

INSTITUTION OF ENGINEERING DESIGNERS

England & Wales · Charity number 1145678

Details

Other names INSITUTION OF ENGINEERING DESIGNERS, IED

Status Registered

Legal form Other

Registered 2012-01-30

Register [View on the Charity Commission register](#)

Contact

Address The Institution Of Engineering
Designers
Courtleigh
Westbury Leigh
Westbury
BA13 3TA

Phone 01373822801

Email ied@ied.org.uk

Website www.ied.org.uk

Activities

Objects: THE OBJECTS FOR WHICH THE INSTITUTION IS HEREBY CONSTITUTED ARE:(I) TO ADVANCE EDUCATION IN ENGINEERING AND TECHNOLOGICAL PRODUCT DESIGN AND, MORE PARTICULARLY, THE SPECIES OF KNOWLEDGE AND APPLICATION WHICH DISTINGUISHES ENGINEERING DESIGN AND THE PROFESSION DIRECTLY CONCERNED WITH ENGINEERING AND TECHNOLOGICAL PRODUCT DESIGN; AND(II) TO CONSTITUTE A BODY OF MEMBERS QUALIFIED IN THE PUBLIC INTEREST TO A GENERALLY RECOGNISED HIGH STANDARD.

Activities: The IED is a professional body for those who study, research, practice or manage engineering and product design. The IED works with education to develop courses in teaching and training relevant to design, promotes the excellence of good design to the wider community and assesses and regulates members in their work, for the public good.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Malta
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£296,961	£337,246	-	-
2023-12-31	£298,463	£334,687	-	-
2022-12-31	£283,907	£270,895	-	-
2021-12-31	£321,451	£276,369	-	-
2020-12-31	£281,680	£301,051	-	-

Trustees

Name	Role	Appointed
Raymond Yuen CEng MIED	Chair	2015-04-27
ANTHONY KEEGAN		2017-07-08
Daniel Farrell CEng FIED		2015-07-11
David Thomas Hardy Castle		2014-07-12
Dr Benjamin Watson CTPD FIED		2016-07-09
Dr Eujin Pei CTPD MIED		2020-04-20
Dr GARY ANDREW TIZZARD		2012-01-17
Dr Mazher Mohammed MIED		2024-12-05
Eamon Michael Tarrant RCP MIED		2022-10-17
IAN TREACY		2012-01-17
James Harrison-Furse MIED		2022-10-17
Jennifer Michelle Roberts CEng MIED		2020-07-11
Mark Lynch CEng MIED		2020-07-11
Neil Phelps		2014-07-12
Paul Jeffries CEng MIED		2022-07-09
Professor Kay Bond BEng PhD		2022-10-17
Professor Philip Jamie Sewell FIED		2017-07-08
Richard Timbrell MIED		2024-12-05
SIMON BENFIELD CENG FIED		2013-04-19
SIMON VAITKEVICIUS		2012-01-17
Thomas Nathan Channell CEng MIED		2019-04-08

Accounts

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2024 to 31 December 2024

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2024

Professor Kay Bond BEng PhD CEng MIMechE MIED ¹
D T H Castle IEng RCADMan FIED(PCh) MBCS CITP (Immediate Past Chair) ^{2,3}
T N Channell MEng CEng MIED
D Farrell BSc(Hons) MTech CEng CTPD FIED
J Harrison-Furse BA(Hons) EngTech MIED ⁶
A T A Keegan CEng FIED(PCh) ²
M Lynch BSc(Hons) MSc CEng MIED ⁵
Dr Mazher Mohammed EngD MPhys MIED ⁵
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
A Penn BSc(Hons) MSc CTPD MIED ^{3,5}
N Phelps IEng MIED MIET ^{2,3}
J Roberts MEng CEng MIED ⁵
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED ^{1,2}
E Tarrant BSc(Hons) STEM EngTech RCP MIED
R Timbrell CEng MIED ²
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1,2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED (Vice-Chair)
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED
R Yuen MEng CEng FIED MICE MAPM (Chair) ²

Trustee & Honorary Treasurer

S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2,3,4,5}

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

⁵ Inclusion, Equity and Diversity Committee

⁶ Communications Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts Swindon Limited
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
64 Fore Street
Trowbridge
Wiltshire
BA14 8EU

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts Swindon Limited
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their report and the financial statements for the year ended 31 December 2024.

The accounts comply with the Charities Act 2011, the charity's governing document and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

S J Benfield CEng CEnv CTPD FIED(PCh) (Councillor and Honorary Treasurer)	
Professor Kay Bond BEng PhD CEng MIMechE MIED (Councillor)	
D T H Castle IEng RCADMan FIED(PCh) MBCS CIP (Immediate Past Chair)	
T N Channell MEng CEng MIED (Councillor)	
D Farrell BSc(Hons) MTech CEng CTPD FIED (Councillor)	(Resigned as Vice Chair 13 July 2024)
J Harrison-Furse BA(Hons) EngTech MIED (Councillor)	
A T A Keegan CEng FIED(PCh) (Councillor)	
M Lynch BSc(Hons) MSc CEng MIED (Councillor)	
Dr M Mohammed EngD MPhys MIED (Councillor)	(Co-opted to Council 5 December 2024)
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED (Councillor)	
A Penn BSc(Hons) MSc CTPD MIED (Councillor)	
N Phelps IEng MIED MIET (Councillor)	
J Roberts MEng CEng MIED (Councillor)	
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED (Councillor)	
E Tarrant BSc(Hons) STEM EngTech RCP MIED (Councillor)	
R Timbrell CEng MIED (Councillor)	(Co-opted to Council 5 December 2024)
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA (Councillor)	
I Treacy BA MSc IEng MIED MIET (Councillor)	
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED (Vice Chair)	(Elected as Vice Chair 13 July 2024)
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Councillor)	(Resigned as Vice Chair 13 July 2024)
R Yuen MEng CEng FIED MICE MAPM (Chair)	

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's journal Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service. Miss Molly Kerr and Mr Harrison Stocker joined the Institution as level 3 apprentices in September 2024.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2024 as partners in the very successful Engineering and Product Design Education Conference, hosted by Barcelona University.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy and the Academy's National Engineering Policy Centre. In addition, members of the IED contributed to reports drawn up by the Academy during the year and the Secretary was invited to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) and Registered Environmental Practitioner (REnvP) status to suitably qualified and experienced members. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk and on the website www.ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

c. Activities for achieving objectives Significant activities

The following projects were progressed:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward with the granting of planning permission for development of part of the grounds. Work is now underway to sell the land.
- The work of the Inclusion, Equity and Diversity Committee continues, with projects rolled out across the IED with the aim of improving the diversity of membership representation across the Institution.
- 'Project IED' was rolled out – a group of initiatives aimed at a number of outcomes, including widening membership, improving communications, providing a greater range of membership services and looking at non-membership revenue. A group of Trustees are steering these various projects which will help the IED become the Institution of the future. The launch of Associate grade of membership and a mentoring scheme are two of the outcomes from this project.
- A new Communications Committee was formed, with the aim of improving connections with existing and potential membership, a strategy is under development, for roll out over the next twelve months.
- Employment of two apprentices in the fields of marketing and communications and operations management have already lead to significant developments in marketing and communications with existing and potential members.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2024 was to continue to provide membership and registration services and support to IED members. The development of the Communications Committee is aimed at addressing some of the challenges of attracting and retaining members.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2024	Dec 2023
Fellows	141	151
Members	1,200	1,239
Students (including OU)	1,868	2,864
Affiliates	11	13
Associate (new grade in 2023)	61	50
Total	3,281	4,317

Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers but numbers remain fairly constant overall (excluding students). The new Associate grade of membership, via a recommendation scheme to active members, continues to be successful, with over 60 applicants so far – some of whom have already converted to Member grade. The aim of the scheme is to offer AIED free of charge for a limited period and to advise on upgrading to Member and registration within that period of time. A new, more personalised, method of signing up students from accredited courses has been introduced. Whilst this has resulted in fewer initial new members, those who have signed up are more engaged and likely to retain their membership on completion of their courses. The new method is also more GDPR compliant.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, REnvP, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2023. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

Publications

A further four issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the magazine remains available by subscription and is circulated free-of-charge to a number of educational establishments. The publication is available electronically to all members including those who live internationally and non-paying students. In addition to the four printed copies there were also 12 monthly digital publications, available online to members and the wider public, as well as weekly digital newsblasts.

Charitable activities

The following activities took place:

- In-person accreditation visits at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Four IED members volunteer for various BSi Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- The Secretary continued to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering as drawn up by the Royal Academy of Engineering and the Engineering Council.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2024 to run a joint Engineering and Product Design Conference, with the theme of The Rise of the Machines: Design Education in the Generative AI Era. The conference was a two-day virtual event hosted by Aston University, where a total of 123 papers were presented. The event was a great success with 146 attendees.
 - The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
 - The IED also worked with a number of colleges and universities during 2024 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 7 accreditation visits during the year, with 18 courses accredited.
 - The IED supported the annual Engineering Design Show, with a stand at the event held in Coventry in October.
 - The IED also help co-ordinate M+E Week, which culminated in the Smart Manufacturing Expo at the NEC in June.
 - The Institution also supported the 2024 'Westbury Soapbox Derby' held in the IED's home town, aimed at attracting young people into careers in STEM.
 - Machine Building live is a new event, held at the National Motor Museum in October, where the IED had a stand to attract new members.
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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. 28 Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course.

The Institution's annual awards were presented following the AGM at the RNLI College, West Quay Road, Poole, Dorset, BH15 1HZ.

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to Sarah Kelly for her contributions to engineering and design standards.

The Hornsby Cup, given for the best article published in the Institution's magazine during the previous year, was awarded to Geordie Torr for his article 'Beyond CAD' which appeared in the July 2023 issue.

The Chair's Award was presented to the IED² Committee in recognition of their services developing and promoting inclusion equity and diversity within the IED.

Four medals of appreciation were awarded:

- Mr Henry Collier in grateful recognition of his time as a Member of MemCo for over 35 years.
- Mr Dan Farrell in grateful recognition of his time as Vice Chair of Council from 2021-2024.
- Mr Colin Mulberg in grateful recognition of his reliable, committed contributions to the work of the Education and Training Committee
- Dr Ben Watson in grateful recognition of his time as Vice Chair of Council from 2021-2024.

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2024 was presented to Westbury Whitehorse Soapbox Derby, for their work in promoting STEM to the people of Westbury.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2024 winner was Abigail Batley.

The Kathbert Trophy, awarded to the most promising new member, was awarded to Martin Cooper.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2024 award was presented to SURI for the design of their innovative toothbrush.

The Founders Award was presented to Professor Phil Sewell in recognition of his service as Chair of ETC.

The Hills Millennium Award was awarded to Wengqing Yang.

Full details of the awards celebration appeared in the October issue of *Engineering Designer*.

Branches

The Institution supports thirteen branches across the UK plus one international branch in Malta.

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report a number of other member volunteers give of their time to assess new membership and registration applications. Meetings are normally held on the third Wednesday in every month.
 - Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

- Inclusion, Equity and Diversity Committee – seven members of the Institution work together to address issues of equity, diversity and inclusion within the Institution and the wider design community.
- Communications Committee – Harrison, the marketing and communications apprentice, joined the Committee which was formed in late 2023, who have come together to formulate and implement a new strategy for comprehensive communications across the Institution, with the aim of improving engagement with existing members, attracting new members and reaching out to the wider design community.
- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
- Technical Report and ELR interviews at all three levels
- Chartered Environmentalist interviews
- CTPD, RProdDes, RCP and RCADMan interviews

There are 11 volunteers on the Membership Committee and 20 volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The Statement of Financial Activities (page 11) shows that for this year there was a deficit of £(40,285) (2023: deficit £(36,224)).

Total resources expended amounted to £337,246 (2023: £334,687).

b. Reserves (restricted and unrestricted)

Total reserves amount to £303,766 (2023: £344,051). General reserves (excluding restricted and endowment funds) stand at £287,952 (2023: £334,597).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £15,814 (2023: £9,454).

Unrestricted reserves stand at £287,952 (2023: £334,597) of which £500,731 (2023: £503,284), excluding the revaluation reserve (see below), are held as fixed assets with the balance represented by net liabilities of £(212,779) (2023: £(168,687)).

As can be seen from the above, free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Revaluation reserve

The revaluation reserve represents an unrealised gain on the revaluation of the freehold land and buildings. The reserve is £201,821 (2023 £nil). The freehold land and buildings of £700,000 comprises £535,921 cost and £164,079 revaluation of cost.

Total fixed assets of £702,552 (2023 £503,294) comprises £500,731 of assets at cost net of depreciation (see above) (2023 £503,284) and £201,821 (2023 £nil) unrealised revaluation surplus.

d. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

Plans for the future

Future developments

The staff, Trustees and wider volunteers at the Institution are working hard on a number of initiatives to improve the services to the membership, to promote professional registration, attract new members and improve communications, as listed in this document previously. The expected fruition of Project Courtleigh will help towards funding these activities and volunteers are actively being recruited to help with the development and delivery of the projects.

