

EARLHAM INSTITUTE

Annual Report and Accounts for the year ended 31 March 2021

Registered company number: 06855533

Registered charity number: 1136213

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Earlham Institute is a company limited by guarantee and a registered charity.

The Annual Report provides information on the legal purposes of the charity, the activities it undertakes and its main achievements. The Trustees' Report and Financial Statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP), Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), together with the reporting requirements of the Companies Act 2006 and the Charities Act 2011.

TRUSTEES' REPORT INCORPORATING THE STRATEGIC REVIEW

Introduction

The past two decades have laid the foundations for a new era of genome-based understanding of genetics and the biology of complex systems. Technological advances in DNA sequencing have resulted in multiple step-change increases in the rate of data acquisition at reduced costs to a point that sequence technologies can now affordably and effectively be applied to research questions across the life sciences, from plants to animals to microbes. In parallel the emergence of the data sciences, artificial intelligence and the need for data sharing, has opened new opportunities. Earlham Institute (EI) is founded on these two revolutions and has become a leading interdisciplinary institute in the UK, combining genomics and big data.

EI's Mission

EI's mission is to advance and enable bioscience by applying computational and data driven approaches.

EI's strategy has relied on the implementation of novel applications, establishing collaborative work to advance knowledge in biosciences, develop novel applications in biotechnology, and promote the growth of the UK bioeconomy.

The Institute's current mission is built on strong foundations and rests on three key strengths:

- Expertise – EI hosts one of the largest and most experienced teams in the UK specialising in the generation and analysis of genomic data using next-generation sequencing
- Technology – EI's genomic and computing platforms include the most advanced equipment and are configured specifically to deliver competitive analysis for large or complex genomics datasets
- Digital Infrastructure – EI is at the forefront in the development of specialised databases, pipelines and software for data analysis and visualisation.

EI's Strategy

EI's science strategy "Decoding Living Systems" brings together a wealth of expertise in biosciences, bioinformatics, high performance computing and statistics to understand complex biological systems in plants and animals and their interaction with the environment.

EI's advanced genomics and computational platforms support data-intensive research that embraces and confronts modern scientific challenges arising from data scale and complexity. We develop and implement new technologies and apply computational methods to process, store and interpret complex and diverse datasets, to enable bioscience research.

The science faculty collectively conducts three principal kinds of research activities:

- Fundamental research to increase the knowledge base in bioscience.
- Applied research to improve plant, animal and human health.
- Enabling research to empower both academia and industry with new technologies and scalable bioinformatics approaches.

The focus will be on interpreting complex molecular and cellular data using advanced computational and AI approaches. This will impact on all areas of biological science and will continue to demand skilled personnel, computational systems and analytical tools.

EI is moving rapidly from an era where the emphasis was on generating data, to one in which genome-wide sequencing and other 'omics technologies can be used routinely for multiple assays but are often complex to analyse requiring novel and adaptable approaches.

Culture

EI's success is founded on a culture defined by the following core values:

- Openness – We promote the dissemination of knowledge and distribution of data and software tools by following open and transparent data-sharing policies that are embedded in EI's research programmes.
- Technical Excellence – We are committed to continuous improvement, and to work to the highest standards of quality across the organisation.
- Developing and Rewarding Talent – We aim to recruit, train and retain highly skilled and talented people
- Innovation – We apply novel, state of the art technologies to deliver innovative approaches.
- Collaboration – We work collaboratively, internally and externally, through mutual respect and openness.
- Equality & Diversity – We value, encourage and support the diversity of all who work in our institute.

Public Benefit

EI advances biological and biotechnological science for the public benefit by undertaking and promoting research relating to genomes and their functions, in particular this year by carrying out the following activities:

- Applying our science to issues of public interest e.g. Understanding the diversity of Bees and Pollination and microbiomes.
- Being part of the national efforts to respond to the Covid-19 pandemic.
- Working with industrial partners and breeders to apply our knowledge and expertise to develop robust crops and food sources for the future, whilst understanding natural diversity.
- Working with low income countries to build research capacity that will enable them to develop their knowledge.
- Training of scientists and encouraging them to participate in public engagement.
- Contributing to the local, national and international economy by training first rate scientists

Coronavirus Pandemic

The coronavirus (Covid19) pandemic has brought many challenges to the world. Working closely with our Norwich Research Park partners we were able to redirect some of our expertise to support the local hospital to automate Covid-19 testing and make a difference to our region. The Institute was also able to support its staff and students, and minimise disruption to our science programmes. We also had a key focus on supporting our staff's wellbeing. For more information see our performance report.

Our Performance

Our performance against the 2020/21 objectives is highlighted in the table below:

Objectives	Our Performance
Continue the growth and development of our world leading research programmes, increase our published outputs and diversify our grant income.	During the last financial year scientists at EI published 112 publications and shared 14 research tool, methods, databases and models with the wider scientific community. Our scientists also delivered 24 oral and 14 poster presentations at national and international conferences which were held in a virtual format during the past year. The diversity of our funding portfolio has expanded with funding received from the Wellcome Trust, MRC and NERC in addition to BBSRC.
Build more industrial collaborations so that we are aligned to government strategy and can achieve impact from our research	With managed 21 projects with 16 industrial partners funded by: UKRI (BBSRC, EPSRC, Innovate UK, MRC), Royal Academy of Engineering, and industry. Our collaborations span plant breeding and agrochemical sector, biotech industry, specialist sequencing and instrumentation companies, data management and bioinformatics companies, and defence and security sector. We have a strong pipeline of iCASE studentships arising from these collaborations. We have maintained the existing and developed new relationships with industry through mechanisms such as external engagement events, industry seminar programme and joint PhD studentships. Our industry facing event EI Innovate 2020 attracted 170 attendees, among 115 external participants from 73 different organisations, and generated 26 new connections with industry and academia. Projects to translate our research and help to realise societal, economic and environmental impact, nationally and internationally included: a modular synthetic biology pipeline for the engineering bioactive dyes which can help to reduce environmental impact of the textile dyeing industry and; investigating a new drug target for treatment of schizophrenia with the international Psychiatry Consortium, a £4 million collaboration between seven global pharmaceutical companies and two leading research charities.
Strengthen our partnerships through collaboration with world leading institutes and scientists that align with our scientific strategy.	Work continues on the collaboration with WorldFish which aims to accelerate selective breeding of tilapia in the Lake Victoria Basin catchment working with institutions based in Kenya, Tanzania and Uganda. The newly awarded UKRI GCRF GastroPak project started in 2020 with EI working with institutes in Pakistan (National University of Sciences & Technology in Islamabad and the University of Agriculture Faisalabad), the National University of Galway and other UK institutes. This a multidisciplinary project to quantify the transmission routes of gastroenteritis in Pakistan and develop targeted interventions.

Objectives (continued)	Our Performance (continued)
<p>Develop our National Capabilities to ensure that they offer the UK research community high quality and high-value scientific services and training.</p>	<p>The year brought specific challenges for the genomics team as they had restricted access to the onsite laboratories due to social distancing and lockdown. This also impacted the national capability users and we saw fewer samples being received and processed in the first half of the reporting year.</p> <p>We repurposed some of our infrastructure and expertise towards COVID-19 testing, initially supporting the expansion and automation of region's NHS testing in collaboration with the University of East Anglia early in the pandemic, before setting up and operating dedicated facilities at EI for asymptomatic testing of returning university students (Norwich Testing Initiative). The year also saw the completion of new facilities for cell sorting, high-fidelity DNA sequencing and laboratory automation, placing the National Capability in a stronger position to support the UK bioscience community as research activities gradually return to normality. By the end of the year the team were working closely with the local Norfolk and Norwich University Pathology labs to set up a new saliva based testing lab within EI, that will have the capacity to test up to 35,000 covid samples per week by mid 2021.</p> <p>The EI Biofoundry continues to develop a sustainable model for providing access to facilities and expertise in lab-automation and synthetic biology to the UK bioscience and biotechnology community. It provided access to automated workflows and progress collaborations with researchers in academia and industry.</p> <p>EI has developed and maintained computing services that serve the scientific community including: EI's COPO data broking platform which was adopted by the Darwin Tree of Life project (DTOL) https://www.darwintreeoflife.org/, where all eukaryotic life in the British Isles will be sequenced over the next 10 years and Aquatic Symbiosis Genomics (ASG) projects, with over 10,000 samples uploaded since its launch in October 2020. Working with the UK's Designing Future Wheat project, we used gold-standard annotated genomic data from Ensembl as a test case to scale up the GeneSeqToFamily Galaxy workflow to be used to find and categorise gene families in large plant genomes such as different wheat varieties, including the recently published 10+ wheat genomes. Despite the pandemic and lockdown, we have been able to continue remote training delivery, including the provision of computational cloud infrastructure to support training course participants. A number of activities have allowed us to help share best practices, data, software, protocols, and/or other tools, both nationally and internationally. These include Galaxy training courses, ELIXIR workshops, and the development of CyVerse UK massive open online courses (MOOCs) in collaboration with CyVerse Austria. We have contributed to the integration of various tools into Galaxy, the development of Galaxy training materials and provided support for external issues not relevant to our own Galaxy instances but those of the wider community</p> <p>Our Advanced Training Programme moved to a virtual model in April 2020, and we delivered 10 events reaching 101 people plus an additional 400 through networking and engagement events. The training team also assisted with the organisation of further training events for the GROW Colombia project, and supported the ELIXIR-UK All Hands and facilitated a workshop on Big Data Science for a cohort of NRP Doctoral Training Programme PhD Students. Events focussed on training to address skills of the research community in single cell approaches to RNAseq data analysis, fundamental programming (including Python) and data management, plus networking e.g. Single Cell Symposia, the inaugural UK Conference of Bioinformatics and Computational Biology for which the aim was to bring together the communities working in genomics and structural informatics. We developed new courses and supported visiting students with both remote and in-person internships for which the focus were development of key genomics and bioinformatics skills.</p>

Objectives (continued)	Our Performance (continued)
Continue to communicate our science through our public engagement program to a wider audience, promoting the importance of publicly funded research to the general public.	The Communications Team had a productive year and supported the digital presence and communication of the Norwich Testing Initiative, as well as wider promotion of the Institute's response to the pandemic. National media coverage was achieved at various points through the year around mass testing, so-called 'silent spreaders', and on vaccination. Social media became more important than ever as a tool for reaching our community, our work in digital media and on our website leading to a significant rise in engagement and followers compared with previous years. In-person public engagement events were cancelled or postponed, limiting our output but by creating opportunities for public engagement through multimedia, particularly on social channels we were able to deliver a successful pilot citizen science survey for a Royal Society event, completed by hundreds of bee hotel owners across the UK. We also adapted some previous work on the 'Bee Trail' into a game, which we're excited to launch at the Royal Society event in July 2021. We also expanded the team to deliver Public Engagement on our 'Barcoding the Broads' project, as part of the Darwin Tree of Life programme.

Looking Ahead

EI's objectives for 2021/22 are to:

- i. Continue the growth and development of our world leading investigator-led research program, continue to publish high quality scientific outputs and diversify our income streams.
- ii. Build strong industrial collaborations so that we are aligned to the Government's strategy and so we can achieve impact from our research.
- iii. Strengthen our partnerships through collaboration with world leading institutes and scientists that align with our scientific strategy.
- iv. Develop our National Capabilities to ensure that they offer the UK research community high quality and high-value scientific services and training.
- v. Continue to communicate our science through our public engagement program to a wide audience, promoting the importance of publicly funded research to the general public.

FINANCIAL REVIEW

Income

Total incoming resources for the year were £11.1m (2020: £12.6m), which was down on the previous year due to lower capital grants. Income excluding capital grants was £10.2m (2020: £9.9m), as higher BBSRC strategic funding offset lower other generated income.

EI's principal sponsor is the Biotechnology and Biological Sciences Research Council (BBSRC), which contributed 87% of total incoming resources (2020: 85%). Other major sources of funding were UK universities and research organisations and the EU.

Expenditure

Total resources expended amounted to £12.5m (2020: £14.1m), which was down on the previous year due to the impact of COVID-19 on activity and lower depreciation. Staff costs accounted for £5.2m (41%) (2020: £5.1m; 36%) of expenditure with depreciation of tangible assets accounting for £3.1m (25%) (2020: £3.6m; 26%).

Net Movement in Reserves

EI recorded an increase of £0.7m in unrestricted reserves (2020: decrease of £0.9m) due to higher BBSRC strategic funding in the year.

Restricted reserves decreased by £2.1m (2020: £0.6m) due to depreciation exceeding capital funding in the year, and drawdown of capital reserves.

Subsidiaries and Related Parties

EI's trading subsidiary, Earlham Enterprises Limited (formerly Genome Enterprise Limited), contributed an operating profit of £255,000 (2020: £136,000).

EI has a 25% interest in NBI Partnership Limited ("NBIP"). NBIP supplies support services to EI and the other Norwich Institutes (John Innes Centre, Quadram Institute Bioscience and The Sainsbury Laboratory).

Capital expenditure

Capital expenditure in the year of £1.7m (2020: £1.8m) related to investment in scientific and computing equipment (£0.4m) and building facilities (£1.3m).

Cash

Group cash at 31 March 2021 was £15.5m (2020: £14.9m). The cash increase in the year reflects the increase in unrestricted reserves in the year.

EI deposits its cash with UK registered financial institutions that meet its credit rating policy. Investment

income from cash deposits in the year was £54,000 (2020: £125,000).

Grant proposals

During the year, EI researchers submitted grant proposals with a sponsor value of £7.3m (2020: £20.8m) and were awarded grants with a value of £1.7m (2020: £1.8m).

Reserves policy

EI's reserves are held to support financial solvency, manage uncertainty and fund future activities. The level of reserves required by EI is therefore determined by reference to:

- Future operational and capital expenditure requirements in the Business Plan to March 2022;
- Potential financial risks identified in the Business Plan and Risk Register;
- Potential funding required for strategic investments not included in the Business Plan;
- Working capital / liquidity requirements.

Unrestricted reserves that have been designated by the Board for specific purposes are shown in separate designated reserves.

Reserves position

Total reserves decreased by £1.4m in the year to £21.6m (2020: decreased by £1.5m to £23.0m).

Restricted reserves decreased by £2.1m to £9.8m (2020: decreased by £0.6m to £11.9m). Restricted reserves include designated reserves of £0.9m for advance capital funding and project funding from BBSRC and £0.4m for advance strategic funding.

Unrestricted reserves increased to £11.8m (2020: decreased to £11.1m). Reserves of £6.9m have been designated by the Trustees in respect of the following:

- Co-funding for the Institute's strategic research programmes;
- Planned strategic research investment; and
- Planned capital investment in leading-edge sequencing and high performance computing technology.

General unrestricted reserves at March 2021 were £4.1m, £1.6m above the minimum general reserves target set by the Board of £2.5m.

RISK ASSESSMENT AND MANAGEMENT

The Board of Trustees is responsible for ensuring there are effective and adequate risk management and internal control systems in place, and confirm that the major risks to which the Institute is exposed have been reviewed and procedures established to manage those risks. The Audit and Risk Committee agrees an annual risk-based internal audit plan which covers major risks identified by management and Trustees. It receives reports from internal auditors on the effectiveness of internal controls, progress against the internal audit plan and progress on recommendations made in reports. The Board reviews a full risk report annually, including a 'heat map' tracking major risks.

Principal risks and uncertainties

The principal risks and uncertainties facing the Charity are considered to be:

Risk area	Description of Risk	Management of Risk
Future BBSRC and other sponsor research funding	<ul style="list-style-type: none"> ➤ Strategic funding is reduced due a reduced funding envelop that we can bid into through public sector spending pressures or poor scientific performance ➤ Competitive grant funding is reduced due to sponsor budget reductions or failure to win new project funding. 	<ul style="list-style-type: none"> ➤ Regular monitoring of scientific performance against strategic programme objectives. ➤ Regular communication with UKRI - BBSRC to report performance and ensure strategic alignment of research programmes. ➤ Monitoring of performance of competitive grant submissions.
Technology investment	<ul style="list-style-type: none"> ➤ EI is unable to keep pace with developments in technology underpinning its science. ➤ Funding and/or cost recoveries are inadequate to sustain and improve technology facilities necessary to support scientific objectives. 	<ul style="list-style-type: none"> ➤ Bidding into Capital Grant opportunities to refresh platforms. ➤ Technology strategy kept under regular review and funding opportunities identified and pursued for technology investments. ➤ EI has reserves that enable it to move quickly when technology enhancements become available.
Staff retention and recruitment	<ul style="list-style-type: none"> ➤ EI is unable to retain or attract suitably skilled staff to enable it to sustain its scientific performance. ➤ In addition to scientific impact, this risk area could also have an impact on the level of funding the institute is able to attract. 	<ul style="list-style-type: none"> ➤ Strategy and action plans in place, monitored by Strategic Human Resources Group. ➤ Career development programmes in place to support high potential staff. ➤ Action following feedback from annual staff survey. ➤ Performance Management processes in place.
Impact of leaving EU or other major international funding programme cuts	<ul style="list-style-type: none"> ➤ EI is not able to access EU programme funding or participate in EU research collaborations. ➤ EI is not able to recruit or retain researchers from EU member countries. ➤ EI is not able to continue with its international funding programmes due to Government Overseas Development Aid budgets cuts. 	<ul style="list-style-type: none"> ➤ Regular dialogue with UKRI - BBSRC and other key stakeholders on risks and emerging issues with respect to potential changes in arrangements. ➤ Kept abreast of risks and potential impact from staff leaving EI/UK, and ensure we prepare for the new immigration and visa process post BREXIT. ➤ Realign overseas programmes into new and evolving funding programmes as they arise.
Major business interruptions or loss of equipment or computer systems	<ul style="list-style-type: none"> ➤ A major systems failure disrupts scientific research programmes. ➤ A major incident damages EI's reputation impacting on future funding and collaborative opportunities. 	<ul style="list-style-type: none"> ➤ Business Continuity and Disaster recovery plans in place and tested periodically. ➤ Appropriate insurance arrangements are in place.
Compliance with sponsor funding requirements	<ul style="list-style-type: none"> ➤ EI fails to comply with sponsor grant requirements resulting in a material financial impact. 	<ul style="list-style-type: none"> ➤ EI is subject to regular reviews of its grant compliance processes from sponsors and the Research Councils UK internal auditors.
Impact of COVID-19 on science programmes	<ul style="list-style-type: none"> ➤ EI fails to deliver its science programme due to the implications of COVID-19 on access to site and or staff/students' wellbeing. 	<ul style="list-style-type: none"> ➤ EI active business continuity group prioritised the safety of its staff during the lockdown period. We reopened critical onsite science in May 2020 and were granted funding extensions by UKRI to deliver the science programmes that were impacted.

TRUSTEES' REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Members and Patrons

The Members of EI are:

- UK Research and Innovation - Biotechnology and Biological Sciences Research Council ("BBSRC");
- University of East Anglia ("UEA");
- The Chair of the Board of Trustees.

Board of Trustees

The Board of Trustees comprises the Chair and up to eight additional trustee directors. The Trustees who served during the year and up to the date of signing these financial statements were as follows:

Organisation and governance

EI is incorporated in England and Wales and is a company limited by guarantee (registered number 06855533) and a registered charity (number 1136213). EI is governed by its Memorandum and Articles of Association, adopted 20 December 2016.

The financial statements have been prepared in accordance with the Charities Act 2011, the Companies Act 2006 and 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).

Trustees	Sub-committees	Changes during period
At date of Report:		
Professor Dame Janet Thornton (Chair)	-	-
Dr Alasdair Macnab	AC (Chair), Rem Com	-
Professor Peter Holland	Rem Com	-
Professor Thomas Richards	-	-
Ms Amanda Tagg	AC	-
Mrs Andrea Finegan	AC, Rem Com (Chair)	-
Professor Jean Beggs	Rem Com	-
Professor Edward Louis	AC (up to 12 October 2021)	-
Professor Philip Gilmartin	AC (from 12 October 2021)	-

Audit Committee

The Audit Committee is responsible for oversight of the areas of audit; financial reporting; regulatory compliance; internal systems and controls (including the integrity of financial controls) within EI. The Audit Committee reports to EI's Board, making recommendations for Board consideration where necessary.

Remuneration Committee (Rem Com)

EI's Remuneration Committee is responsible for advising on the remuneration and policy on executive pay and performance packages. It reports to the Board and is composed of four Trustee Directors representing the scientific and commercial expertise.

Recruitment, induction and training of Trustees'

The Institute advertises nationally for prospective Trustees to ensure appropriate expertise on the Board is maintained. The Institute will also approach individuals thought to have the right skills. The Board strives through its recruitment to keep good diversity within the Board membership.

An induction programme has been put in place for newly appointed Trustees and is kept under review and updated where appropriate. In addition, the Trustees

are in regular contact with the Institute Director and executive team and receive presentations on key areas of activity.

Trustee remuneration

EI remunerates trustees where the Board considers that payment is necessary to attract trustees with specialist skills and experience. The power to remunerate trustees is included in EI's Articles of Association and has been approved by the Charities Commission. Details of trustee remuneration in the year are included in note 8 of the financial statements.

The Scientific Advisory Board (SAB)

The SAB, chaired by Prof Simon Hubbard, is responsible for providing strategic advice on issues relevant to EI's scientific mission and science programmes.

Decision making and key management

The EI Board has delegated the day-to-day management of the charitable company to the Director and the Executive Team, who are considered to be the key management personnel for the institute:

Director

Professor Neil Hall is the Director of EI. He has previously led research groups at the Sanger Institute, The Institute for Genomic Research and The University of Liverpool.

Director of Operations

Sarah Cossey is the Director of Operations, a professional accountant and project manager with 20+ years' experience across the public and private sector.

Head of Genomics Pipeline

Dr. Karim Gharbi is a biologist with over two decades of experience in genomics and next-generation sequencing (NGS) and has previously led NGS in Edinburgh Genomics and University.

Head of Plant Genomics

Prof. Ant Hall previously he held the Holbrook Gaskell Chair of Botany at the University of Liverpool and research lead for the Institute of Integrative Biology and Director at the Centre for Genomic Research (CGR) and academic lead of the Liverpool GeneMill.

Head of Research Faculty Office

Dr. Christine Fosker has worked in the field of Genomics for 20 years, beginning her career working on the Human Genome Project at the Sanger Centre. She received her Ph.D. from the University of Cambridge and the Wellcome Trust Sanger Institute

Head of Research e-infrastructure

Dr. Rob Davey has 15+ years in bioinformatics and software development. He leads the research e-infrastructure national capability, and data management elements of two core research programmes.

Related Parties

Subsidiaries and Related Parties

EI's trading subsidiary – Earlham Enterprises Limited (formerly Genome Enterprise Limited) – contributed an operating profit of £255,000 (2020: £136,000).

NBIP - Associate

EI has a 25% interest in NBI Partnership Limited (NBIP). NBIP supplies support and administrative services to EI and the other Norwich Institutes (John Innes Centre, Quadram Institute Bioscience and The Sainsbury Laboratory) on a not-for-profit basis. NBIP fully recharges its costs to the four research institutes and accordingly it generates no profit or loss.

Anglian Innovation Partnership LLP (AIP)

EI became a member of AIP on 7 August 2012 through its 100% subsidiary, Earlham Enterprises Limited. AIP is responsible for the management and development of the Norwich Research Park (NRP) estate and for the

furtherance of the NRP Enterprise Vision. EI is entitled to receive a share of certain profits generated by AIP, however it has no liability for losses or in the event of insolvency. AIP has not yet generated any profits.

BBSRC

BBSRC is a member of the charitable company. EI is strategically funded, along with seven other institutes, by BBSRC. BBSRC supports EI via strategic 5-year funding programmes, competitively won project grants and capital funding for infrastructure and technology investments. The principal terms and conditions under which BBSRC provides its funding are set out in EI's Institute Grant Agreement.

BBSRC is part of UK Research and Innovation (UKRI), an organisation that brings together the UK's seven research councils.

Employees

EI staff that joined before 1 October 2011 were employed by BBSRC up to 1 October 2017, when they transferred employment to the Institute under TUPE.

Transferred employees retain their membership of the Research Councils Pension Scheme (RCPS), where applicable, with EI becoming an admitted employer in the scheme. The RCPS is a defined benefit scheme funded from annual grant-in-aid on a pay-as-you-go basis. EI accounts for the scheme as if it were a wholly defined contribution scheme.

EI has recruited all new staff from October 2011 on its own terms and conditions, covering basic pay and allowances, contractual payments, tax, NI, and liabilities for pension contributions and redundancy. Such staff are eligible to join a defined contribution scheme.

EI employs a number of positions jointly with UEA. Staff are employed under EI terms & conditions, but are eligible to join The University Superannuation Scheme (USS). EI is obliged to pay the prevailing employer contribution rate for staff in the USS, however it has no liability for scheme funding deficits.

Communication

EI provides all staff with relevant information, and seeks their views on matters of common concern through direct communication and through line managers. Priority is given to ensuring that employees are aware of all significant matters affecting EI's position and any significant organisational changes.

Equality and Diversity

It is EI's policy to provide equal opportunities to job applicants and employees of any race, nationality, ethnic origin, marital status, religion or belief, gender, disability, sexual orientation, age or employment status. EI does not condone or tolerate any form of discrimination in its recruitment or employment practices. All employees and applicants are treated on

merit, fairly, with respect and dignity, recognised as individuals and valued for the contribution they make, provided fair and equal access to training, development, reward and progression opportunities and are accountable for the impact of their own behaviour and actions. All EI's policies follow these principles.