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions

On behalf of the board of trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on pages 11 to 24.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts Swindon Limited
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

		Unrestricted funds	Restricted funds	Total 2024	Total 2023
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	238,235	9,000	247,235	261,315
Activities for generating funds	3	34,652	-	34,652	32,375
Investment income	4	-	-	-	-
		272,887	9,000	281,887	293,960
Incoming resources from charitable activities	5	15,074	-	15,074	4,773
Total incoming resources		287,961	9,000	296,961	298,463
<u>Resources expended</u>					
Costs of generating funds					
Costs of generating donations and legacies	6	176,426	-	176,426	180,961
Net incoming resources available		111,535	9,000	120,535	117,502
<u>Charitable activities</u>					
Other costs		158,180	-	158,180	152,414
Benevolent Fund		-	2,640	2,640	1,312
The David Peacock Trust		-	-	-	-
Total charitable expenditure		158,180	2,640	160,820	153,726
Total resources expended		334,606	2,640	337,246	334,687
Net income/(expenditure) for the year		(46,645)	6,360	(40,285)	(36,224)
Transfer of funds	17	-	-	-	-
Net movement in funds		(46,645)	6,360	(40,285)	(36,224)
Fund balances at 1 January		334,597	9,454	344,051	380,275
Fund balances at 31 December		287,952	15,814	303,766	344,051

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		702,552		503,284
Current assets					
Stocks		4,474		4,474	
Debtors	15	2,813		15,131	
Cash at bank and in hand		14,702		25,530	
		21,989		45,135	
Creditors: amounts falling due within one year	16	(218,954)		(204,368)	
Net current (liabilities)/assets			(196,965)		(159,223)
Total assets less current liabilities			505,587		344,051
Income funds					
Restricted funds	17		15,814		9,454
Unrestricted funds			287,952		334,597
Revaluation reserve	14		201,821		-
			505,587		344,051

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
 Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its journal and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets, other than freehold land and buildings, are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

Tangible fixed assets and depreciation (continued)

Freehold land and buildings are stated at their revalued amount. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the charity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and gifts (including Gift Aid)	20,424	9,000	29,424	17,429
Subscriptions and membership income (see below)	217,811	-	217,811	243,886
	<u>238,235</u>	<u>9,000</u>	<u>247,235</u>	<u>261,315</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2024 £	2023 £
Subscription and fee income from members	192,198	214,919
Members joining fees	13,361	12,001
	<u>205,559</u>	<u>226,920</u>
Accreditation fees	12,252	16,966
	<u>217,811</u>	<u>243,886</u>

3 Activities for generating funds

	2024 £	2023 £
Activities for generating funds (rent, journal advertising etc)	34,652	32,375
Net Activities for generating funds	<u>34,652</u>	<u>32,375</u>

4 Investment income

	2024 £	2023 £
Bank interest	-	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

5 Incoming resources from charitable activities

	2024 £	2023 £
Seminar and course income	<u>15,074</u>	<u>4,773</u>

6 Total resources expended

	2024 £	2023 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	<u>176,426</u>	<u>180,961</u>

Included in costs of generating funds are Project Courtleigh costs which have decreased and are as shown in note 11.

Charitable activities

	2024 £	2023 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	80,657	75,289
Grant funding of activities	-	-
Support costs (note 11 – investment, governance & education)	<u>77,523</u>	<u>77,125</u>
Total	<u>158,180</u>	152,414

Benevolent Funds

Costs	<u>2,640</u>	1,312
	<u>160,820</u>	153,726
	<u>337,246</u>	<u>334,687</u>

Included in support costs are payments to the Independent Examiner of £4,027 (2023: £3,835).

Also Included in support costs are Project Courtleigh costs which have decreased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

7	Costs of generating donations and legacies (see note 6)	2024	2023
		£	£
	Other costs comprise:		
	Advertising	175	663
	AGM/EGM expenses	3,967	8,411
	Awards	1,339	1,404
	Branch expenses reimbursed	-	-
	Councillor expenses	940	594
	Exhibitions costs	2,586	1,886
	Marketing & promotions	-	-
	New members expenses	494	1,541
	Secretariat expenses	1,187	1,579
	Support costs (note 11 – including Project Courtleigh)	165,738	164,883
		176,426	180,961
	Project Courtleigh costs have decreased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2024	2023
		£	£
	Other costs relating to IED comprise:		
	Journal publishing costs	52,216	49,211
		52,216	49,211
	Support costs	24,053	23,930
		76,269	73,141
	University accreditation costs	4,388	2,148
		80,657	75,289
9	Grants payable	2024	2023
		£	£
	IED	-	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2024 £	Total 2023 £
Administration (including Project Courtleigh)	89,563	-	89,563	110,557
Staff costs (note 13)	177,751	-	177,751	155,381
Depreciation	2,553	-	2,553	2,553
	<u>269,867</u>	<u>-</u>	<u>269,867</u>	<u>268,491</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income	Investment Management Costs	Governance Costs	Educational Schemes	Journal
Percentage	62.00%	0.50%	1.50%	27.00%	9.00%
	£	£	£	£	£
Accountancy fees	2,497	20	60	1,087	363
Bank charges	4,121	33	100	1,795	598
Computer equipment depreciation	1,583	13	38	689	230
Computer expenses/IT support	7,623	61	184	3,320	1,107
Employer's National Insurance	5,534	45	134	2,410	802
Employer's pension contributions	2,633	21	64	1,147	382
Equipment maintenance					
Fixtures & fitting depreciation					
General expenses	968	8	23	421	141
Insurance	2,592	21	63	1,129	375
Interest payable	772	6	19	336	112
Irrecoverable VAT under Partial	538	4	13	234	78
Legal & professional fees	1,444	12	35	629	209
Light & heat	11,515	93	279	5,014	1,671
Office refreshments	136	1	3	59	20
Postage	2,305	19	56	1,004	333
Printing & stationery	1,319	11	32	575	191
Project Courtleigh	3,828	31	93	1,667	555
Property maintenance	11,302	91	273	4,922	1,641
Rates & water	1,233	10	30	537	178
Staff training	374	3	9	163	55
Subscriptions payable	1,322	11	32	576	191
Telephone	60	-	1	26	9
Wages & salaries	102,039	823	2,469	44,436	14,812
Total	<u>165,738</u>	<u>1,337</u>	<u>4,010</u>	<u>72,176</u>	<u>24,053</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

11 Support Costs – total

Description	Total 2024 £	Total 2023 £
Accountancy fees	4,027	3,650
Bank charges	6,647	5,432
Computer equipment depreciation	2,553	2,553
Computer expenses/IT support	12,295	8,737
Employer's National Insurance	8,925	7,530
Employer's pension contributions	4,247	3,041
Equipment hire	-	-
Fixtures & fitting depreciation	-	-
General expenses	1,561	2,901
Insurance	4,180	5,241
Interest payable	1,245	1,129
Irrecoverable VAT under Partial Exemption rules	867	8,269
Legal & professional fees	2,329	4,337
Light & heat	18,572	10,821
Office refreshments	219	281
Postage	3,717	3,439
Printing & stationery	2,128	1,880
Project Courtleigh	6,174	20,921
Property maintenance	18,229	24,353
Rates & water	1,988	1,721
Staff training	604	714
Subscriptions payable	2,132	3,298
Telephone	96	880
Wages & salaries	164,579	144,810
Total	267,314	265,938

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £1262 for expenses (2023: £1,851). This included £208 (2023: £18) in relation to accreditation expenditure, £0 (2023: £0) for assessments and the remainder £1,054 (2023: £1,833) was for other expenditure.

Trustees loaned a further £30,000 (2023: £30,000) to the charity during the year as short-term working capital. Loan interest at 5.00% (2023: 5.00%) per month was payable on the loans. The loans outstanding at the year end were £60,000 (2023: £60,000). No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

13 Employees

Staff Costs

	2024 £	2023 £
Wages and salaries	164,579	144,810
Employer's National Insurance contributions	8,925	7,530
Pension costs	4,247	3,041
	<u>177,751</u>	<u>155,381</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2023: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost or valuation				
At 1 January 2024	535,921	26,180	6,655	568,756
Revaluation	<u>164,079</u>	<u>-</u>	<u>-</u>	<u>164,079</u>
At 31 December 2024	<u>700,000</u>	<u>26,180</u>	<u>6,655</u>	<u>732,835</u>
Depreciation				
At 1 January 2024	37,742	21,075	6,655	65,472
Charge for the year	-	2,553	-	2,553
Revaluation	<u>(37,742)</u>	<u>-</u>	<u>-</u>	<u>(37,742)</u>
At 31 December 2024	<u>-</u>	<u>23,628</u>	<u>6,655</u>	<u>30,283</u>
Net book value				
At 31 December 2024	<u>700,000</u>	<u>2,552</u>	<u>-</u>	<u>702,552</u>
At 31 December 2023	<u>498,179</u>	<u>5,105</u>	<u>-</u>	<u>503,284</u>

Included in land and buildings is freehold land of £165,000 (2023: £165,000). As part of Project Courtleigh, planning permission has been granted on part of the freehold property. In December 2024, the Trustees obtained a professional valuation of the land and property of £700,000 from Cooper & Tanner LLP, a member of the Royal Institution of Chartered Surveyors (RICS).

15 Debtors

	2024 £	2023 £
Trade debtors	2,813	15,131
Other debtors	<u>-</u>	<u>-</u>
	<u>2,813</u>	<u>15,131</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

16	Creditors: amounts falling due within one year	2024 £	2023 £
	Accruals	4,027	3,835
	Bank overdraft	60,409	37,010
	Deferred income	-	-
	Engineering Council	36,103	33,666
	Loans from Trustees	61,684	61,280
	Other creditors	15,652	60,562
	Other taxes and social security costs	3,521	3,045
	Trade creditors	34,027	4,601
	VAT	3,531	369
		218,954	204,368

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2024	Movement in funds Net movement	Transfer	Balance at 31 December 2024
	£	£	£	£
Benevolent Fund	9,454	(2,640)	-	6,814
The David Peacock Trust	-	9,000	-	9,000
	9,454	6,360	-	15,814

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

The David Peacock Trust – funded by the David Peacock Trust, and used to provide bursaries for students. It is anticipated that bursaries will commence in 2025.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 December 2024 are represented by:			
Tangible fixed assets	500,731	-	500,731
Current assets	6,175	15,814	21,989
Creditors: amounts falling due within one year	(218,954)	-	(218,954)
	287,952	15,814	303,766

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Detailed Income and Expenditure account

	2024 £	2023 £
Income		
Incoming resources from generated funds		
Donations and gifts	1,014	73
Gift Aid	19,410	17,356
Members joining fees	13,361	12,001
Sponsorship and commissions (accreditation)	12,252	16,966
Subscriptions & fee income from members	192,198	214,919
	<u>238,235</u>	<u>261,315</u>
Activities for generating funds		
Journal advertising and non-member subscriptions	11,537	8,170
Rental income, room hire charges & sundry income	23,115	24,205
	<u>34,652</u>	<u>32,375</u>
Investment income		
Bank and building society interest	-	0
Incoming resources from charitable activities		
Seminar and course income	15,074	4,773
	<u>287,961</u>	<u>298,463</u>
Total Income		
	<u>287,961</u>	<u>298,463</u>
Expenditure		
Costs of generating funds		
Advertising & marketing	175	663
AGM/EGM expenses	3,967	8,411
Awards	1,339	1,404
Branch expenses reimbursed	-	-
Councillor expenses	940	594
Exhibitions costs	2,586	1,886
(Increase)/decrease in stock	-	-
Marketing & promotions	-	-
New members expenses	494	1,541
Secretariat expenses	1,187	1,579
	<u>10,688</u>	<u>16,078</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Detailed Income and Expenditure account

Charitable activities

Journal publishing costs	52,216	49,211
University accreditation	4,388	2,148
	<u>56,604</u>	<u>51,359</u>
Grants provided	-	-
	<u>56,604</u>	<u>51,359</u>

Other resources expended (restricted)

Benevolent Fund	2,640	1,312
	<u>2,640</u>	<u>1,312</u>

Support costs

Accountancy fees	4,027	3,650
Bank charges	6,647	5,432
Computer equipment depreciation	2,553	2,553
Computer expenses/IT support	12,295	8,737
Employer's National Insurance	8,925	7,530
Employer's pension contributions	4,247	3,041
Equipment maintenance	-	-
Fixtures & fitting depreciation	-	-
General expenses	1,561	2,901
Insurance	4,180	5,241
Interest payable	1,245	1,129
Irrecoverable VAT under Partial Exemption rules	867	8,269
Legal & professional fees	2,329	4,337
Light & heat	18,572	10,821
Office refreshments	219	281
Postage	3,717	3,439
Printing & stationery	2,128	1,880
Project Courtleigh	6,174	20,921
Property maintenance	18,229	24,353
Rates & water	1,988	1,721
Staff training	604	714
Subscriptions payable	2,132	3,298
Telephone	96	880
Wages & salaries	164,579	144,810
	<u>267,314</u>	<u>265,938</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>337,246</u>	<u>334,687</u>
Total movement in Funds	<u>(49,285)</u>	<u>(36,224)</u>

Accounts

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2023 to 31 December 2023

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2023

Professor Kay Bond BEng PhD CEng MIMechE MIED ¹
D T H Castle IEng RCADMan FIED(PCh) MBCS CITP (Immediate Past Chair) ^{2, 3}
T N Channell MEng CEng MIED
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair)
J Harrison-Furse BA(Hons) EngTech MIED ⁶
A T A Keegan CEng FIED(PCh) ²
M Lynch BSc(Hons) MSc CEng MIED ⁵
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
A Penn BSc(Hons) MSc CTPD MIED ^{3, 5}
N Phelps IEng MIED MIET ^{2, 3}
J Roberts MEng CEng MIED ⁵
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED ^{1, 2}
E Tarrant BSc(Hons) STEM EngTech RCP MIED
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1, 2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair)
R Yuen MEng CEng FIED MICE MAPM (Chair) ²

Trustee & Honorary Treasurer

S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2, 3, 4, 5}

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

⁵ Inclusion, Equity and Diversity Committee

⁶ Communications Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
37 Market Place
Warminster
Wiltshire
BA12 9BD

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their report and the financial statements for the year ended 31 December 2023.

The accounts comply with the Charities Act 2011, the charity's governing document and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

S J Benfield CEng CEnv CTPD FIED(PCh) (Councillor/Honorary Treasurer)	(Elected as Honorary Treasurer 8 July 2023)
Professor Kay Bond BEng PhD CEng MIMechE MIED (Councillor)	
D T H Castle IEng RCADMan FIED(PCh) MBCS CITP (Chair/Immediate Past Chair)	(Resigned as Chair 8 July 2023)
T N Channell MEng CEng MIED (Councillor)	
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair)	
J Harrison-Furse BA(Hons) EngTech MIED (Councillor)	
A T A Keegan CEng FIED(PCh) (Honorary Treasurer/Councillor)	(Resigned as Honorary Treasurer 8 July 2023)
Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED (Deceased 3 February 2023) MCMI MDS (Immediate Past Chair/Councillor)	
M Lynch BSc(Hons) MSc CEng MIED (Councillor)	
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED (Councillor)	
A Penn BSc(Hons) MSc CTPD MIED (Councillor)	
N Phelps IEng MIED MIET (Councillor)	
J Roberts MEng CEng MIED (Councillor)	
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED (Councillor)	
E Tarrant BSc(Hons) STEM EngTech RCP MIED (Councillor)	
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA (Councillor)	
I Treacy BA MSc IEng MIED MIET (Councillor)	
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED (Councillor)	
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair)	
R Yuen MEng CEng FIED MICE MAPM (Councillor/Chair)	(Elected as Chair 8 July 2023)

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's journal Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2023 as partners in the very successful Engineering and Product Design Education Conference, hosted by Barcelona University.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy and the Academy's National Engineering Policy Centre. In addition, members of the IED contributed to reports drawn up by the Academy during the year and the Secretary was invited to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) and Registered Environmental Practitioner (REnvP) status to suitably qualified and experienced members. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk and on the website www.ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution. A new five year strategy was launched at the end of 2022.

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

c. Activities for achieving objectives Significant activities

The following projects were progressed:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward with the submission of a planning application for development of part of the grounds. A decision is awaited.
- The work of the Inclusion, Equity and Diversity Committee continues, with projects rolled out across the IED with the aim of improving the diversity of membership representation across the Institution.
- 'Project IED' was rolled out – a group of initiatives aimed at a number of outcomes, including widening membership, improving communications, providing a greater range of membership services and looking at non-membership revenue. A group of Trustees are steering these various projects which will help the IED become the Institution of the future. The launch of Associate grade of membership and a mentoring scheme are two of the outcomes from this project.
- A new Communications Committee was formed, with the aim of improving connections with existing and potential membership, a strategy is under development, for roll out over the next twelve months.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2023 was to continue to provide membership and registration services and support to IED members. The development of the Communications Committee is aimed at addressing some of the challenges of attracting and retaining members.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2023	Dec 2022
Fellows	151	162
Members	1,239	1,273
Students (including OU)	2,864	2,401
Affiliates	13	16
Associate (new grade in 2023)	50	-
Total	4,317	3,852

Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers but numbers remain fairly constant overall. The launch of the new Associate grade of membership, via a recommendation scheme to active members, has been very successful, with over 50 applicants so far – some of whom have already converted to Member grade. The aim of the scheme is to offer AIED free of charge for a limited period and to advise on upgrading to Member and registration within that period of time.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2023. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

Publications

A further four issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the magazine remains available by subscription and is circulated free-of-charge to a number of educational establishments. The publication is available electronically to all members including those who live internationally and non-paying students. In addition to the four printed copies there were also 12 monthly digital publications, available online to members and the wider public.

Charitable activities

The following activities took place:

- A return to in-person accreditation visits at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Four IED members volunteer for various BSi Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- The Secretary continued to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering as drawn up by the Royal Academy of Engineering and the Engineering Council.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2023 to run a joint Engineering and Product Design Conference, with the theme of Responsible Innovation for Global Co-Habitation. The conference was a two-day virtual event hosted by Barcelona University, where a total of 118 papers were presented. The event was a great success with 152 attendees.
 - The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
 - The IED also worked with a number of colleges and universities during 2023 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 10 accreditation visits during the year, with 51 courses accredited.
 - The IED supported the annual Engineering Design Show, with a stand at the event held in Coventry on 11 and 12 October.
 - The IED also help co-ordinate M+E Week, which culminated in the Engineering Expo at the NEC on 7 and 8 June.
 - The Institution also supported the 2023 'Westbury Soapbox Derby' held in the IED's home town, aimed at attracting young people into careers in STEM.
 - Machine Building live is a new event, held at the National Motor Museum on 4 October, where the IED had a stand to attract new members.
-

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. Twenty-eight Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course.

The Institution's annual awards were presented following the AGM at the Falkirk Wheel, Lime Road, Falkirk, Scotland, FK1 4RS.

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to John Armitage for his work on Design for Manufacture and Assembly and Modern Methods of Construction in the bridge design field.

The Hornsby Cup, given for the best article published in the Institution's magazine during the previous year, was awarded to Geordie Torr for his article 'Cutting Edge' which appeared in the April 2022 issue.

The Chair's Award was presented to Tony Keegan in recognition of his services as Honorary Treasurer.

Ten medals of appreciation were awarded:

- Professor Kay Bond in recognition of her ongoing support as a member of the IED's accreditation panel and Education and Training Committee.
- Dr Chris Dowlen in recognition of his support with MemCo in particular the ToR and ELR forms.
- Mr Gerry Lewcock in recognition of his support with MemCo.
- Mr George Lymn-Collins in recognition of his concept work on the Membership & Registration Flowchart.
- Dr Paul Morley in recognition of his ongoing support of the accreditation process and work of the ETC Committee.
- Mrs Jenny Roberts for her work in leading the Inclusion, Equity and Diversity working group and resulting Committee.
- Professor Phil Sewell in recognition of him leading the initiative piloting routes to registration for students completing accredited courses.
- Dr Ben Watson in recognition of his enthusiastic ideation and creation of new membership initiatives and ongoing support of the Institution.
- Mr Matthew White for his contributions to the work of the Education and Training Committee and the Accreditation Panel.
- Mr Pete Zimmerman in recognition of his support with MemCo.

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2023 was presented to Hornby, for the hugely successful TV series 'Model World' which helps to portray a variety of design challenges to the public and showcases the designers who solve them.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2023 winner was Robert O'Neill.

The Kathbert Trophy, awarded to the most promising new member, was awarded to Nicholas Morgan.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2023 award was presented to Steve Holyer for the design of RoomMate, a device designed to help the visually impaired access public toilets.

The Founders Award was presented to Dave Castle in recognition of his service as Chair of Council.

The Hills Millennium Award was awarded to Limor Fried.

Full details of the awards celebration appeared in the October issue of *Engineering Designer*.

Branches

The Institution supports thirteen branches across the UK plus one overseas branches in Malta.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report a number of other member volunteers give of their time to assess new membership and registration applications. Meetings are normally held on the third Wednesday in every month.
- Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
- Inclusion, Equity and Diversity Committee – six members of the Institution work together to address issues of equity, diversity and inclusion within the Institution and the wider design community.
- Communications Committee – a new Committee formed in late 2023, of five members who have come together to formulate and implement a new strategy for comprehensive communications across the Institution, with the aim of improving engagement with existing members, attracting new members and reaching out to the wider design community.
- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
- Technical Report and ELR interviews at all three levels
- Chartered Environmentalist interviews
- CTPD, RProdDes, RCP and RCADMan interviews

There are thirteen volunteers on the Membership Committee and twenty-one volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The Statement of Financial Activities (page 11) shows that for this year there was a deficit of £(36,224) (2022: surplus £12,922).

Total resources expended amounted to £334,687 (2022: £270,985).

b. Reserves

Total reserves amounts to £344,051 (2022: £380,275). General reserves (excluding restricted and endowment funds) stand at £334,597 (2022: £369,509).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £9,454 (2022: £10,766).

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Unrestricted reserves stand at £334,597 (2022 -£369,509) of which £503,284 (2022 - £498,179) are held as fixed assets with the balance represented by net liabilities of £(168,687) (2022 - £(128,670)).

As can be seen from the above, free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

Plans for the future

Future developments

The staff, Trustees and wider volunteers at the Institution are working hard on a number of initiatives to improve the services to the membership, to promote professional registration, attract new members and improve communications, as listed in this document previously. The expected fruition of Project Courtleigh will help towards funding these activities and volunteers are actively being recruited to help with the development and delivery of the projects.

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions

On behalf of the board of trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2023, which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted funds	Restricted funds	Total 2023	Total 2022
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	261,315	-	261,315	237,076
Activities for generating funds	3	32,375	-	32,375	32,719
Investment income	4	-	-	-	182
		<u>293,690</u>	<u>-</u>	<u>293,690</u>	<u>269,977</u>
Incoming resources from charitable activities	5	4,773	-	4,773	13,930
		<u>298,463</u>	<u>-</u>	<u>298,463</u>	<u>283,907</u>
<u>Resources expended</u>					
Costs of generating funds	6				
Costs of generating donations and legacies		180,961	-	180,961	150,605
		<u>117,502</u>	<u>-</u>	<u>117,502</u>	<u>133,302</u>
Net incoming resources available		117,502	-	117,502	133,302
<u>Charitable activities</u>					
Other costs		152,414	-	152,414	117,256
Benevolent Fund		-	1,312	-	3,124
		<u>152,414</u>	<u>1,312</u>	<u>153,726</u>	<u>120,380</u>
Total charitable expenditure		152,414	1,312	153,726	120,380
Total resources expended		333,375	1,312	334,687	270,895
		<u>(34,912)</u>	<u>(1,312)</u>	<u>(36,224)</u>	<u>12,922</u>
Net income/(expenditure) for the year		(34,912)	(1,312)	(36,224)	12,922
Transfer of funds	17	-	-	-	-
Net movement in funds		(34,912)	(1,312)	(36,224)	12,922
Fund balances at 1 January		369,509	10,766	380,275	367,353
		<u>334,597</u>	<u>9,454</u>	<u>344,051</u>	<u>380,275</u>
Fund balances at 31 December		334,597	9,454	344,051	380,275

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		503,284		498,179
Current assets					
Stocks		4,474		5,486	
Debtors	15	15,131		8,544	
Cash at bank and in hand		25,530		26,908	
		<u>45,135</u>		<u>40,938</u>	
Creditors: amounts falling due within one year	16	<u>(204,368)</u>		<u>(158,842)</u>	
Net current (liabilities)/assets			<u>(159,233)</u>		<u>(117,904)</u>
Total assets less current liabilities			<u>344,051</u>		<u>380,275</u>
Income funds					
Restricted funds	17		9,454		10,766
Unrestricted funds	14		334,597		369,509
			<u>344,051</u>		<u>380,275</u>

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
 Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its journal and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

Tangible fixed assets and depreciation (continued)

The accounting policy for the depreciation of land and buildings has been changed during the prior year. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the entity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and gifts (including Gift Aid)	17,429	-	17,429	10,779
Subscriptions and membership income (see below)	243,886	-	243,886	226,297
	<u>261,315</u>	<u>-</u>	<u>261,315</u>	<u>237,076</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2023 £	2022 £
Subscription and fee income from members	214,919	204,960
Members joining fees	12,001	10,577
	<u>226,920</u>	<u>215,537</u>
Accreditation fees	16,966	10,760
	<u>243,886</u>	<u>226,297</u>

3 Activities for generating funds

	2023 £	2022 £
Activities for generating funds (rent, journal advertising etc)	32,375	32,719
Net Activities for generating funds	<u>32,375</u>	<u>32,719</u>

4 Investment income

	2023 £	2022 £
Bank interest	-	182

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

5 Incoming resources from charitable activities

	2023 £	2022 £
Seminar and course income	<u>4,773</u>	<u>13,930</u>

6 Total resources expended

	2023 £	2022 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	<u>180,961</u>	<u>150,605</u>

Included in costs of generating funds are Project Courtleigh costs which have increased and are as shown in note 11.

Charitable activities

	2023 £	2022 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	75,289	52,248
Grant funding of activities	-	-
Support costs (note 11 – investment, governance & education)	<u>77,125</u>	<u>65,008</u>
Total	<u>152,414</u>	<u>117,256</u>

Benevolent Funds

Costs	<u>1,312</u>	<u>3,124</u>
	<u>153,726</u>	<u>120,380</u>
	<u>334,687</u>	<u>270,985</u>

Included in support costs are payments to the Independent Examiner of £3,835 (2022: £3,650).

Also Included in support costs are Project Courtleigh costs which have increased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

7	Costs of generating donations and legacies (see note 6)	2023	2022
		£	£
	Other costs comprise:		
	Advertising	663	1,677
	AGM/EGM expenses	8,411	6,544
	Awards	1,404	1,124
	Branch expenses reimbursed	-	-
	Councillor expenses	594	127
	Exhibitions costs	1,886	1,386
	Marketing & promotions	-	-
	New members expenses	1,541	166
	Secretariat expenses	1,579	600
	Support costs (note 11 – including Project Courtleigh)	164,883	138,981
		180,961	150,605
	Project Courtleigh costs have increased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2023	2022
		£	£
	Other costs relating to IED comprise:		
	Journal publishing costs	49,211	30,044
		49,211	30,044
	Support costs	23,930	20,172
		73,141	50,216
	University accreditation costs	2,148	2,032
		75,289	52,248
9	Grants payable	2023	2022
		£	£
	IED	-	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2023 £	Total 2022 £
Administration (including Project Courtleigh)	110,557	-	110,557	81,821
Staff costs (note 13)	155,381	-	155,381	142,340
Depreciation	2,553	-	2,553	-
	<u>268,491</u>	<u>-</u>	<u>268,491</u>	<u>224,161</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income	Investment Management Costs	Governance Costs	Educational Schemes	Journal
Percentage	62.00%	0.50%	1.50%	27.00%	9.00%
	£	£	£	£	£
Accountancy fees	2,263	18	55	986	328
Bank charges	3,368	27	81	1,467	489
Computer equipment depreciation	1,583	13	38	689	230
Computer expenses/IT support	5,417	44	131	2,359	786
Employer's National Insurance	4,669	38	113	2,033	677
Employer's pension contributions	1,885	15	46	821	274
Equipment maintenance	-	-	-	-	-
Fixtures & fitting depreciation	-	-	-	-	-
General expenses	1,799	15	44	783	260
Insurance	3,249	26	79	1,415	472
Interest payable	700	6	17	305	101
Irrecoverable VAT under Partial	5,127	41	124	2,233	744
Legal & professional fees	2,689	22	65	1,171	390
Light & heat	6,709	54	162	2,922	974
Office refreshments	174	1	4	76	26
Postage	2,132	17	52	929	309
Printing & stationery	1,166	9	28	508	169
Project Courtleigh	12,971	105	314	5,649	1,882
Property maintenance	15,099	122	365	6,575	2,192
Rates & water	1,067	9	26	465	154
Staff training	443	4	11	193	63
Subscriptions payable	1,479	12	36	644	215
Telephone	546	4	13	238	79
Wages & salaries	89,782	724	2,172	39,099	13,033
Total	<u>164,883</u>	<u>1,330</u>	<u>3,989</u>	<u>71,806</u>	<u>23,930</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

11 Support Costs – total

Description	Total 2023 £	Total 2022 £
Accountancy fees	3,650	2,180
Bank charges	5,432	5,476
Computer equipment depreciation	2,553	-
Computer expenses/IT support	8,737	8,984
Employer's National Insurance	7,530	6,580
Employer's pension contributions	3,041	2,810
Equipment hire	-	-
Fixtures & fitting depreciation	-	-
General expenses	2,901	200
Insurance	5,241	4,340
Interest payable	1,129	1,930
Irrecoverable VAT under Partial Exemption rules	8,269	(12,175)
Legal & professional fees	4,337	6,506
Light & heat	10,821	18,525
Office refreshments	281	218
Postage	3,439	3,814
Printing & stationery	1,880	1,894
Project Courtleigh	20,921	17,894
Property maintenance	24,353	16,953
Rates & water	1,721	1,952
Staff training	714	863
Subscriptions payable	3,298	2,201
Telephone	880	66
Wages & salaries	144,810	132,950
Total	265,938	224,161

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £1,851 for expenses (2022: £391). This included £18 (2022: £69) in relation to accreditation expenditure, £0 (2022: £322) for meetings and the remainder £1,833 (2022: £nil) was for other expenditure.