EI is aware of its statutory duty to support the employment of disabled persons where possible, both in recruitment and by retention of employees who

become disabled whilst in the employment of the charitable company, as well as generally through training and career development.

Health & Safety

EI aims to safeguard and improve the health, safety, welfare and security of its employees and the health and safety of visitors. EI aims to create an atmosphere where health and safety matters are paramount considerations and consults with employees and their representatives on health and safety matters.

Going Concern

The financial statements have been prepared on a going concern basis which the Trustees consider to be appropriate for the following reasons:

The Trustees have prepared cash flow forecasts for the period to March 2026 which indicate that, taking account of reasonable possible downsides and the anticipated impact of COVID-19 on the operations and its financial resources, the Institute will have sufficient funds to meet its liabilities as they fall due for that period.

The Institute is reliant on its strategic programme funding from BBSRC, which was £6.3m in the year (2020: £5.2m). BBSRC has confirmed continued strategic funding of £5.2m for the year to March 2022 plus provisional funding at this level for a further year to March 2023 subject to the next government spending review. The Institute expects its funding for the year to March 2023 to be confirmed in late 2021 based on feedback from BBSRC.

From late March 2020 until June 2020, the Institute's facilities were closed to all staff and students, except for essential work and activity supporting Covid-19-related testing and research. During this period, EI staff and students have been able to operate effectively from home and, with facilities being re-opened progressively since then, the Institute has been able to successfully maintain its research programmes and projects with minimal financial impact. The Institute has considered the potential financial impact of continued restrictions for the next 12 months, including the potential for a further lockdown. Taking into account experience to date, business continuity arrangements and financial projections, the Institute considers the risk of a significant financial impact from Covid-19 to be low.

Consequently, the Trustees are confident that the Institute will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements and therefore have been prepared the financial statements on a going concern basis.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES OF EARLHAM INSTITUTE IN RESPECT OF THE TRUSTEES' ANNUAL REPORT AND THE FINANCIAL STATEMENTS

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law they have are required to prepare the group and parent company financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the group and charitable company and of the group's result for that period. In preparing each of the group and charitable company 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 UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- assess the group's and the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the group or the charitable company or to cease operations, or have no realistic alternative but to do so.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that its financial statements comply with the Companies Act 2006. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the group and to prevent and detect fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Insurance disclosure

The Institute maintains liability insurance for its trustees, with an annual aggregate cover limit for all claims against them in that capacity. The trustees have also been granted a qualifying third party provision under section 233 of Companies Act 2006. Neither the Institute's indemnity nor insurance provides cover in the event that a trustee is proved to have acted fraudulently or dishonestly.

Public benefit

The Trustees are satisfied they have complied with their duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. Based on this guidance, and as described in this Trustees' report, the Trustees believe the activities of EI to be charitable in nature.

Disclosure of information to auditor

The trustees confirm that:

- so far as each trustee is aware, there is no relevant audit information of which the Company's auditor is unaware, and
- the trustees have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the Company's auditor is aware of that information.

Independent auditors

Larking Gowen LLP have been appointed as auditors and a resolution has been passed by the Board, concerning their appointment as auditors.

On behalf of the Board



Janet Thornton, Trustee Director
7 December 2021

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EARLHAM INSTITUTE

Opinion

We have audited the financial statements of Earlham Institute (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2021 which comprise the Consolidated Statement of Financial Activities, Consolidated and Charitable Company Balances Sheets, Consolidated Statement of Cash Flows and Notes to the Accounts, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2021, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's or parent charitable company's ability to continue as a going concern for a

period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 12, the trustees (who are also the directors of the parent 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 groups and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and report in accordance with this Act.

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

aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Due to the field in which the group operates, we identified the areas most likely to have a direct material impact on the financial statements as compliance with UK tax legislation, UK accounting standards, UK charity law and the Companies Act 2006. In addition, we considered the provisions of other laws and regulations which whilst not having a direct impact on the financial statements, are fundamental to the group's ability to operate including health and safety; employment law, and compliance with various other regulations relevant to the conduct of the group's operations.

Our approach to identifying and assessing the risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, included the following:

- Enquiries with management about any known or suspected instances of non-compliance with laws and regulations, accidents in the workplace, potential litigation or claims and fraud;
- Reviewing legal and professional fees to confirm matters where the group engaged lawyers during the year;
- Reviewing financial statement disclosures and tax matters, and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Reviewing board minutes and any relevant correspondence with external authorities;
- Challenging assumptions and judgements made by management in their significant accounting estimates, particularly in relation to the recognition of grant income; and
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of any significant transactions outside the normal course of business.

Due to the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance.

The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to

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



Anders Rasmussen FCA (Senior Statutory Auditor)

for and on behalf of

Larking Gowen LLP

Chartered Accountants

Statutory Auditors

Norwich

14 December 2021

FINANCIAL STATEMENTS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2021

INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT

	Note	Unrestricted funds £000	Restricted funds £000	Restricted capital £000	Total 2021 £000	Total 2020 £000
Income						
<i>Income from charitable activities</i>						
Grant Income - BBSRC		-	8,466	-	8,466	7,979
Grant Income - other		-	566	-	566	317
Other Research Income		386	-	-	386	607
Capital funding - BBSRC		-	201	991	1,192	2,718
<i>Income from other trading activities</i>						
Trading income		409	-	-	409	358
Rental income		26	-	-	26	80
<i>Investment income</i>	10	56	-	-	56	127
<i>Other generated income</i>		43	-	-	43	422
Total income	2	920	9,233	991	11,144	12,608
Expenditure						
Charitable activities	3	(525)	(8,718)	(3,064)	(12,307)	(13,766)
Raising funds		(122)	-	-	(122)	(115)
Trading expenditure		(83)	-	-	(83)	(222)
Total expenditure		(730)	(8,718)	(3,064)	(12,512)	(14,103)
Net expenditure for the year		190	515	(2,073)	(1,368)	(1,495)
Other transfers	20	1,258	(1,258)	-	-	-
Capital transfers	20	(715)	-	715	-	-
Net movement in funds		733	(743)	(1,358)	(1,368)	(1,495)
Funds brought forward		11,053	2,032	9,904	22,989	24,484
Funds carried forward	20	11,786	1,289	8,546	21,621	22,989

The Consolidated Statement of Financial Activities ("SoFA") includes all gains and losses recognised in the year. All incoming resources and expenditure relates to continuing activities.

The notes on pages 19 to 31 form part of these financial statements.

CONSOLIDATED AND CHARITABLE COMPANY BALANCE SHEETS

AS AT 31 MARCH 2021

		Group 2021	Group 2020	Company 2021	Company 2020
	Note	£000	£000	£000	£000
<i>Fixed assets</i>					
Tangible assets	11	9,350	10,843	9,350	10,843
Intangible assets	12	-	12	-	12
<i>Current assets</i>					
Stocks	14	163	80	163	80
Debtors	15	3,164	2,077	3,005	1,947
Cash at bank and in hand	16	15,461	14,945	15,329	14,923
		18,788	17,102	18,497	16,950
<i>Current liabilities</i>					
Creditors: amounts falling due within one year	17	(6,517)	(4,968)	(6,483)	(4,954)
Total net current assets		12,271	12,134	12,014	11,996
Total assets less current liabilities		21,621	22,989	21,364	22,851
Total net assets	19	21,621	22,989	21,364	22,851

The funds of the charity

Restricted funds

Fixed asset reserve	20	8,546	9,904	8,556	9,914
Designated reserves	20	861	1,651	861	1,651
General reserve	20	428	381	428	381
Total restricted funds		9,835	11,936	9,845	11,946

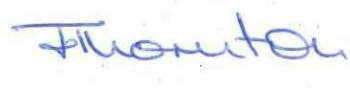
Unrestricted funds

Fixed asset reserve	20	804	951	804	941
Designated reserves	20	6,877	5,572	6,877	5,572
General reserve	20	4,105	4,530	3,838	4,392
Total unrestricted funds		11,786	11,053	11,519	10,905

Total funds		21,621	22,989	21,364	22,851
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A separate income and expenditure account has not been presented for EI as this is exempted by Section 408 of the Companies Act 2006. The loss after tax of EI was £1,487,000 (2020: loss of £1,413,000).

The financial statements on pages 16 to 31 were approved by the Board of Trustees on 7 December 2021 and were signed on its behalf by:



Janet Thornton, Trustee Director

The accompanying notes form part of these financial statements.