Trustees loaned a further £30,000 (2022: £30,000) to the charity during the year as short-term working capital. Loan interest at 5.00% (2022: 2.95%) per month was payable on the loans. The loans outstanding at the year end were £60,000 (2022: £30,000). No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

13 Employees

Staff Costs

	2023 £	2022 £
Wages and salaries	144,810	132,950
Employer's National Insurance contributions	7,530	6,580
Pension costs	3,041	2,810
	<u>155,381</u>	<u>142,340</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2022: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost				
At 1 January 2023	535,921	18,522	6,655	561,098
Additions	<u>-</u>	<u>7,658</u>	<u>-</u>	<u>7,658</u>
At 31 December 2023	<u>535,921</u>	<u>26,180</u>	<u>6,655</u>	<u>268,756</u>
Depreciation				
At 1 January 2023	37,742	18,522	6,655	62,919
Charge for the year	<u>-</u>	<u>2,553</u>	<u>-</u>	<u>2,553</u>
At 31 December 2023	<u>37,742</u>	<u>21,075</u>	<u>6,655</u>	<u>65,472</u>
Net book value				
At 31 December 2023	<u>498,179</u>	<u>5,105</u>	<u>-</u>	<u>503,284</u>
At 31 December 2022	<u>498,179</u>	<u>-</u>	<u>-</u>	<u>498,179</u>

Included in land and buildings is freehold land of £165,000 (2022: £165,000).

15 Debtors

	2023 £	2022 £
Trade debtors	15,131	4,856
Other debtors	-	-
Prepayments	-	-
VAT	-	3,688
	<u>15,131</u>	<u>8,544</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

16	Creditors: amounts falling due within one year	2023 £	2022 £
	Accruals	3,835	4,071
	Bank overdraft	37,010	40,822
	Deferred income	-	-
	Engineering Council	33,666	31,081
	Loans from Trustees	61,280	30,377
	Other creditors	60,562	17,989
	Other taxes and social security costs	3,045	2,452
	Trade creditors	4,601	32,050
	VAT	369	-
		<u>204,368</u>	<u>158,842</u>

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2023	Movement in funds Net movement	Transfer	Balance at 31 December 2023
	£	£	£	£
Benevolent Fund	10,766	(1,312)	-	9,454
	<u>10,766</u>	<u>(1,312)</u>	<u>-</u>	<u>9,454</u>

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 December 2023 are represented by:			
Tangible fixed assets	503,284	-	503,284
Current assets	35,681	9,454	45,135
Creditors: amounts falling due within one year	(204,368)	-	(204,368)
	<u>334,597</u>	<u>9,454</u>	<u>344,051</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account

	2023 £	2022 £
Income		
Incoming resources from generated funds		
Donations and gifts	73	-
Gift Aid	17,356	10,779
Members joining fees	12,001	10,577
Sponsorship and commissions (accreditation)	16,966	10,760
Subscriptions & fee income from members	214,919	204,960
	<u>261,315</u>	<u>237,076</u>
Activities for generating funds		
Journal advertising and non-member subscriptions	8,170	10,025
Rental income, room hire charges & sundry income	24,205	22,694
	<u>32,375</u>	<u>32,719</u>
Investment income		
Bank and building society interest	-	182
Incoming resources from charitable activities		
Seminar and course income	4,773	13,930
	<u>298,463</u>	<u>283,907</u>
Total Income		
	<u>298,463</u>	<u>283,907</u>
Expenditure		
Costs of generating funds		
Advertising & marketing	663	1,677
AGM/EGM expenses	8,411	6,544
Awards	1,404	1,124
Branch expenses reimbursed	-	-
Councillor expenses	594	127
Exhibitions costs	1,886	1,386
(Increase)/decrease in stock	-	-
Marketing & promotions	-	-
New members expenses	1,541	166
Secretariat expenses	1,579	600
	<u>16,078</u>	<u>11,624</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account

Charitable activities

Journal publishing costs	49,211	30,044
University accreditation	2,148	2,032
	51,359	32,076
Grants provided	-	-
	51,359	32,076

Other resources expended (restricted)

Benevolent Fund	1,312	3,124
	1,312	3,124

Support costs

Accountancy fees	3,650	2,180
Bank charges	5,432	5,476
Computer equipment depreciation	2,553	-
Computer expenses/IT support	8,737	8,984
Employer's National Insurance	7,530	6,580
Employer's pension contributions	3,041	2,810
Equipment maintenance	-	-
Fixtures & fitting depreciation	-	-
General expenses	2,901	200
Insurance	5,241	4,340
Interest payable	1,129	1,930
Irrecoverable VAT under Partial Exemption rules	8,269	(12,175)
Legal & professional fees	4,337	6,506
Light & heat	10,821	18,525
Office refreshments	281	218
Postage	3,439	3,814
Printing & stationery	1,880	1,894
Project Courtleigh	20,921	17,894
Property maintenance	24,353	16,953
Rates & water	1,721	1,952
Staff training	714	863
Subscriptions payable	3,298	2,201
Telephone	880	66
Wages & salaries	144,810	132,950
	265,938	224,161

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>334,687</u>	<u>270,985</u>
Total movement in Funds	<u>(36,224)</u>	<u>12,922</u>

Accounts

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2022 to 31 December 2022

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2022

D T H Castle IEng RCADMan FIED MBCS CITP (Chair) ^{2,3}
Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED(PCh) MCMi MDS (Immediate Past Chair) ^{2,4}
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair)
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair)
S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2,3,4,5}
Professor Kay Bond BEng PhD CEng MIMechE MIED
T N Channell MEng CEng MIED
J Harrison-Furse BA(Hons) EngTech MIED
M Lynch BSc(Hons) MSc CEng MIED ⁵
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
A Penn BSc(Hons) MSc CTPD MIED ^{3,5}
N Phelps IEng MIED MIET ^{2,3}
J Roberts MEng CEng MIED ⁵
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED ^{1,2}
E Tarrant BSc(Hons) STEM EngTech RCP MIED
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1,2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
R Yuen MEng CEng FIED MICE MAPM

Trustee & Honorary Treasurer

A T A Keegan CEng FIED(PCh) ²

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

⁵ Inclusion, Equity and Diversity Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts
Old Station House, Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
37 Market Place
Warminster
Wiltshire
BA12 9BD

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their report and the financial statements for the year ended 31 December 2022.

The accounts comply with the Charities Act 2011, the charity's governing document and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED

MCMI MDS (Immediate Past Chair)

Dr T M B Humphries-Smith BSc PGDip MPhil EdD CEng (Resigned as Councillor 9 July 2022)

CTPD MIED(PCh) FHEA FRSA (Immediate Past

Chair/Councillor)

P K R Bateman EngTech MIED (Vice Chair) (Resigned as Councillor 9 July 2022)

Professor Kay Bond BEng PhD CEng MIMechE MIED (Co-opted 1 December 2022)

(Councillor)

D T H Castle IEng RCADMan FIED MBCS CITP (Chair)

N Phelps IEng MIED MIET (Councillor) (Resigned as Vice Chair 9 July 2022)

S J Benfield CEng CEnv CTPD FIED(PCh) (Councillor)

T N Channell MEng CEng MIED (Councillor)

D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice

Chair)

J Harrison-Furse BA(Hons) EngTech MIED (Councillor) (Co-opted 1 December 2022)

A T A Keegan CEng FIED(PCh) (Honorary

Treasurer/Councillor)

M Lynch BSc(Hons) MSc CEng MIED (Councillor)

Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED

(Councillor)

A Penn BSc(Hons) MSc CTPD MIED (Councillor)

J Roberts MEng CEng MIED (Councillor)

Professor P J Sewell BEng(Hons) PGCert PhD MIMechE

FHEA CEng FIED (Councillor)

E Tarrant BSc(Hons) STEM EngTech RCP MIED (Co-opted 1 December 2022)

(Councillor)

Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED

FHEA (Councillor)

I Treacy BA MSc IEng MIED MIET (Councillor)

Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED

(Councillor)

Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD

FIED (Vice Chair)

R Yuen MEng CEng FIED MICE MAPM (Councillor)

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's magazine Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2022 as partners in the very successful Engineering and Product Design Education Conference, hosted by London South Bank University.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy and the Academy's National Engineering Policy Centre. In addition, members of the IED contributed to reports drawn up by the Academy during the year and the Secretary continued to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) and Registered Environmental Practitioner (REnvP) status to suitably qualified and experienced members. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk and on the website www.ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution. A new five-year strategy was launched at the end of 2022.

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

c. Activities for achieving objectives Significant activities

The following projects were progressed:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward and will hopefully come to fruition in 2023.
- A new strategy was developed, to take the Institution through the next five years.
- A new Inclusion, Equity and Diversity Committee was developed, with the aim of attracting a wider range of membership.
- 'Project IED' was rolled out – a group of initiatives aimed at a number of outcomes, including widening membership, improving communications, providing a greater range of membership services and looking at non-membership revenue. A group of Trustees are steering these various projects which will help the IED become the Institution of the future.
- Launch of revised standards and practices for professional registration and course accreditations in CAD and Product Design.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2022 was to continue to provide membership and registration services and support to IED members. The development and delivery of a new website, magazine and wider communications plus the delivery of online assessments and course accreditations and the confirmation of the Project IED initiative were all achieved.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2022	Dec 2021
Fellows	162	161
Members	1,273	1,334
Students (including OU)	2,401	2,346
Affiliates	16	20
Total	3,852	3,861

Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers but numbers remain fairly constant overall.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2022. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

Publications

A further four issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the magazine remains available by subscription and is circulated free-of-charge to a number of educational establishments. The publication is available electronically to all members including those who live internationally and non-paying students. In addition to the four printed copies there were also 12 monthly publications, available online to members and the wider public.

Charitable activities

The following activities took place:

- Virtual accreditation visits were carried out at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Five IED members volunteer for various BSI Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- The Secretary continued to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering as drawn up by the Royal Academy of Engineering and the Engineering Council.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2022 to run a joint Engineering and Product Design Conference, with the theme of DIRT: Disrupt, Innovate, Regenerate and Transform. The conference was a two-day virtual event hosted by London South Bank University, where a total of 125 papers were presented. The event was a great success with 164 attendees.
- The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
- The IED also worked with a number of colleges and universities during 2022 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 7 accreditation visits during the year, with 36 courses accredited.
- The IED supported the annual Engineering Design Show, with a stand at the event held in Coventry on 12 and 13 October.
- The IED also help co-ordinate M+E Week, which culminated in the Engineering Expo at the NEC on 8 and 9 June.
- The Institution also supported the inaugural 'Westbury Soapbox Derby' held in the IED's home town, aimed at attracting young people into careers in STEM.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. Twenty-three Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course.

The Institution's annual awards have been presented remotely, the winners being:

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to Professor Chris McMahon for his work in supporting and promoting engineering design, practice and education.

The Hornsby Cup, given for the best article published in the Institution's magazine during the previous year, was awarded to Toby Clarke for his article 'Virtual Reality' which appeared in the January 2021 issue.

The Chair's Award was presented to Dr Chris Dowlen for his work on the revision of the standards for Project Design registration.

Three medals of appreciation were awarded:

- Mr Phil Bateman, for his services as a member of Council
- Dr Tania Humphries-Smith, for her services as a member of Council
- Professor Deborah Andrews for stepping in at short notice to host the E&PDE2022 conference plus her contributions to the work of the IED as an active member over the last ten years.

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2022 was presented to Dr Shini Somara, for her work in promotion of design via TV, radio, podcasts and books.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2022 winner was Laura Read.

The Kathbert Trophy, awarded to the most promising new member, was also awarded to Laura Read.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2022 award was presented to Brompton Bicycle Ltd for their work on the T-frame titanium folding bicycle.

The Founders Award was presented to Pete Lomas in recognition of his service as President of Council.

The Hills Millennium Award was made to Mark Rober.

A celebration of the awards was held at the National Space Centre in Leicester on 9 July, with full details in the October issue of *Engineering Designer*.

Branches

The Institution supports thirteen branches across the UK plus one overseas branches in Malta.

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report there are other member volunteers who give of their time to assess new membership applications and Technical Report Option Synopsis. Meetings are normally held on the third Wednesday in every month.
 - Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
 - Inclusion, Equity and Diversity Committee – five members of the Institution work together to address issues of equity, diversity and inclusion within the Institution and the wider design community.
-

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
- Technical Report and ELR interviews at all levels
- Chartered Environmentalist and Registered Environmental Practitioner interviews
- CTPD, RProdDes, RCP and RCADMan interviews

There are twelve volunteers on the Membership Committee and twenty-two volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The statement of financial activities (page 11) shows that for this year there was a surplus of £12,922 (2021: £45,082).

Total resources expended amounted to £270,895 (2021: £276,369).

b. Reserves

Total reserves amounts to £380,275 (2021: £367,353). General reserves (excluding restricted and endowment funds) stand at £369,509 (2021: £353,463).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £10,766 (2021: £13,890).

Free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Plans for the future

Future developments

The revised strategy will come into force in January 2022 and will lead a number of changes including:

- Project Courtleigh will see phase 1 of the project come to fruition.
- Project IED will introduce a number of new initiatives and services to members and improved communications across the board, including a range of webinars for members and the wider community to enjoy.

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions.

On behalf of the board of Trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2022, which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	237,076	-	237,076	278,544
Activities for generating funds	3	32,719	-	32,719	31,982
Investment income	4	182	-	182	-
		<u>269,977</u>	<u>-</u>	<u>269,977</u>	<u>310,526</u>
Incoming resources from charitable activities	5	13,930	-	13,930	10,925
		<u>13,930</u>	<u>-</u>	<u>13,930</u>	<u>10,925</u>
Total incoming resources		<u>283,907</u>	<u>-</u>	<u>283,907</u>	<u>321,451</u>
<u>Resources expended</u>	6				
Costs of generating funds					
Costs of generating donations and legacies		150,605	-	150,605	151,263
		<u>150,605</u>	<u>-</u>	<u>150,605</u>	<u>151,263</u>
Net incoming resources available		<u>133,302</u>	<u>-</u>	<u>133,302</u>	<u>170,188</u>
Charitable activities					
Other costs		117,256	-	117,256	123,746
Benevolent Fund		-	3,124	3,124	1,360
		<u>-</u>	<u>3,124</u>	<u>3,124</u>	<u>1,360</u>
Total charitable expenditure		<u>117,256</u>	<u>-</u>	<u>120,380</u>	<u>125,106</u>
Total resources expended		<u>267,861</u>	<u>3,124</u>	<u>270,895</u>	<u>276,369</u>
Net income/(expenditure) for the year		<u>16,046</u>	<u>(3,124)</u>	<u>12,922</u>	<u>45,082</u>
Transfer of funds	17	-	-	-	-
Net movement in funds		<u>16,046</u>	<u>(3,124)</u>	<u>12,922</u>	<u>45,082</u>
Fund balances at 1 January		353,463	13,890	367,353	322,271
		<u>353,463</u>	<u>13,890</u>	<u>367,353</u>	<u>322,271</u>
Fund balances at 31 December		<u>369,509</u>	<u>10,766</u>	<u>380,275</u>	<u>367,353</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2022

		2022		2021	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		498,179		498,179
Current assets					
Stocks		5,486		5,486	
Debtors	15	8,544		10,951	
Cash at bank and in hand		26,908		27,446	
		<u>40,938</u>		<u>43,883</u>	
Creditors: amounts falling due within one year	16	<u>(158,842)</u>		<u>(174,709)</u>	
Net current (liabilities)/assets			<u>(117,904)</u>		<u>(130,826)</u>
Total assets less current liabilities			<u>380,275</u>		<u>367,353</u>
Income funds					
Restricted funds	17		10,766		13,890
Unrestricted funds			369,509		353,463
			<u>380,275</u>		<u>367,353</u>

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
 Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its magazine and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

Tangible fixed assets and depreciation (continued)

The accounting policy for the depreciation of land and buildings has been changed during the prior year. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the entity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and gifts (including Gift Aid)	10,779	-	10,779	16,526
Subscriptions and membership income (see below)	226,297	-	226,297	242,525
Exceptional item – Engineering Council fees adjustment	-	-	-	19,493
	<u>237,076</u>	<u>-</u>	<u>237,076</u>	<u>278,544</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2022 £	2021 £
Subscription and fee income from members	204,960	216,149
Members joining fees	10,577	10,476
	<u>215,537</u>	<u>226,625</u>
Accreditation fees	10,760	15,900
	<u>226,297</u>	<u>242,525</u>

3 Activities for generating funds

	2022 £	2021 £
Activities for generating funds (rent, magazine advertising etc)	32,719	31,982
Net Activities for generating funds	<u>32,719</u>	<u>31,982</u>

4 Investment income

	2022 £	2021 £
Bank interest	182	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

5 Incoming resources from charitable activities

	2022 £	2021 £
Seminar and course income	<u>13,930</u>	<u>10,925</u>

6 Total resources expended

	2022 £	2021 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	<u>150,605</u>	<u>151,263</u>

Included in costs of generating funds are Project Courtleigh costs which have increased and are as shown in note 11.

Charitable activities

	2022 £	2021 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	52,248	56,254
Grant funding of activities	-	-
Support costs (note 11 – investment, governance & education)	<u>65,008</u>	<u>67,492</u>
Total	<u>117,256</u>	<u>123,746</u>

Benevolent Funds

Costs	<u>3,124</u>	<u>1,360</u>
	<u>120,380</u>	<u>125,106</u>
	<u>270,985</u>	<u>276,369</u>

Included in support costs are payments to the Independent Examiner of £3,000 (2021: £3,000).

Also Included in support costs are Project Courtleigh costs which have increased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

7	Costs of generating donations and legacies (see note 6)	2022	2021
		£	£
	Other costs comprise:		
	Advertising	1,677	520
	AGM/EGM expenses	6,544	3,896
	Awards	1,124	-
	Branch expenses reimbursed	-	-
	Councillor expenses	127	881
	Exhibitions costs	1,386	-
	(Increase)/decrease in stock	-	1,254
	Marketing & promotions	-	-
	New members expenses	166	60
	Secretariat expenses	600	361
	Support costs (note 11 – including Project Courtleigh)	138,981	144,291
		<u>150,605</u>	<u>151,263</u>
	Project Courtleigh costs have increased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2022	2021
		£	£
	Other costs relating to IED comprise:		
	Magazine publishing costs	30,044	23,211
	Postage re-allocated to magazine publishing	-	12,101
		<u>30,044</u>	<u>35,312</u>
	Support costs	20,172	20,942
		<u>50,216</u>	<u>56,254</u>
	University accreditation costs	2,032	-
		<u>52,248</u>	<u>56,254</u>
9	Grants payable	2022	2021
		£	£
	IED	-	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2022 £	Total 2021 £
Administration (including Project Courtleigh)	81,821	-	81,821	93,176
Staff costs (note 13)	142,340	-	142,340	137,595
Depreciation	-	-	-	1,954
	<u>224,161</u>	<u>-</u>	<u>224,161</u>	<u>232,735</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income	Investment Management Costs	Governance Costs	Educational Schemes	Magazine
Percentage	62.00%	0.50%	1.50%	27.00%	9.00%
	£	£	£	£	£
Accountancy fees	1,352	11	33	589	195
Bank charges	3,395	27	82	1,479	493
Computer equipment depreciation	-	-	-	-	-
Computer expenses/IT support	5,570	45	135	2,426	808
Employer's National Insurance	4,080	33	99	1,777	591
Employer's pension contributions	1,742	14	42	759	253
Equipment hire	-	-	-	-	-
Equipment maintenance	-	-	-	-	-
Fixtures & fitting depreciation	-	-	-	-	-
Furlough grant	-	-	-	-	-
General expenses	124	1	3	54	18
Insurance	2,691	22	65	1,172	390
Interest payable	1,197	10	29	521	173
Irrecoverable VAT under Partial	(7,549)	(61)	(183)	(3,287)	(1,095)
Legal & professional fees	4,034	33	98	1,757	584
Light & heat	11,486	93	278	5,002	1,666
Office refreshments	135	1	3	59	20
Postage	2,365	19	57	1,030	343
Postage re-allocated to magazine	-	-	-	-	-
Printing & stationery	1,174	9	28	511	172
Project Courtleigh	11,094	89	268	4,831	1,612
Property maintenance	10,511	85	254	4,577	1,526
Rates & water	1,210	10	29	527	176
Staff training	535	4	13	233	78
Subscriptions payable	1,365	11	33	594	198
Telephone	41	-	1	18	6
Wages & salaries	82,429	665	1,994	35,897	11,965
Total	<u>138,981</u>	<u>1,121</u>	<u>3,361</u>	<u>60,526</u>	<u>20,172</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

11 Support Costs – total

Description	Total 2022 £	Total 2021 £
Accountancy fees	2,180	3,391
Bank charges	5,476	6,293
Computer equipment depreciation	-	1,954
Computer expenses/IT support	8,984	11,688
Employer's National Insurance	6,580	6,779
Employer's pension contributions	2,810	2,700
Equipment hire	-	-
Equipment maintenance	-	143
Fixtures & fitting depreciation	-	-
Furlough grant	-	-
General expenses	200	918
Insurance	4,340	4,911
Interest payable	1,930	1,415
Irrecoverable VAT under Partial Exemption rules	(12,175)	6,238
Legal & professional fees	6,506	2,100
Light & heat	18,525	12,538
Office refreshments	218	385
Postage	3,814	17,614
Postage re-allocated to magazine publishing	-	(12,101)
Printing & stationery	1,894	1,486
Project Courtleigh	17,894	6,366
Property maintenance	16,953	25,490
Rates & water	1,952	1,464
Staff training	863	512
Subscriptions payable	2,201	1,330
Telephone	66	995
Wages & salaries	132,950	128,116
Total	224,161	232,725

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £391 for expenses (2021: £687). This included £69 (2021: £nil) in relation to accreditation expenditure, £322 (2021: £nil) for meetings and the remainder £nil (2021: £687) was for other expenditure.

Trustees loaned a total of £30,000 (2021: £60,000) to the charity during the year as short-term working capital. Loan interest at 2.95% per month was payable on the loans. The loans outstanding at the year end were £30,000 (2021: £60,000). No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

13 Employees

Staff Costs

	2022 £	2021 £
Wages and salaries	132,950	128,116
Furlough grant	-	-
Employer's National Insurance contributions	6,580	6,779
Pension costs	2,810	2,700
	<u>142,340</u>	<u>137,595</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2021: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost				
At 1 January 2022	535,921	18,522	6,655	561,098
Additions	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2022	<u>535,921</u>	<u>18,522</u>	<u>6,655</u>	<u>561,098</u>
Depreciation				
At 1 January 2022	37,742	18,522	6,655	62,919
Charge for the year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2022	<u>37,742</u>	<u>18,522</u>	<u>6,655</u>	<u>62,919</u>
Net book value				
At 31 December 2022	<u>498,179</u>	<u>-</u>	<u>-</u>	<u>498,179</u>
At 31 December 2021	<u>498,179</u>	<u>-</u>	<u>-</u>	<u>498,179</u>

Included in land and buildings is freehold land of £165,000 (2021: £165,000).

15 Debtors

	2022 £	2021 £
Trade debtors	4,856	10,951
Other debtors	-	-
Prepayments	-	-
VAT	3,688	-
	<u>8,544</u>	<u>10,951</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

16	Creditors: amounts falling due within one year	2022 £	2021 £
	Accruals	4,071	21,374
	Bank overdraft	40,822	42,852
	Bounce-back loan (Coronavirus support)	-	-
	Deferred income	-	-
	Engineering Council	31,081	29,076
	Loans from Trustees	30,377	60,000
	Other creditors	17,989	12,908
	Other taxes and social security costs	2,452	3,240
	Trade creditors	32,050	5,156
	VAT	-	103
		<u>158,842</u>	<u>174,709</u>

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2022	Movement in funds Net movement	Transfer	Balance at 31 December 2022
	£	£	£	£
Benevolent Fund	13,890	(3,124)	-	10,766
	<u>13,890</u>	<u>(3,124)</u>	<u>-</u>	<u>10,766</u>

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 December 2022 are represented by:			
Tangible fixed assets	498,179	-	498,179
Current assets	30,172	10,766	40,938
Creditors: amounts falling due within one year	(158,842)	-	(158,842)
	<u>369,509</u>	<u>10,766</u>	<u>380,275</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Detailed Income and Expenditure account

	2022 £	2021 £
Income		
Incoming resources from generated funds		
Donations and gifts	-	30
Exceptional item – Engineering Council fees adjustment	-	19,493
Gift Aid	10,779	16,496
Members joining fees	10,577	10,476
Sponsorship and commissions (accreditation)	10,760	15,900
Subscriptions & fee income from members	204,960	216,149
	<u>237,076</u>	<u>278,544</u>
Activities for generating funds		
Magazine advertising and non-member subscriptions	10,025	9,242
Rental income, room hire charges & sundry income	22,694	22,740
	<u>32,719</u>	<u>31,982</u>
Investment income		
Bank and building society interest	182	-
Incoming resources from charitable activities		
Seminar and course income	13,930	10,925
	<u>283,907</u>	<u>321,451</u>
Total Income		
	<u>283,907</u>	<u>321,451</u>
Expenditure		
Costs of generating funds		
Advertising & marketing	1,677	520
AGM/EGM expenses	6,544	3,896
Awards	1,124	-
Branch expenses reimbursed	-	-
Councillor expenses	127	881
Exhibitions costs	-	-
(Increase)/decrease in stock	-	1,254
Marketing & promotions	-	-
New members expenses	166	60
Secretariat expenses	600	361
	<u>11,624</u>	<u>6,972</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Detailed Income and Expenditure account

Charitable activities

Magazine publishing costs	30,044	35,312
University accreditation	2,032	-
	<u>32,076</u>	<u>35,312</u>
Grants provided	-	-
	<u>32,076</u>	<u>35,312</u>

Other resources expended (restricted)

Benevolent Fund	3,124	1,360
	<u>3,124</u>	<u>1,360</u>

Support costs

Accountancy fees	2,180	3,391
Bank charges	5,476	6,293
Computer equipment depreciation	-	1,954
Computer expenses/IT support	8,984	11,688
Employer's National Insurance	6,580	6,779
Employer's pension contributions	2,810	2,700
Equipment hire	-	-
Equipment maintenance	-	143
Fixtures & fitting depreciation	-	-
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General expenses	200	918
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Interest payable	1,930	1,415
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Rates & water	1,952	1,464
Staff training	863	512
Subscriptions payable	2,201	1,330
Telephone	66	995
Wages & salaries	132,950	128,116
	<u>224,161</u>	<u>232,725</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>270,985</u>	<u>276,369</u>
Total movement in Funds	<u>12,922</u>	<u>45,082</u>

Accounts

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2021 to 31 December 2021

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2021

D T H Castle IEng RCADMan FIED MBCS CIP (Chair) ^{2,3}
Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED(PCh) MCMIMDS (Immediate Past Chair)^{2,4}
Dr T M B Humphries-Smith BSc PGDip MPhil EdD CEng CTPD MIED(PCh) FHEA FRSA ²
P K R Bateman EngTech MIED (Vice Chair)
N Phelps IEng MIED MIET ^{2,3}
S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2,3,4}
T N Channell MEng CEng MIED
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair)
M Lynch BSc(Hons) MSc CEng MIED
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
A Penn BSc(Hons) MSc CTPD MIED
J Roberts MEng CEng MIED
Dr P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED ^{1,2}
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1,2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair)
R Yuen MEng CEng FIED MICE MAPM

Trustee & Honorary Treasurer

A T A Keegan CEng FIED(PCh) ^{2,3}

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts
Old Station House, Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
37 Market Place
Warminster
Wiltshire
BA12 9BD

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report and the financial statements for the year ended 31 December 2021.