Company registration number: 06855533

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Total 2021 £000	Total 2020 £000
	Note	
Cash flows from operating activities:		
Operating deficit	(1,368)	(1,495)
Interest receivable	(56)	(127)
Depreciation and amortisation	3,064	3,609
Capital grants received	(1,192)	(2,718)
Loss on disposal of tangible assets	169	25
(Increase)/Decrease in stocks	(83)	38
Increase in debtors	(1,087)	(105)
Increase in creditors	1,549	1,029
Net cash provided by operating activities	996	256
Cash Flows from investing activities:		
Interest received	56	127
Purchase of tangible assets	(1,728)	(1,815)
Capital grants received	1,192	2,718
Proceeds from sale of tangible assets	-	5
Net cash (used in)/provided by investing activities	(480)	1,035
Change in cash and cash equivalents in the reporting period	516	1,291
Cash and cash equivalents at the beginning of the period	16	14,945
Total cash and cash equivalents at the end of the year	16	15,461

The movement in net debt for the current and prior year is identical to the movements in cash flow set out above.

The accompanying notes form part of these financial statements.

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a. Basis of preparation

The group financial statements have been prepared under the historical cost convention and applicable accounting standards. They have also 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 (FRS102)– (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The principal accounting policies adopted in these financial statements, which have been consistently applied, are:

Basis of consolidation

The consolidated financial statements incorporate the financial statements of EI and all its subsidiary undertakings in accordance with Financial Reporting Standard (“FRS”) 102 “Accounting for Subsidiary Undertakings”.

EI is one of four members of NBI Partnership Limited (“NBIP”). The group accounts for NBIP as an associate, although in practice the company makes no profit or loss and has net assets of NIL, therefore has no impact on the Group financial statements.

The financial statements of all group undertakings are made up to 31 March 2021. A separate income and expenditure account has not been presented for EI as permitted by Section 408 of the Companies Act 2006. The loss after tax of EI was £1,487,000 (2020: £1,413,000) for the year.

b. Going concern

The financial statements have been prepared on a going concern basis which the Trustees consider to be appropriate for the following reasons:

The Trustees have prepared cash flow forecasts for the period to March 2024 which indicate that, taking account of reasonable possible downsides and the anticipated impact of COVID-19 on the operations and its financial resources, the Institute will have sufficient funds to meet its liabilities as they fall due for that period.

The Institute is reliant on its strategic programme funding from BBSRC, which was £6.3m in the year (2020: £5.2m). BBSRC has confirmed continued strategic funding of £5.2m for the year to March 2022 plus provisional funding at this level for a further year to March 2023 subject to the next government spending review. The Institute expects its funding for the year to March 2023 to be confirmed in late 2021 based on feedback from BBSRC.

Like most research organisations, the Institute’s activities have been impacted by COVID-19 measures. From late March 2020 until June 2020, the Institute’s facilities were closed to all staff and students, except for essential work and activity supporting COVID-19-related testing and research. During this period, EI staff and students have been able to operate effectively from home and, with facilities being re-opened progressively since then, the Institute has been able to successfully maintain its research programmes and projects with minimal financial impact. The Institute has considered the potential financial impact of continued restrictions for the next 12 months, including the potential for a further lockdown. Taking into account experience to date, business continuity arrangements and

financial projections, the Institute considers the risk of a significant financial impact from COVID-19 to be low.

Consequently, the Trustees are confident that the Institute will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements and therefore have been prepared the financial statements on a going concern basis.

c. Judgements in applying accounting policies and key sources of estimation

Preparation of the financial statements require management to make significant judgements and estimates. The items in the financial statements where these judgements and estimates have been made include:

- Depreciation, which has been charged in line with the accounting policy below. The amount of depreciation charged and net book value of the assets is included in Note 11.

d. Income

Charitable grant income represents grants received and receivable in the year from outside granting bodies and other miscellaneous income. Grants that provide core funding are recognised in the year in which entitlement passes. Grant funding received to undertake research is recognised in the year in which the obligation is fulfilled. Grant funding is released to match expenditure incurred during the year together with any related contributions towards overhead costs.

Other charitable research income represents non-grant revenue from collaborative research projects with other academic institutions and other scientific services. Revenue is recognised in the year in which the obligation is fulfilled.

Capital grants are recognised when entitlement passes, which is typically on receipt. Where capital funding includes terms and conditions that must be met before there is unconditional entitlement, the grant income is recognised as those conditions are met, which usually results in capital funding being recognised to match the capital costs incurred.

Investment income relates to interest receivable from treasury deposits and related party loans. The interest is recognised in the year in which it is earned. Other income relates to miscellaneous income. Revenue is recognised in the year in which the obligation is fulfilled.

e. Expenditure

Expenditure on charitable activities represents the full cost of the research performed. It includes the cost of direct staff, consumables and indirect costs apportioned on the basis of use.

Cost of generating funds represents the cost of obtaining funds for research and preparing grant applications. Governance costs represent the necessary cost of compliance with statutory and constitutional requirements and any other costs which are not direct charitable expenditure. Support costs have been wholly allocated to charitable activity expenditure based upon activity as indicated in note 4 to the financial statements.

f. Restricted funds

Where research at EI is funded by grants with conditions attached to them these are shown as restricted. Capital grants received and receivable together with other restricted funds received and receivable and used to purchase tangible assets are included within restricted funds.

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES (CONTINUED)

A restricted fixed assets reserve has been established representing the net book value of fixed assets purchased from capital grants. The reserve is shown as restricted due to continuing conditions in connection with the capital grants and assets purchased.

g. Unrestricted funds

These include any other grants which do not have specific conditions attached to them.

A fixed assets reserve has been established within unrestricted reserves representing the net book value of fixed assets funded from unrestricted reserves.

Unrestricted reserves that have been designated by the Board for specific purposes are shown in separate designated reserves. At March 2021, £6.9m (2020: £5.6m) of unrestricted reserves have been designated in relation to co-funding for institute strategic programmes, strategic research projects and future capital investment.

h. Capital transfers

A transfer from the unrestricted to the restricted reserve equal to the depreciation charge for assets purchased from unrestricted reserves is made as a capital transfer.

i. Tangible assets and depreciation

Tangible assets are shown at cost or valuation less accumulated depreciation. The cost of tangible assets is their purchase cost, together with any incidental costs of acquisition.

Depreciation is calculated to write off the cost of assets, less any estimated residual value, over their estimated useful lives at the following rates:

Plant, machinery and equipment – over estimated economic life;
Scientific equipment - 5 years straight line;
Sequencing equipment - 3 years straight line;
Computer equipment – 3-5 years straight line.

The leasehold improvements have been depreciated over the shorter of their estimated economic life and the remainder of the lease period.

Assets under construction are not depreciated until the asset is in full use.

j. Intangible assets and amortisation

Computer Software development costs are recognised as intangible fixed assets at cost less amortisation and any provision for impairment.

Amortisation is calculated to write off the cost or valuation of assets, less the estimated residual value, over their estimated useful economic lives as follows:

Computer Software - 3 to 5 years straight-line.

Assets under construction are not amortised until the asset is in full use.

k. Stocks

Stocks are stated at the lower of cost and net realisable value. Provision is made, where necessary, for slow moving or obsolete stock.

l. Debtors

Debtors are non-interest bearing and are stated at their nominal value, as reduced by appropriate allowances for estimated irrecoverable amounts.

m. Trade creditors

Trade creditors are non-interest bearing and are stated at their nominal value.

n. Provisions

A provision is recognised in the financial statements where there is a legal or constructive obligation to transfer economic benefit to a third party.

o. Staff and Pensions

EI staff that joined before 1 October 2011 were employed by BBSRC up to 1 October 2017, when they transferred employment to the Institute under TUPE.

Transferred employees retain their membership of the Research Councils Pension Scheme (RCPS), where applicable, with EI becoming an admitted employer in the scheme. The RCPS is a defined benefit scheme funded from annual grant-in-aid on a pay-as-you-go basis. The RCPS Pension Scheme is a multi-employer scheme and EI is unable to identify its share of the underlying assets and liabilities. EI therefore accounts for the scheme as if it were a wholly defined contribution scheme. As a result, the amount charged to the income and expenditure account represents the contributions payable to the scheme in respect of the accounting period. Liabilities for the payment of future benefits are the responsibility of the RCPS and accordingly are not included in these Financial Statements.

EI has recruited all new staff from October 2011 on its own terms and conditions, covering basic pay and allowances, contractual payments, tax, NI, and liabilities for pension contributions and redundancy. Such staff are eligible to join a defined contribution scheme.