The accounts comply with the Charities Act 2011, the charity's governing document and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED
MCMI MDS (Chair/Immediate Past Chair) (Resigned as Chair 10 July 2021)
Dr T M B Humphries-Smith BSc PGDip MPhil EdD CEng
CTPD MIED(PCh) FHEA FRSA (Immediate Past Chair/Councillor) (Immediate Past Chair until 10 July 2021)
P K R Bateman EngTech MIED (Vice-Chair)
D T H Castle IEng RCADMan FIED MBCS CITP (Vice Chair/Chair) (Appointed Chair 10 July 2021)
N Phelps IEng MIED MIET (Vice Chair/Councillor) (Resigned as Vice Chair 10 July 2021)
S J Benfield CEng CEnv CTPD FIED(PCh) (Councillor)
T N Channell MEng CEng MIED (Councillor)
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair/Councillor) (Appointed Vice Chair 10 July 2021)
A T A Keegan CEng FIED(PCh) (Honorary Treasurer/Councillor)
M Lynch BSc(Hons) MSc CEng MIED (Councillor)
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED (Councillor)
A Penn BSc(Hons) MSc CTPD MIED (Councillor)
J Roberts MEng CEng MIED (Councillor)
Dr P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED (Councillor)
Dr G A L Tizzard BSc MPhil DIC PhD MIEEEE CEng MIED FHEA (Councillor)
I Treacy BA MSc IEng MIED MIET (Councillor)
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED (Councillor)
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair/Councillor) (Appointed Vice Chair 10 July 2021)
R Yuen MEng CEng FIED MICE MAPM (Councillor)

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's journal Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2021 as partners in the very successful Engineering and Product Design Education Conference, a virtual event hosted by VIA University College, Herning, Denmark for the second year in a row.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy and the Academy's National Engineering Policy Centre. In addition, members of the IED contributed to reports drawn up by the Academy during the year and the Secretary was invited to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) status to suitably qualified and experienced members and during 2021 gained an extension to that licence to award Registered Environmental Practitioner grade (REnvP) to suitably qualified members. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution.

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

c. Activities for achieving objectives Significant activities

Due to the global Covid-19 pandemic, many of the Institution's projects were delayed whilst working practices, communications and IT were all updated to allow staff and volunteers to carry out their roles in a Covid-secure manner.

However, the following progress has been made:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward and will hopefully come to fruition in 2022.
- A new website was launched in mid-2021.
- An activity to seek new publishers for the IED magazine *Engineering Designer* was completed with Syon Media taking over the role in mid-2021. In addition to the printed magazine Syon Media have also introduced a monthly digital publication plus a weekly 'newsblast', available free of charge to members and the wider design community.
- 'Project IED' was established – a group of initiatives aimed at a number of outcomes, including widening membership, improving communications, providing a greater range of membership services and looking at non-membership revenue. A group of Trustees are steering these various projects which will help the IED become the Institution of the future.
- Review of the standards and practices for professional registration and course accreditations in CAD and Product Design. The new standards will be launched in 2022.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2021 was to continue to provide membership and registration services and support to IED members in the midst of a global pandemic. The development and delivery of a new website, magazine and wider communications plus the delivery of online assessments and course accreditations and the launch of the Project IED initiative were all achieved during this difficult period.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2021	Dec 2020
Fellows	161	166
Members	1,334	1,403
Students (including OU)	2,346	4,904
Affiliates	20	21
Total	3,861	6,494

During 2021 there was an effort made to clear up the legacy Student members – those who had graduated a few years previously but had not upgraded to Member. Every effort was made to contact these students and offer them free upgrade to Membership of the IED – those who did not respond were cleared out of the system, giving a much more accurate figure regarding membership going forward. Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2021. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

Publications

A further four issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the journal remains available by subscription and is circulated free-of-charge to a number of educational establishments. The journal is available electronically to all members including those who live internationally and non-paying students.

Charitable activities

Due to the Covid-19 pandemic, many of the IED's activities had been put on hold with many developing under new practices and procedures. However, the following still took place:

- Virtual accreditation visits were carried out at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Five IED members volunteer for various BSI Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- The Secretary was invited to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering as drawn up by the Royal Academy of Engineering and the Engineering Council.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2021 to run a joint Engineering and Product Design Conference, with the theme of 'Continuity and Adaptability in Design and Engineering Education'. The conference was a two-day virtual event hosted by VIA University College, Herning, Denmark, where a total of 91 papers were presented, all of which have been reproduced on a memory stick and a paperback publication. The event was a great success with 116 attendees.
- The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
- The IED also worked with a number of colleges and universities during 2021 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 12 accreditation visits during the year, with 54 courses accredited.
- The IED supported the annual Engineering Design Show, with a stand at the event held in Coventry on 19 and 20 October.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. Twenty-eight Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course.

The Institution's annual awards have been presented remotely, the winners being:

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to Professor Peter Ogrodnik for his work in the development of the 'Engineers 4 NHS' scheme in answer to the global Covid-19 pandemic.

The Hornsby Cup, given for the best article published in the Institution's journal during the previous year, was awarded to Alexander Dickinson for his article 'The Vacuum Cleaner Respirator'.

The Chair's Award was presented to The IED Staff in recognition of their efforts in continuing to provide services to members and the Institution during lockdown in the midst of a global pandemic.

Five medals of appreciation were awarded:

- Mr Neil Phelps, for his services as Vice Chair of Council
- Dr Philip Sewell for his ongoing support of the Education and Training Committee especially in leading on the development of new methods and processes for virtual course accreditation events
- Mr Richard Morris for over 25 years as a member of the Education and Training Committee
- Mrs Rachel Sparkhall for her many years' service as a member of the Education and Training Committee
- Mr Will Dalrymple for his service as editor of the Engineering Designer magazine

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2021 was presented to NIMTE, the New Model Institute for Technology and Engineering for their innovations in Design education and widening participation.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2021 winner was Poppy Cooper of Herman Miller.

The Kathbert Trophy, awarded to the most promising new member, was awarded to George Lymn-Collins.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2021 award was presented to UCL Mechanical Engineering and UCLH Mercedes-AMG for their work on the development of the UCL Ventura CPAP breathing aid.

The Hills Millennium Award was presented to Larry Leifer, of Stanford University.

The Founders Award was presented to Colin Ledsome in recognition of his service as Chair of Council.

A celebration of the awards was held at the National Royal Navy Museum at Portsmouth in October 2021.

Branches

The Institution supports thirteen branches across the UK plus three overseas branches in Malta, Hong Kong and Malaysia.

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report there are other member volunteers who give of their time to assess new membership applications and Technical Report Option Synopsis. Meetings are normally held on the third Wednesday in every month.
 - Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
-

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
- Technical Report and ELR interviews at all three levels
- Chartered Environmentalist and Registered Environmental Practitioner interviews
- CTPD, RProdDes, RCP and RCADMan interviews

There are thirteen volunteers on the Membership Committee and fifteen volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The statement of financial activities (page 11) shows that for this year there was a surplus of £45,082 (2020: deficit of £21,028).

Total resources expended amounted to £276,369 (2020: £302,708).

b. Reserves

Total reserves amounts to £367,353 (2020: £322,271). General reserves (excluding restricted and endowment funds) stand at £353,463 (2020: £307,021).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £13,890 (2020: £15,250).

Free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Plans for the future

Future developments

The new standards for professional registration and course accreditation for CAD and Product Design and Engineering will be rolled out during 2022.

Project Courtleigh will see phase 1 of the project come to fruition.

Project IED will introduce a number of new initiatives and services to members and improved communications across the board.

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions

On behalf of the board of trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2021, which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted funds	Restricted funds	Total 2021	Total 2020
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	278,544	-	278,544	247,651
Activities for generating funds	3	31,982	-	31,982	26,735
Investment income	4	-	-	-	-
		<u>310,526</u>	<u>-</u>	<u>310,526</u>	<u>274,386</u>
Incoming resources from charitable activities	5	10,925	-	10,925	7,294
		<u>10,925</u>	<u>-</u>	<u>10,925</u>	<u>7,294</u>
Total incoming resources		<u>321,451</u>	<u>-</u>	<u>321,451</u>	<u>281,680</u>
<u>Resources expended</u>	6				
Costs of generating funds					
Costs of generating donations and legacies		151,263	-	151,263	146,501
		<u>151,263</u>	<u>-</u>	<u>151,263</u>	<u>146,501</u>
Net incoming resources available		<u>170,188</u>	<u>-</u>	<u>170,188</u>	<u>135,179</u>
Charitable activities					
Other costs		123,746	-	123,746	154,550
Benevolent Fund		-	1,360	-	1,657
		<u>-</u>	<u>1,360</u>	<u>-</u>	<u>1,657</u>
Total charitable expenditure		<u>123,746</u>	<u>1,360</u>	<u>125,106</u>	<u>156,207</u>
Total resources expended		<u>275,009</u>	<u>1,360</u>	<u>276,369</u>	<u>302,708</u>
Net income/(expenditure) for the year		<u>46,442</u>	<u>(1,360)</u>	<u>45,082</u>	<u>(21,028)</u>
Transfer of funds	17	-	-	-	-
Net movement in funds		<u>46,442</u>	<u>(1,360)</u>	<u>45,082</u>	<u>(21,028)</u>
Fund balances at 1 January		307,021	15,250	322,271	343,299
		<u>307,021</u>	<u>15,250</u>	<u>322,271</u>	<u>343,299</u>
Fund balances at 31 December		<u>353,463</u>	<u>13,890</u>	<u>367,353</u>	<u>322,271</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2021

		2021		2020	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		498,179		481,887
Current assets					
Stocks		5,486		5,486	
Debtors	15	10,951		5,219	
Cash at bank and in hand		27,446		25,304	
		<u>43,883</u>		<u>36,009</u>	
Creditors: amounts falling due within one year	16	<u>(174,709)</u>		<u>(195,625)</u>	
Net current (liabilities)/assets			<u>(130,826)</u>		<u>(159,616)</u>
Total assets less current liabilities			<u>367,353</u>		<u>322,271</u>
Income funds					
Restricted funds	17		13,890		15,250
Unrestricted funds			<u>353,463</u>		<u>307,021</u>
			<u>367,353</u>		<u>322,271</u>

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
 Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its journal and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

Tangible fixed assets and depreciation (continued)

The accounting policy for the depreciation of land and buildings has been changed during the prior year. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the entity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and gifts (including Gift Aid)	16,526	-	16,526	20,723
Subscriptions and membership income (see below)	242,525	-	242,525	226,928
Exceptional item – Engineering Council fees adjustment	19,493	-	19,493	-
	<u>278,544</u>	<u>-</u>	<u>278,544</u>	<u>247,651</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2021 £	2020 £
Subscription and fee income from members	216,149	215,075
Members joining fees	10,476	8,513
	<u>226,625</u>	<u>223,588</u>
Accreditation fees	15,900	3,340
	<u>242,525</u>	<u>226,928</u>

3 Activities for generating funds

	2021 £	2020 £
Activities for generating funds (rent, journal advertising etc)	31,982	26,735
Net Activities for generating funds	<u>31,982</u>	<u>26,735</u>

4 Investment income

	2021 £	2020 £
Bank interest	-	-

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

5 Incoming resources from charitable activities

	2021 £	2020 £
Seminar and course income	<u>10,925</u>	<u>7,294</u>

6 Total resources expended

	2021 £	2020 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	<u>151,263</u>	<u>146,501</u>

Included in costs of generating funds are Project Courtleigh costs which have increased and are as shown in note 11.

Charitable activities

	2021 £	2020 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	35,312	69,457
Grant funding of activities	-	643
Support costs (note 11 – investment, governance, education & journal)	<u>88,434</u>	<u>84,450</u>
Total	<u>126,066</u>	<u>154,550</u>

Benevolent Funds

Costs	<u>1,360</u>	<u>1,657</u>
	<u>125,106</u>	<u>156,207</u>
	<u>276,369</u>	<u>302,708</u>

Included in support costs are payments to the Independent Examiner of £3,000 (2020: £3,000).

Also Included in support costs are Project Courtleigh costs which have increased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

7	Costs of generating donations and legacies (see note 6)	2021	2020
		£	£
	Other costs comprise:		
	Advertising	520	-
	AGM/EGM expenses	3,896	200
	Branch expenses reimbursed	-	68
	Councillor expenses	881	726
	Exhibitions costs	-	-
	(Increase)/decrease in stock	1,254	-
	Marketing & promotions	-	5,000
	New members expenses	60	1,545
	Secretariat expenses	361	1,172
	Support costs (note 11 – including Project Courtleigh)	144,291	137,790
		151,263	146,501
	Project Courtleigh costs have increased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2021	2020
		£	£
	Other costs relating to IED comprise:		
	Journal publishing costs	23,211	61,500
	Postage re-allocated to journal publishing	12,101	7,893
	University accreditation costs	-	64
		35,312	69,457
9	Grants payable	2021	2020
		£	£
	IED	-	643

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2021 £	Total 2020 £
Administration (including Project Courtleigh)	93,176	-	93,176	89,378
Staff costs	137,595	-	137,595	129,983
Depreciation	1,954	-	1,954	2,879
	<u>232,725</u>	<u>-</u>	<u>232,735</u>	<u>222,240</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income	Investment Management Costs	Governance Costs	Educational Schemes	Journal
Percentage	62.00%	0.50%	1.50%	27.00%	9.00%
	£	£	£	£	£
Accountancy fees	2,102	17	51	916	305
Bank charges	3,902	31	94	1,699	567
Computer equipment depreciation	1,211	10	29	528	176
Computer expenses/IT support	7,247	58	175	3,156	1,052
Employer's National Insurance	4,203	34	102	1,830	610
Employer's pension contributions	1,674	14	41	729	242
Equipment hire	-	-	-	-	-
Equipment maintenance	89	1	2	39	12
Fixtures & fitting depreciation	-	-	-	-	-
Furlough grant	-	-	-	-	-
General expenses	569	5	14	248	82
Insurance	3,045	25	74	1,326	441
Interest payable	877	7	21	382	128
Irrecoverable VAT under Partial	3,868	31	94	1,684	561
Legal & professional fees	1,302	11	32	567	188
Light & heat	7,774	63	188	3,385	1,128
Office refreshments	239	2	6	104	34
Postage	10,921	88	264	4,756	1,585
Postage re-allocated to journal	(7,503)	(61)	(182)	(3,267)	(1,088)
Printing & stationery	921	7	22	401	135
Project Courtleigh	3,947	32	95	1,719	573
Property maintenance	15,804	127	382	6,882	2,295
Rates & water	908	7	22	395	132
Staff training	317	3	8	138	46
Subscriptions payable	825	7	20	359	119
Telephone	617	5	15	269	89
Wages & salaries	79,432	641	1,922	34,591	11,530
Total	<u>144,291</u>	<u>1,165</u>	<u>3,491</u>	<u>62,836</u>	<u>20,942</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

11 Support Costs – total

Description	Total 2021 £	Total 2020 £
Accountancy fees	3,391	5,376
Bank charges	6,293	8,750
Computer equipment depreciation	1,954	2,879
Computer expenses/IT support	11,688	7,448
Employer's National Insurance	6,779	6,268
Employer's pension contributions	2,700	3,216
Equipment hire	-	-
Equipment maintenance	143	838
Fixtures & fitting depreciation	-	-
Furlough grant	-	(2,773)
General expenses	918	431
Insurance	4,911	3,438
Interest payable	1,415	-
Irrecoverable VAT under Partial Exemption rules	6,238	8,063
Legal & professional fees	2,100	2,010
Light & heat	12,538	11,823
Office refreshments	385	180
Postage	17,614	11,489
Postage re-allocated to journal publishing	(12,101)	(7,893)
Printing & stationery	1,486	2,110
Project Courtleigh	6,366	9,566
Property maintenance	25,490	19,819
Rates & water	1,464	1,706
Staff training	512	-
Subscriptions payable	1,330	2,952
Telephone	995	1,272
Wages & salaries	128,116	123,272
Total	232,725	222,240

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £687 for expenses (2020: £672). This included £nil (2020: £nil) in relation to accreditation expenditure, £nil (2020: £23) for interview expenses and the remainder £687 (2020: £649) was for other expenditure.

Trustees loaned a total of £60,000 (2020: £30,000) to the charity during the year as short-term working capital. Loan interest at 2.95% per month was payable on the loans. The loans outstanding at the year end were £60,000 (2020: £30,000). No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

13 Employees

Staff Costs

	2021 £	2020 £
Wages and salaries	128,116	123,272
Furlough grant	-	(2,773)
Employer's National Insurance contributions	6,779	6,268
Pension costs	2,700	3,216
	<u>137,595</u>	<u>129,983</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2020: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost				
At 1 January 2021	518,498	17,699	6,655	542,852
Additions	<u>17,423</u>	<u>823</u>	<u>-</u>	<u>18,246</u>
At 31 December 2021	<u>535,921</u>	<u>18,522</u>	<u>6,655</u>	<u>561,098</u>
Depreciation				
At 1 January 2021	37,742	16,568	6,655	60,965
Charge for the year	<u>-</u>	<u>1,954</u>	<u>-</u>	<u>1,954</u>
At 31 December 2021	<u>37,742</u>	<u>18,522</u>	<u>6,655</u>	<u>62,919</u>
Net book value				
At 31 December 2021	<u>498,179</u>	<u>-</u>	<u>-</u>	<u>498,179</u>
At 31 December 2020	<u>480,756</u>	<u>1,131</u>	<u>-</u>	<u>481,887</u>

Included in land and buildings is freehold land of £165,000 (2020: £165,000).

15 Debtors

	2021 £	2020 £
Trade debtors	10,951	3,186
Other debtors	-	1,540
Prepayments	-	493
	<u>10,951</u>	<u>5,219</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

16	Creditors: amounts falling due within one year	2021 £	2020 £
	Accruals	21,374	3,000
	Bank overdraft	42,852	32,276
	Bounce-back loan (Coronavirus support)	-	50,000
	Deferred income	-	-
	Engineering Council	29,076	44,290
	Loans from Trustees	60,000	30,000
	Other creditors	12,908	19,567
	Other taxes and social security costs	3,240	2,615
	Trade creditors	5,156	13,877
	VAT	103	-
		<u>174,709</u>	<u>195,625</u>

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2021	Movement in funds		Balance at 31 December 2021
	£	Net movement £	Transfer £	£
Benevolent Fund	15,250	(1,360)	-	13,890
	<u>15,250</u>	<u>(1,360)</u>	<u>-</u>	<u>13,890</u>

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 December 2021 are represented by:			
Tangible fixed assets	498,179	-	498,179
Current assets	29,993	13,890	43,883
Creditors: amounts falling due within one year	(174,709)	-	(174,709)
	<u>353,463</u>	<u>13,890</u>	<u>367,353</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Detailed Income and Expenditure account

	2021	2020
	£	£
Income		
Incoming resources from generated funds		
Donations and gifts	30	106
Exceptional item – Engineering Council fees adjustment	19,493	-
Gift Aid	16,496	20,617
Members joining fees	10,476	8,513
Sponsorship and commissions (accreditation)	15,900	3,340
Subscriptions & fee income from members	216,149	215,075
	<u>278,544</u>	<u>247,651</u>
Activities for generating funds		
Journal advertising and non-member subscriptions	9,242	6,340
Rental income, room hire charges & sundry income	22,740	20,395
	<u>31,982</u>	<u>26,735</u>
Investment income		
Bank and building society interest	-	-
Incoming resources from charitable activities		
Seminar and course income	10,925	7,294
	<u>321,451</u>	<u>281,680</u>
Total Income		
	<u>321,451</u>	<u>281,680</u>
Expenditure		
Costs of generating funds		
Advertising & marketing	520	-
AGM/EGM expenses	3,896	200
Branch expenses reimbursed	-	68
Councillor expenses	881	726
Exhibitions costs	-	-
(Increase)/decrease in stock	1,254	-
Marketing & promotions	-	5,000
New members expenses	60	1,545
Secretariat expenses	361	1,172
	<u>6,972</u>	<u>8,711</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Detailed Income and Expenditure account

Charitable activities

Journal publishing costs	35,312	69,393
University accreditation	-	64
	35,312	69,457
Grants provided	-	643
	35,312	70,100

Other resources expended (restricted)

Benevolent Fund	1,360	1,657
	1,360	1,657

Support costs

Accountancy fees	3,391	5,376
Bank charges	6,293	8,750
Computer equipment depreciation	1,954	2,879
Computer expenses/IT support	11,688	7,448
Employer's National Insurance	6,779	6,268
Employer's pension contributions	2,700	3,216
Equipment hire	-	-
Equipment maintenance	143	838
Fixtures & fitting depreciation	-	-
Furlough grant	-	(2,773)
General expenses	918	431
Insurance	4,911	3,438
Interest payable	1,415	-
Irrecoverable VAT under Partial Exemption rules	6,238	8,063
Legal & professional fees	2,100	2,010
Light & heat	12,538	11,823
Office refreshments	385	180
Postage	17,614	11,489
Postage re-allocated to journal publishing	(12,101)	(7,893)
Printing & stationery	1,486	2,110
Project Courtleigh	6,366	9,566
Property maintenance	25,490	19,819
Rates & water	1,464	1,706
Staff training	512	-
Subscriptions payable	1,330	2,952
Telephone	995	1,272
Wages & salaries	128,116	123,272
	232,725	222,240

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>276,369</u>	<u>302,708</u>
Total movement in Funds	<u>45,082</u>	<u>(21,028)</u>

Accounts

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2020 to 31 December 2020

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2020

Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED MCMI MDS (Chair) ^{2,4}
Dr T M B Humphries-Smith BSc PGDip MPhil EdD CEng CTPD MIED(PCh) FHEA FRSA (Immediate Past Chair) ²
P K R Bateman EngTech MIED (Vice Chair)
D T H Castle IEng RCADMan FIED MBCS CIP (Vice Chair) ^{2,3}
N Phelps IEng MIED MIET (Vice Chair) ^{2,3}
S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2,3,4}
T N Channell MEng CEng MIED
D Farrell BSc(Hons) MTech CEng CTPD FIED
M Lynch BSc(Hons) MSc CEng MIED
Dr E Pei BA(Hons) MSc PhD CTPD CEng MIED
A Penn BSc(Hons) MSc CTPD MIED
J Roberts MEng CEng MIED
Dr P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng MIED ^{1,2}
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1,2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED
R Yuen MEng CEng MIED MICE

Trustee & Honorary Treasurer

A T A Keegan CEng FIED(PCh) ^{2,3}

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts
Old Station House, Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
37 Market Place
Warminster
Wiltshire
BA12 9BD

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and the financial statements for the year ended 31 December 2020.

The accounts comply with the Charities Act 2011, the charity's governing document and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

Eurling C Ledsome BEng MEng CEng FBIS FIMechE FIED
MCMI MDS (Chair)

Dr T M B Humphries-Smith BSc PGDip MPhil EdD CEng
CTPD MIED(PCh) FHEA FRSA (Immediate Past Chair)

P K R Bateman EngTech MIED (Vice-Chair/Councillor)

D T H Castle IEng RCADMan FIED MBCS CIP (Vice
Chair/Councillor)

N Phelps IEng MIED MIET (Vice Chair/Councillor)

S J Benfield CEng CEnv CTPD FIED(PCh) (Councillor)

Eurling Dr L M Buck BSc(Hons) MA PhD CEng CTPD (Resigned as Councillor 11 July 2020)
FIED FHEA FRSA (Councillor)

T N Channell MEng CEng MIED (Councillor)

D Farrell BSc(Hons) MTech CEng CTPD FIED
(Councillor)

A T A Keegan CEng FIED(PCh) (Honorary
Treasurer/Councillor)

M Lynch BSc(Hons) MSc CEng MIED (Appointed as Councillor 11 July 2020)

Dr E Pei BA(Hons) MSc PhD CTPD CEng MIED (Appointed as Councillor 20 April 2020)

A Penn BSc(Hons) MSc CTPD MIED (Appointed as Councillor 11 July 2020)

J Roberts MEng CEng MIED (Appointed as Councillor 11 July 2020)

Dr P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA
CEng MIED (Councillor)

Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED
FHEA (Councillor)

I Treacy BA MSc IEng MIED MIET (Councillor)

Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
(Councillor)

Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD
FIED (Councillor)

Dr K Winning BEng(Hons) MEng MSc PhD CEng (Resigned as Councillor 11 July 2020)
FIMechE CEnv FIED CGeog FRGS (Councillor)

R Yuen MEng CEng MIED MICE (Councillor)

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's journal Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2020 as partners in the very successful Engineering and Product Design Education Conference, a virtual event hosted by VIA University College, Herning, Denmark.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy. In addition, members of the IED contributed to reports drawn up by the Academy during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) status to suitably qualified and experienced members and continued to develop and implement assessment procedures during 2020. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution.

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

c. Activities for achieving objectives Significant activities

Due to the global Covid-19 pandemic, many of the Institution's projects were delayed whilst working practices, communications and IT were all updated to allow staff and volunteers to carry out their roles in a Covid-secure manner.

However, the following progress has been made:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward and will hopefully come to fruition in 2021.
- The new website has been designed and built and is due for launch at the start of Q2 2021.
- A consultation exercise relating PR and comms was carried out with external PR advisors – this will see a roll out of wider PR and communications during 2021.
- The Institution successfully completed a full licence review with the Society for the Environment and an interim licence review with the Engineering Council.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2020 was to promote the suite of registration grades available to professional designers, with a view to increasing membership applications. New promotional materials have been developed and all new members are encouraged to pursue the appropriate grade and type of registration after initial assessment by the Membership Committee.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2020	Dec 2019
Fellows	166	170
Members	1,403	1,489
Students (including OU)	4,904	4,112
Affiliates	21	30
Total	6,494	5,801

Membership numbers have increased during the year, mainly due to an increase in sign-up by students from accredited courses. Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers.

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2020. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Publications

A further six issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the journal remains available by subscription and is circulated free-of-charge to a number of educational establishments. The journal is available electronically to all members including those who live internationally and non-paying students.

Charitable activities

Due to the Covid-19 pandemic, many of the IED's activities have been put on hold for the year. However, the following still took place:

- Virtual accreditation visits were carried out at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Five IED members volunteer for various BSi Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- During the year the IED continued to contribute to '21st Century PEIs', the IED partakes in discussions and workshops to look at how we may evolve to suit the needs of members of the future.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2020 to run a joint Engineering and Product Design Conference, with the theme of 'The Value of Design & Engineering Education in a Knowledge Age'. The conference was a two-day virtual event hosted by VIA University College, Herning, Denmark, where a total of 80 papers were presented, all of which have been reproduced on a memory stick and a paperback publication. The event was a great success with 89 attendees.
- The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
- The IED also worked with a number of colleges and universities during 2020 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 2 accreditation visits during the year, with 9 courses accredited

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. Eighteen Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course. The awards take the form of an engraved glass coaster. Prizes were also awarded to three best students as judged by IED members of the Malta Branch, with the winning student writing an article for the IED journal.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

The Institution's annual awards have been presented remotely, the winners being:

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to Professor Tim Coole for his work in the promotion of science, engineering and design, via his role at Buckinghamshire New University.

The Hornsby Cup, given for the best article published in the Institution's journal during the previous year, was awarded to Colin Ledsome for his article 'Flights of Passage'.

The Chair's Award was presented to Mike Evatt in recognition of his services to ETC for over 20 years.

Three medals of appreciation were awarded:

- Dr Keith Winning for his time as a member of Council
- Eurling Dr Lyndon Buck for his time as a member of Council
- Graham Jeffery for ongoing contributions to the work of the IED.

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2020 was presented to Professor Paul Shore for his work in promoting engineering and design to the wider public via the 'Watch it Made' educational programme.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2020 winner was Matt Knight of ITP Energised.

The Kathbert Trophy, awarded to the most promising new member, was awarded to Andrew Robinson.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2020 award was presented to Team UnLimbited for the work on their 3D printed arm device.

The Founders Award was presented to Tom Channell for outstanding contributions to the work of the IED.

A celebration of the awards is to be held in Autumn 2021, along with the recipients of the 2021 awards.