The Company employs some staff jointly with the University of East Anglia. Staff are employed under EI terms & conditions, but are eligible to join The University Superannuation Scheme (USS). EI is obliged to pay the prevailing employer contribution rate for staff in the USS, however it has no liability for scheme funding deficits. Accordingly, these arrangements have been accounted for as defined contribution scheme.

p. Termination benefits

Redundancy payments are recognised as a liability and an expense only when the event is demonstrably committed to by either: a. termination of the employment of an employee or group of employees before the normal retirement date, or b. provision of termination benefits as a result of an offer made in order to encourage voluntary redundancy.

q. Operating Leases

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

r. Foreign currency transactions

The reporting and functional currency is pounds sterling. Transactions in foreign currencies are recorded at the rate of exchange ruling at the date of the transaction.

Assets and liabilities denominated in foreign currencies are translated at year end exchange rates. All gains and losses are taken to the statement of financial activities in the year to which they relate.

s. Financial instruments

Financial assets and financial liabilities are recognised upon becoming a party to the contractual provisions of the instrument. The group only enters into basic financial instrument transactions that result in financial assets and liabilities like trade and other accounts receivable and payable.

NOTES TO THE ACCOUNTS

2. ANALYSIS OF INCOMING RESOURCES

	Research activities	Other activities	Total 2021	Research activities	Other activities	Total 2020
	£000	£000	£000	£000	£000	£000
Grant income						
BBSRC	8,466	-	8,466	7,979	-	7,979
Other government departments	72	-	72	42	-	42
European Union	24	-	24	90	-	90
Universities	246	-	246	569	-	569
Other charities	396	-	396	113	-	113
Other grants	214	-	214	110	-	110
Total grant income	9,418	-	9,418	8,903	-	8,903
Capital grants						
BBSRC						
Capital expenditure	1,192	-	1,192	2,718	-	2,718
Total capital grants	1,192	-	1,192	2,718	-	2,718
Trading income						
Earlham Enterprises Ltd	-	409	409	-	358	358
Rental income	-	26	26	-	80	80
Total trading income	-	435	435	-	438	438
Investment income						
Interest receivable on cash deposits	-	56	56	-	127	127
Total investment income	-	56	56	-	127	127
Other income						
Other income	-	43	43	-	422	422
Total other income	-	43	43	-	422	422
Total incoming resources	10,610	534	11,144	11,621	987	12,608

El's activities consist principally of scientific research in the United Kingdom.

- Grant income of £9,418k (2020: £8,903k), £9,032k (2020: £8,296k) is restricted general funds, £386k (2020: £607k) is unrestricted funds.
- Capital grants of £1,192k (2020: £2,718k), £201k (2020: £42k) is restricted general funds and £991k (2020: £2,676k) is restricted capital funds
- In both periods all trading, investment and other income is unrestricted.

NOTES TO THE ACCOUNTS

3. ANALYSIS OF RESOURCES EXPENDED

Expenditure on charitable activities and governance costs have been analysed below.

Expenditure on charitable activities	Total 2021 £000	Total 2020 £000
	Note	
Direct charitable expenditure:		
Staff costs	4,501	4,470
Direct costs	3,291	4,180
Depreciation	3,064	3,609
Governance costs	95	111
Support costs	4 1,356	1,396
Total expenditure	12,307	13,766
Analysis of governance costs	Total 2021 £000	Total 2020 £000
Staff costs	93	99
Travel costs	-	5
Other costs	2	7
Total governance costs	95	111

Included within expenditure is restricted general expenditure of £8,718k (2020: £8,463k), and restricted capital expenditure (depreciation) of £3,064k (2020: £3,609k). All other expenditure is unrestricted.

4. ALLOCATION OF SUPPORT COSTS

	Charitable Activities £000	Raising Funds £000	Total 2021 £000	Charitable Activities £000	Raising Funds £000	Total 2020 £000	Basis of Allocation
Building services*	507	-	507	492	-	492	Activity
Finance and Contracts*	196	122	318	213	115	328	Activity
Management, IT and Communications*	328	-	328	348	-	348	Activity
Human Resources and Staff Welfare*	127	-	127	130	-	130	Activity
Other support services	19	57	76	98	-	98	Activity
Total support costs	1,177	179	1,356	1,281	115	1,396	

Support costs are allocated based on their nature.

* includes services supplied by NBI Partnership Limited (see note 23).

5. TAXATION

EI is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets 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 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. The trading activities of its subsidiary, Earlham Enterprise Limited, are subject to corporation tax, however profits are gifted to the charitable company resulting in £nil (2020: £nil) tax payable.

There is no provision for deferred tax on fair value adjustments because any chargeable gains are applied to charitable objectives so no tax liability arises.

NOTES TO THE ACCOUNTS

6. OPERATING SURPLUS

Operating surplus is stated after charging:

	Total 2021 £000	Total 2020 £000
Audit services:		
Fees for the audit of the charitable company and consolidated financial statements	12	12
Fees for the audit of the charitable company's subsidiary pursuant to legislation	2	2
Non-audit services:		
Other fees payable to the auditors of the charitable company	-	5
Depreciation	3,064	3,609
Loss on disposal of tangible assets	169	25
Operating lease rentals (land and buildings)	101	109
Hire of plant and equipment	4	6
Loss/(Gain) on foreign exchange translations	10	(9)

7. RESULTS OF TRADING ACTIVITIES OF SUBSIDIARY

Earlham Enterprises Limited	Total 2021 £000	Total 2020 £000
Profit and loss account		
Turnover	409	358
Cost of sales	(153)	(192)
Gross profit	256	166
Administrative expenses	(1)	(30)
Operating profit and profit on ordinary activities before taxation	255	136

In addition to the above, £135,503 (2020: £218,382) in Gift Aid was paid to the to the charitable company in the year.

8. REMUNERATION OF MEMBERS OF THE BOARD OF TRUSTEES

EI has been given approval by the Charities Commission to remunerate trustees where the Board considers that payment is necessary to attract trustees with specialist skills and experience. The power to remunerate trustees is included in EI's Articles of Association.

Six members of the Board of Trustees received remuneration from the group during the year for their duties as a Trustee (2020: nine). Total trustee remuneration in the year was £29,000 (2020: £30,000). Details of the remuneration paid during the year is as follows:

Name of Trustee	Total 2021 £000	Total 2020 £000
Professor Peter Holland	4	3
Professor Thomas Richards	4	3
Professor Robbie Waugh	-	1
Professor Dame Janet Thornton	8	7
Mrs Andrea Finegan	4	4
Dr Alasdair Macnab	5	4
Professor Edward Louis	4	4
Professor Veronica Van Heyningen	-	1
Professor Jean Beggs	-	3
Total	29	30

Attendance expenses were incurred by zero (2020: 3) Trustees whilst carrying out their duties amounted to £nil (2020: £877) during the year.

NOTES TO THE ACCOUNTS

9. EMPLOYEE INFORMATION

The average monthly number of persons employed by or deployed to the group, analysed by category, was as follows:

Group and charitable company	2021 Number	2020 Number
Scientific	91	87
Office management and services	17	21
Total	108	108

The aggregate payroll costs of these persons were:

	2021 £000	2020 £000
Note		
Wages and salaries	4,117	4,072
Redundancy costs	5	4
Social security costs	433	404
Other pension costs	602	570
Total	5,157	5,050

As required by Charities SORP an analysis has been provided below of the number of staff who fall within emoluments bands from £60,000 upwards.

Group and charitable company	2021 Number	2020 Number
£60,000 - £69,999	4	4
£70,000 - £79,999	4	2
£100,000 - £109,999	2	3
£160,000 - £169,999	1	1
Total	11	10

The number of staff with emoluments greater than £60,000 who were members of the Research Councils' Pension Schemes was 4 (2020: 2). The number of staff with emoluments greater than £60,000 who were members of a company stakeholder pension scheme was 5 (2020: 3).

Staff that joined prior to 1 October 2011 were employed by BBSRC up to 1 October 2017, when these employees transferred employment to the Institute under TUPE. Transferred employees retain their membership of the Research Councils Pension Scheme, where applicable, with EI becoming an admitted employer in the scheme.

Staff that joined after 1 October 2011 are employed under EI terms & conditions.

The key management personnel of the charitable company are considered to be the members of the executive team: the Institute Director, Director of Operations, Head of Genomics Pipeline, Head of Plant Genomics, Head of Research Faculty Office and Head of Research e-infrastructure. The key management personnel of the group comprise those of the charity and the key management personnel of the wholly owned subsidiaries, Earlham Enterprises Ltd ("EEL"). The key management personnel of EEL is considered to be the Institute Director (EI) and the Director of Operations (EI). No costs were recharged in respect of this. The total employee benefits of the key management personnel of the charity and group were £673,214 (2020: £793,268).