Branches

The Institution supports thirteen branches across the UK plus three overseas branches in Malta, Hong Kong and Malaysia.

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report there are other member volunteers who give of their time to assess new membership applications and Technical Report Option Synopsis. Meetings are normally held on the third Wednesday in every month.
- Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
 - Technical Report and ELR interviews at all three levels
 - Chartered Environmentalist interviews
 - CTPD, RProdDes, RCP and RCADMan interviews
-

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

There are thirteen volunteers on the Membership Committee and fifteen volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The statement of financial activities (page 13) shows that for this year there was a deficit of £21,028 (2019: deficit of £54,255).

Total resources expended amounted to £302,708 (2019: £357,020).

b. Reserves

Total reserves amounts to £322,271 (2019: £343,299). General reserves (excluding restricted and endowment funds) stand at £307,021 (2019: £326,392).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £15,250 (2019: £16,907).

Free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

Plans for the future

Future developments

The new PR and comms strategy will see significant changes in communications with Members and the wider community during 2021, including a revision of the publication of *Engineering Designer*.

Project Courtleigh will see phase 1 of the project come to fruition and hopefully lifting of restrictions due to the pandemic will see some normal service regarding IED activities resume.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions

On behalf of the board of trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2020, which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds	Restricted funds	Total 2020	Total 2019
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	247,651	-	247,651	256,907
Activities for generating funds	3	26,735	-	26,735	27,968
Investment income	4	-	-	-	20
		<u>274,386</u>	<u>-</u>	<u>274,386</u>	<u>284,895</u>
Incoming resources from charitable activities	5	7,294	-	7,294	17,870
		<u>281,680</u>	<u>-</u>	<u>281,680</u>	<u>302,765</u>
Total incoming resources					
<u>Resources expended</u>	6				
Costs of generating funds					
Costs of generating donations and legacies		146,501	-	146,501	182,542
		<u>135,179</u>	<u>-</u>	<u>135,179</u>	<u>120,223</u>
Net incoming resources available					
Charitable activities					
Other costs		154,550	-	154,550	172,938
Benevolent Fund		-	1,657	1,657	1,540
		<u>154,550</u>	<u>1,657</u>	<u>156,207</u>	<u>174,478</u>
Total charitable expenditure					
Total resources expended		<u>301,051</u>	<u>1,657</u>	<u>302,708</u>	<u>357,020</u>
Net income/(expenditure) for the year		(19,371)	(1,657)	(21,028)	(54,255)
Transfer of funds	17	-	-	-	-
Net movement in funds		(19,371)	(1,657)	(21,028)	(54,255)
Fund balances at 1 January		326,392	16,907	343,299	397,554
		<u>307,021</u>	<u>15,250</u>	<u>322,271</u>	<u>343,299</u>
Fund balances at 31 December					

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2020

		2020		2019	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		481,887		484,766
Current assets					
Stocks		5,486		5,486	
Debtors	15	5,219		16,254	
Cash at bank and in hand		25,304		27,287	
		<u>36,009</u>		<u>49,027</u>	
Creditors: amounts falling due within one year	16	<u>(195,625)</u>		<u>(190,494)</u>	
Net current (liabilities)/assets			<u>(159,616)</u>		<u>(141,467)</u>
Total assets less current liabilities			<u>322,271</u>		<u>343,299</u>
Income funds					
Restricted funds	17		15,250		16,907
Unrestricted funds			<u>307,021</u>		<u>326,392</u>
			<u>322,271</u>		<u>343,299</u>

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
 Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its journal and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

Tangible fixed assets and depreciation (continued)

The accounting policy for the depreciation of land and buildings has been changed during the prior year. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the entity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Donations and gifts	20,723	-	20,723	20,246
Subscriptions and membership income (see below)	226,928	-	226,928	236,661
	<u>247,651</u>	<u>-</u>	<u>247,651</u>	<u>256,907</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2020 £	2019 £
Subscription and fee income from members	215,075	206,575
Members joining fees	8,513	13,530
	<u>223,588</u>	<u>220,105</u>
Accreditation fees	3,340	16,556
	<u>226,928</u>	<u>236,661</u>

3 Activities for generating funds

	2020 £	2019 £
Activities for generating funds (rent, journal advertising etc)	26,735	27,968
Net Activities for generating funds	<u>26,735</u>	<u>27,968</u>

4 Investment income

	2020 £	2019 £
Bank interest	-	20

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

5 Incoming resources from charitable activities

	2020 £	2019 £
Seminar and course income	7,294	17,870

6 Total resources expended

	2020 £	2019 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	146,501	182,542

Included in costs of generating funds are Project Courtleigh costs which have increased and are as shown in note 11.

Charitable activities

	2020 £	2019 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	69,457	71,439
Grant funding of activities	643	591
Support costs (note 11 – investment, governance, education & journal)	84,450	100,908
Total	154,550	172,938

Benevolent Funds

Costs	1,657	1,540
	156,207	174,478
	302,708	357,020

Included in support costs are payments to the Independent Examiner of £3,000 (2019: £3,000).

Also Included in support costs are Project Courtleigh costs which have increased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

7	Costs of generating donations and legacies (see note 6)	2020	2019
		£	£
	Other costs comprise:		
	Councillor expenses	726	3,411
	Secretariat expenses	1,172	5,753
	New members expenses	1,545	3,140
	Branch expenses reimbursed	68	174
	Marketing & promotions	5,000	-
	Exhibitions costs	-	229
	AGM/EGM expenses	200	3,617
	(Increase)/decrease in stock	-	1,582
	Support costs (note 11 – including Project Courtleigh)	137,790	164,636
		<u>146,501</u>	<u>182,542</u>
	Project Courtleigh costs have increased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2020	2019
		£	£
	Other costs relating to IED comprise:		
	Journal publishing costs	61,500	60,517
	Postage re-allocated to journal publishing	7,893	6,248
	University accreditation costs	64	4,674
		<u>69,457</u>	<u>71,439</u>
9	Grants payable	2020	2019
		£	£
	IED	643	591

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2020 £	Total 2019 £
Administration (including Project Courtleigh)	89,378	-	89,378	131,811
Staff costs	129,983	-	129,983	129,868
Depreciation	2,879	-	2,879	3,865
	<u>222,240</u>	<u>-</u>	<u>222,240</u>	<u>265,544</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income	Investment Management Costs	Governance Costs	Educational Schemes	Journal
Percentage	62.00%	0.50%	1.50%	27.00%	9.00%
	£	£	£	£	£
Accountancy fees	3,333	27	81	1,452	483
Bank charges	5,425	44	131	2,363	787
Computer equipment depreciation	1,785	14	43	777	260
Computer expenses/IT support	4,618	37	112	2,011	670
Employer's National Insurance	3,886	31	94	1,692	565
Employer's pension contributions	1,994	16	48	868	290
Equipment hire	-	-	-	-	-
Equipment maintenance	520	4	13	226	75
Furlough grant	(1,719)	(14)	(42)	(749)	(249)
Fixtures & fitting depreciation	-	-	-	-	-
General expenses	267	2	7	117	38
Insurance	2,132	17	52	928	309
Interest payable	-	-	-	-	-
Irrecoverable VAT under Partial	4,999	40	121	2,177	726
Legal & professional fees	1,246	10	30	543	181
Light & heat	7,330	59	177	3,192	1,065
Office refreshments	112	1	3	49	15
Postage	7,123	57	172	3,102	1,035
Postage re-allocated to journal	(4,894)	(39)	(118)	(2,131)	(711)
Printing & stationery	1,308	10	32	570	190
Project Courtleigh	5,931	48	143	2,583	861
Property maintenance	12,288	99	297	5,351	1,784
Rates & water	1,058	9	26	460	153
Staff training	-	-	-	-	-
Subscriptions payable	1,830	15	44	797	266
Telephone	789	6	19	343	115
Wages & salaries	76,429	616	1,849	33,283	11,095
Total	<u>137,790</u>	<u>1,109</u>	<u>3,334</u>	<u>60,004</u>	<u>20,003</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

11 Support Costs – total

Description	Total 2020 £	Total 2019 £
Accountancy fees	5,376	3,774
Bank charges	8,750	8,080
Computer equipment depreciation	2,879	2,879
Computer expenses/IT support	7,448	7,637
Employer's National Insurance	6,268	6,906
Employer's pension contributions	3,216	1,920
Equipment hire	-	1,712
Equipment maintenance	838	2,876
Fixtures & fitting depreciation	-	986
Furlough grant	(2,773)	-
General expenses	431	64
Insurance	3,438	3,194
Interest payable	-	881
Irrecoverable VAT under Partial Exemption rules	8,063	11,028
Legal & professional fees	2,010	5,182
Light & heat	11,823	11,753
Office refreshments	180	242
Postage	11,489	8,302
Postage re-allocated to journal publishing	(7,893)	(6,248)
Printing & stationery	2,110	3,676
Project Courtleigh	9,566	44,328
Property maintenance	19,819	20,023
Rates & water	1,706	1,715
Staff training	-	64
Subscriptions payable	2,952	1,585
Telephone	1,272	1,943
Wages & salaries	123,272	121,042
Total	222,240	265,544

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £672 for expenses (2019: £3,411). This included £nil (2019: £730) in relation to accreditation expenditure, £23 (2019: £406) for interview expenses and the remainder £649 (2019: £2,275) was for other expenditure.

Trustees loaned a total of £30,000 (2019: £65,000) to the charity during the year as short-term working capital. Loan interest at 2.95% per month was payable on the loans. The loans have been fully repaid during 2021. No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

13 Employees

Staff Costs

	2020 £	2019 £
Wages and salaries	123,272	121,042
Furlough grant	(2,773)	-
Employer's National Insurance contributions	6,268	6,906
Pension costs	3,216	1,920
	<u>129,983</u>	<u>129,868</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2019: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost				
At 1 January 2020	518,498	17,699	6,655	542,852
Additions	-	-	-	-
At 31 December 2020	<u>518,498</u>	<u>17,699</u>	<u>6,655</u>	<u>542,852</u>
Depreciation				
At 1 January 2020	37,742	13,689	6,655	58,086
Charge for the year	-	2,879	-	2,879
At 31 December 2020	<u>37,742</u>	<u>16,568</u>	<u>6,655</u>	<u>60,965</u>
Net book value				
At 31 December 2020	<u>480,756</u>	<u>1,131</u>	<u>-</u>	<u>481,887</u>
At 31 December 2019	480,756	4,010	-	484,766

Included in land and buildings is freehold land of £165,000 (2019: £165,000).

15 Debtors

	2020 £	2019 £
Trade debtors	3,186	9,315
Other debtors	1,540	6,939
Prepayments	493	-
	<u>5,219</u>	<u>16,254</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

16	Creditors: amounts falling due within one year	2020 £	2019 £
	Bank overdraft	32,276	64,882
	Trade creditors	13,877	3,707
	Other creditors	19,567	20,050
	Engineering Council	44,290	31,392
	Loans from Trustees	30,000	65,000
	Bounce-back loan (Coronavirus support)	50,000	-
	Other taxes and social security costs	2,615	2,463
	Accruals	3,000	3,000
	Deferred income	-	-
		<u>195,625</u>	<u>190,494</u>

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020	Movement in funds		Balance at 31 December 2020
	£	Net movement £	Transfer £	£
Benevolent Fund	16,907	(1,657)	-	15,250
	<u>16,907</u>	<u>(1,657)</u>	<u>-</u>	<u>15,250</u>

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 December 2020 are represented by:			
Tangible fixed assets	481,887	-	481,887
Current assets	20,759	15,250	36,009
Creditors: amounts falling due within one year	(195,625)	-	(195,625)
	<u>307,021</u>	<u>15,250</u>	<u>322,271</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Detailed Income and Expenditure account

	2020 £	2019 £
Income		
Incoming resources from generated funds		
Donations and gifts	106	92
Gift Aid	20,617	20,154
Members joining fees	8,513	13,530
Sponsorship and commissions (accreditation)	3,340	16,556
Subscriptions & fee income from members	214,298	206,575
	<u>246,874</u>	<u>256,907</u>
Activities for generating funds		
Journal advertising and non-member subscriptions	6,340	4,132
Rental income, room hire charges & sundry income	20,395	23,836
	<u>26,735</u>	<u>27,968</u>
Investment income		
Bank and building society interest	-	20
Incoming resources from charitable activities		
Seminar and course income	7,294	17,870
	<u>280,903</u>	<u>302,765</u>
Total Income		
	<u>280,903</u>	<u>302,765</u>
Expenditure		
Costs of generating funds		
AGM/EGM expenses	200	3,617
Branch expenses reimbursed	68	174
Councillor expenses	726	3,411
Exhibitions costs	-	229
(Increase)/decrease in stock	-	1,582
Marketing & promotions	5,000	-
New members expenses	1,545	3,140
Secretariat expenses	1,172	5,753
	<u>8,083</u>	<u>17,906</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Detailed Income and Expenditure account

Charitable activities

Journal publishing costs	61,500	66,765
University accreditation	64	4,674
	61,564	71,439
Grants provided	643	591
	62,207	72,030

Other resources expended (restricted)

Benevolent Fund	1,657	1,540
	1,657	1,540

Support costs

Accountancy fees	5,376	3,774
Bank charges	8,750	8,080
Computer equipment depreciation	2,879	2,879
Computer expenses/IT support	7,448	7,637
Employer's National Insurance	6,268	6,906
Employer's pension contributions	3,216	1,920
Equipment hire	-	1,712
Equipment maintenance	838	2,876
Fixtures & fitting depreciation	-	986
Furlough grant	(2,773)	-
General expenses	431	64
Insurance	3,438	3,194
Interest payable	-	881
Irrecoverable VAT under Partial Exemption rules	8,063	11,028
Legal & professional fees	2,010	5,182
Light & heat	11,823	11,753
Office refreshments	180	242
Postage	11,489	8,302
Postage re-allocated to journal publishing	(7,893)	(6,248)
Printing & stationery	2,110	3,676
Project Courtleigh	9,566	44,328
Property maintenance	19,819	20,023
Rates & water	1,706	1,715
Staff training	-	64
Subscriptions payable	2,952	1,585
Telephone	1,272	1,943
Wages & salaries	123,272	121,042
	222,240	265,544

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>301,931</u>	<u>357,020</u>
Total movement in Funds	<u>(21,028)</u>	<u>(54,255)</u>