NOTES TO THE ACCOUNTS

10. INTEREST RECEIVABLE AND SIMILAR INCOME

	Total 2021 £000	Total 2020 £000
Bank interest	54	125
Interest on loans	2	2
Total	56	127

11. TANGIBLE ASSETS

Group and charitable company	Leasehold improvements £000	Plant, machinery and equipment £000	Assets under construction £000	Total £000
Cost				
At 1 April 2020	8,530	25,641	1,164	35,335
Transfers	4	971	(975)	-
Additions	127	579	1,022	1,728
Disposals	-	-	(169)	(169)
At 31 March 2021	8,661	27,191	1,042	36,894
Accumulated Depreciation				
At 1 April 2020	5,492	19,000	-	24,492
Charge for the year	205	2,847	-	3,052
Disposals	-	-	-	-
At 31 March 2021	5,697	21,847	-	27,544
Net book value at 31 March 2021	2,964	5,344	1,042	9,350
Net book value at 31 March 2020	3,038	6,641	1,164	10,843

All of the charitable company assets at 31 March 2021 are used for direct charitable purposes.

Assets under construction represent capital items which are not yet in full economic use.

12. INTANGIBLE ASSETS

Group	Software development £000	Total £000
Cost		
At 1 April 2020	177	177
Additions	-	-
At 31 March 2021	177	177
Accumulated Depreciation		
At 1 April 2020	165	165
Charge for the year	12	12
At 31 March 2021	177	177
Net book value at 31 March 2021	-	-
Net book value at 31 March 2020	12	12

NOTES TO THE ACCOUNTS

12. INTANGIBLE ASSETS (CONTINUED)

Charitable company	Software development £000	Total £000
Cost		
At 1 April 2020	147	147
Additions	-	-
At 31 March 2021	147	147
Accumulated Depreciation		
At 1 April 2020	135	135
Charge for the year	12	12
At 31 March 2021	147	147
Net book value at 31 March 2021	-	-
Net book value at 31 March 2020	12	12

The intangible asset relates to internally generated research software.

13. FIXED ASSET INVESTMENTS

Subsidiary

The charitable company's investment in its subsidiary undertaking at cost amounts to £1. The following is the operating subsidiary undertaking in which the charitable company has an interest:

Subsidiary Undertaking	Country of registration	Principal activity	Class and percentage of shares held
Earlham Enterprises Limited	England	Contract research	100% ordinary shares

Earlham Enterprises Limited (company registration number 06812113) registered address is Norwich Research Park, Norwich, Norfolk, NR4 7UZ.

The charitable company has committed to provide financial support to Earlham Enterprises Limited ("EEL"), and not demand repayment of amounts due to it, in order to enable EEL to meet its liabilities as they fall due – but only to the extent that money is not otherwise available to the company to meet such liabilities – for a period of at least 12 months from the signing of the financial statements of the EEL for the year ended 31 March 2021.

EEL is a member of Anglia Innovation Partnership LLP, which is responsible for the management and development of the Norwich Research Park land and for the furtherance of the NRP Enterprise Vision. EI is entitled to receive a share of certain profits generated by Anglia Innovation Partnership LLP, however it has no liability for losses or in the event of insolvency. Anglia Innovation Partnership LLP has not yet generated any profits.

EI has a 25% interest in NBI Partnership Limited ("NBIP"). NBIP supplies support and administrative services to EI and the other Norwich Institutes (John Innes Centre, Quadram Institute Bioscience and The Sainsbury Laboratory) on a not-for-profit basis. NBIP fully recharges its costs to the four research organisations and accordingly it generates no profit or loss.

14. STOCK

Group and charitable company	Total 2021 £000	Total 2020 £000
Raw materials and consumables	163	80
Total	163	80

NOTES TO THE ACCOUNTS

15. DEBTORS

		Group 2021 £000	Group 2020 £000	Company 2021 £000	Company 2020 £000
	Note				
<i>Grants receivable:</i>					
from government bodies		407	176	407	176
from other sources		243	252	243	252
Trade debtors		314	470	70	113
Amounts owed by subsidiary undertakings		-	-	85	227
Amounts owed by other related parties	23	171	178	171	178
Other debtors		73	119	73	119
Prepayments and accrued income		1,956	882	1,956	882
Total amounts falling due within one year		3,164	2,077	3,005	1,947

The above amounts fall due within one year.

Grants receivable from government bodies includes £75,602 in relation to capital funding receivable from BBSRC (2020: £127,223).

16. CASH AT BANK AND IN HAND

	Group 2021 £000	Group 2020 £000	Company 2021 £000	Company 2020 £000
Cash at bank	15,461	14,945	15,329	14,923
Total	15,461	14,945	15,329	14,923

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		Group 2021 £000	Group 2020 £000	Company 2021 £000	Company 2020 £000
	Note				
<i>Grants received in advance:</i>					
from government bodies		1,049	1,241	1,049	1,241
from other sources		387	71	376	71
Amounts owed to other related parties	23	307	190	307	190
Trade creditors		1,216	856	1,216	857
Other creditors		962	1,241	939	1,241
Taxation and social security		106	120	106	105
Accruals and deferred income		2,490	1,249	2,490	1,249
Total amounts falling due within one year		6,517	4,968	6,483	4,954

18. RECONCILIATION OF MOVEMENT IN GRANTS RECEIVABLE

Group		Total 2021 £000	Total 2020 £000
	Note		
Grants receivable	15	650	428
Grants received in advance	17	(1,436)	(1,312)
Net grants receivable at the end of the year / (received in advance)		(786)	(884)
Net grants (received in advance) / receivable at beginning of year		(884)	(716)
Grant monies received during the year		(8,934)	(8,464)
Grant money released to SOFA during the year		9,032	8,296
Net grants receivable at the end of the year / (received in advance)		(786)	(884)

NOTES TO THE ACCOUNTS

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed assets £000	Net current assets £000	Total 2021 £000
Group			
<i>Unrestricted:</i>			
Fixed asset reserve	804	-	804
Designated reserves	-	6,877	6,877
General reserve	-	4,105	4,105
<i>Restricted:</i>			
Fixed asset reserve	8,546	-	8,546
Designated reserves	-	861	861
General reserve	-	428	428
Total net assets	9,350	12,271	21,621

Charitable company

<i>Unrestricted:</i>			
Fixed asset reserve	804	-	804
Designated reserves	-	6,877	6,877
General reserve	-	3,838	3,838
<i>Restricted:</i>			
Fixed asset reserve	8,546	10	8,556
Designated reserves	-	861	861
General reserve	-	428	428
Total net assets	9,350	12,014	21,364

	Fixed assets £000	Net current assets £000	Total 2020 £000
Group			
<i>Unrestricted:</i>			
Fixed asset reserve	951	-	951
Designated reserves	-	5,572	5,572
General reserve	-	4,530	4,530
<i>Restricted:</i>			
Fixed asset reserve	9,904	-	9,904
Designated reserves	-	1,651	1,651
General reserve	-	381	381
Total net assets	10,855	12,134	22,989

Charitable company

<i>Unrestricted:</i>			
Fixed asset reserve	941	-	941
Designated reserves	-	5,572	5,572
General reserve	-	4,392	4,392
<i>Restricted:</i>			
Fixed asset reserve	9,914	-	9,914
Designated reserves	-	1,651	1,651
General reserve	-	381	381
Total net assets	10,855	11,996	22,851

The unrestricted fixed asset reserve represents the net book value of fixed assets purchased from unrestricted funds. The unrestricted designated reserve relates to funds designated by the Board for use in relation to co-funding for institute strategic programmes, strategic projects and future capital investment.

The restricted fixed asset reserve relates to the net book value of fixed assets purchased from capital grants. The restricted designated reserve relates to advance capital and project funding received from BBSRC. The restricted general reserve relates to advance strategic funding received from BBSRC.

NOTES TO THE ACCOUNTS

20. ANALYSIS OF FUNDS MOVEMENTS

Group	Unrestricted fixed assets reserve £000	Unrestricted designated £000	Unrestricted general £000	Restricted designated £000	Restricted fixed reserve £000	Restricted general £000	Total 2021 £000
At 1 April 2020	951	5,572	4,530	1,651	9,904	381	22,989
Operating surplus/(deficit) for the year	-	-	190	-	(2,073)	515	(1,368)
Capital transfers	(252)	169	-	-	83	-	-
Unrestricted general capital expenditure	105	(105)	-	-	-	-	-
Unrestricted designated transfer	-	773	(615)	(158)	-	-	-
Restricted designated transfer	-	-	-	(632)	632	-	-
Other transfers	-	468	-	-	-	(468)	-
At 31 March 2021	804	6,877	4,105	861	8,546	428	21,621

Charitable company							
At 1 April 2020	941	5,572	4,392	1,651	9,914	381	22,851
Operating surplus/(deficit) for the year	-	-	71	-	(2,073)	515	(1,487)
Capital transfers	(242)	169	(10)	-	83	-	-
Unrestricted general capital expenditure	105	(105)	-	-	-	-	-
Unrestricted designated transfer	-	773	(615)	(158)	-	-	-
Restricted designated transfer	-	-	-	(632)	632	-	-
Other transfers	-	468	-	-	-	(468)	-
At 31 March 2021	804	6,877	3,838	861	8,556	428	21,364

Group	Unrestricted fixed assets reserve £000	Unrestricted designated £000	Unrestricted general £000	Restricted designated £000	Restricted fixed reserve £000	Restricted general £000	Total 2020 £000
At 1 April 2019	1,162	6,299	4,517	600	11,517	389	24,484
Operating surplus/(deficit) for the year	-	-	(438)	-	(932)	(125)	(1,495)
Capital transfers	(474)	-	-	-	474	-	-
Unrestricted general capital expenditure	263	(293)	30	-	-	-	-
Unrestricted designated transfer	-	(529)	704	(104)	-	(71)	-
Restricted designated transfer	-	95	(158)	1,155	(1,155)	63	-
Other transfers	-	-	(125)	-	-	125	-
At 31 March 2020	951	5,572	4,530	1,651	9,904	381	22,989

Charitable company							
At 1 April 2019	1,140	6,299	4,327	600	11,509	389	24,264
Operating surplus/(deficit) for the year	-	-	(386)	-	(902)	(125)	(1,413)
Capital transfers	(462)	-	-	-	462	-	-
Unrestricted general capital expenditure	263	(293)	30	-	-	-	-
Unrestricted designated transfer	-	(529)	704	(104)	-	(71)	-
Restricted designated transfer	-	95	(158)	1,155	(1,155)	63	-
Other transfers	-	-	(125)	-	-	125	-
At 31 March 2020	941	5,572	4,392	1,651	9,914	381	22,851

Capital transfers relate to fund movements in connection with fixed assets and depreciation; ensuring assets are appropriately reflected in separate reserves.

Unrestricted general capital expenditure relates to fixed asset purchases funded from the unrestricted designated reserve.

The Unrestricted designated transfer represents movements in unrestricted funding for institute strategic programmes, strategic expenditure and future capital investment.

The Restricted designated transfer represents movements in restricted BBSRC funding for capital, projects and strategic grants.

Other transfers relate to the net surplus on restricted research grants, which has been transferred to unrestricted general reserves upon performance of the grant conditions.

NOTES TO THE ACCOUNTS

21. COMMITMENTS

Group and charitable company	Total 2021 £000	Total 2020 £000
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Capital commitments at the end of the financial year for which no provision has been made:

Contracted	892	702
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Group and charitable company	Total 2021 £000	Total 2020 £000
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Amounts due under other operating leases for land and buildings:

Under one year	100	100
Between one and five years	400	400
Over 5 years	1,376	1,476
	1,876	1,976

Amounts due under other operating leases for plant and machinery:

Under one year	2	2
Between one and five years	2	5
Over 5 years	-	-
	4	7

22. PENSION SCHEMES

All staff employed by EI on 30 September 2011 became BBSRC employees on 15 March 2012 and were deployed back to the Institute under conditions set out in the Deployment Agreement (the "Deployed Employees"). On 1 October 2017, Deployed Employees transferred employment to the Institute under TUPE.

Deployed Employees retain their membership of the Research Councils Pension Scheme (RCPS), where applicable, with EI becoming an admitted employer in the scheme. The RCPS is a defined benefit scheme funded from annual grant-in-aid on a pay-as-you-go basis. The RCPS Pension Scheme is a multi-employer scheme and EI is unable to identify its share of the underlying assets and liabilities. EI therefore accounts for the scheme as if it were a wholly defined contribution scheme. As a result, the amount charged to the income and expenditure account represents the contributions payable to the scheme in respect of the accounting period. Liabilities for the payment of future benefits are the responsibility of the RCPS and accordingly are not included in these Financial Statements. The employer contribution rate during the year was 26% (2020: 26%).

EI employees that joined after 30 September 2011 are eligible to join a defined contribution scheme.

The Company employs some staff jointly with the University of East Anglia. Staff are employed under EI terms & conditions, but are eligible to join The University Superannuation Scheme (USS). EI is obliged to pay the prevailing employer contribution rate for staff in the USS, however it has no liability for scheme funding deficits. Accordingly, these arrangements have been accounted for as defined contribution scheme.

The total pension charge for the year was £602,278 (2020: £570,130), with outstanding contributions at the year-end of £40,110 (2020: £34,191).

NOTES TO THE ACCOUNTS

23. RELATED PARTY TRANSACTIONS

Biotechnology and Biological Science Research Council (“BBSRC”)

The charitable company is strategically funded by BBSRC along with seven other Institutes and BBSRC is one of the members of the charitable company. BBSRC is part of UK Research and Innovation (UKRI), an organisation that brings together the UK's seven research councils, Innovate UK and Research England.

During the year BBSRC charged EI £nil (2020: £3,983) for subscription charges and other costs. As at 31 March 2021, EI owed BBSRC £52,399 (2020: £nil).

BBSRC provided £6,707,000 (2020: £7,979,000) of funding for research and in addition it provided £1,778,000 (2020: £2,676,000) of funding for capital purchases in the year ended 31 March 2021. As at 31 March 2021, BBSRC owed EI £78,772 (2020: £176,281), of which £75,602 (2020: £127,223) was for capital purchases.

NBI Partnership Limited (“NBIP”)

EI is one of four members and guarantors of NBIP, a company limited by guarantee. EI has provided short-term loans to NBIP to enable NBIP to manage its cash requirements. At 31 March 2021, EI had a loan balance with NBIP of £100,000 (2020: £105,000).

During the year, EI was charged £1,312,698 (2020: £1,353,299) for services under a cost sharing agreement. As at 31 March 2021, EI owed NBIP £159,812 (2020: £122,409) and NBIP owed EI £2,000 (2020: £2,100).

University of East Anglia (“UEA”)

UEA is a member of the charitable company. During the year, EI invoiced UEA £82,268 (2020: £79,065) for services. UEA invoiced EI £171,570 (2020: £73,902) for miscellaneous costs and £473,468 (2020: £477,096) for staff costs.

As at 31 March 2021, UEA owed EI £68,555 (2020: £71,201) and EI owed UEA £128,188 (2020: £48,812).

Anglia Innovation Partnership LLP (“AIP LLP”)

EI is a member of Anglia Innovation Partnership LLP through its 100% subsidiary, EEL. Anglia Innovation Partnership LLP is responsible for the management and development of the Norwich Research Park (NRP) estate and for the furtherance of the NRP Enterprise Vision. During the year, EI received services totalling £5,357 (2020: £420), and was charged £19,177 (2020: £19,597) for estate costs. As at 31 March 2021, EI owed AIP LLP £19,177 (2020: £19,177).

EI invoiced AIP LLP for services totalling £nil (2020: £375). As at 31 March 2021 AIP LLP owed EI £nil (2020: £nil).

Earlham Enterprises Ltd

Earlham Enterprises Ltd is the wholly owned trading subsidiary of EI. EEL undertakes contract research, research services and consultancy.

During the year, EI invoiced EEL for services and other costs totalling £233,496 (2020: £279,641). In addition, EEL made a gift aid payment to EI of £135,573 (2020: £218,382). As at 31 March 2021, EEL owed EI £85,105 (2020: £226,531).

24. ULTIMATE PARENT UNDERTAKING AND CONTROLLING PARTY

The Trustees consider that there is no ultimate parent undertaking and controlling party. EI is the parent undertaking of the smallest and largest group of undertakings to consolidate these financial statements.

REFERENCE AND ADMINISTRATIVE DETAILS

Directors and Trustees

Professor Dame Janet Thornton	Chair – Board of Trustees
Dr Alasdair Macnab	Chair – Audit Committee
Professor Peter Holland	
Professor Thomas Richards	
Ms Amanda Tagg	
Mrs Andrea Finegan	Chair – Remuneration Committee
Professor Jean Beggs	
Professor Edward Louis	
Professor Philip Gilmartin	

Key Management Personnel

Professor Neil Hall	Institute Director
Mrs Sarah Cossey	Director of Operations
Dr Karim Gharbi	Head of Genomics Pipeline
Professor Ant Hall	Head of Plant Genomics
Dr Christine Fosker	Head of Research Faculty Office
Dr Rob Davey	Head of Research e-infrastructure

Registered charity number 1136213

Registered company number 06855533

Registered office and principal office of the charity

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