

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales · Charity number 1151260

Details

Other names	BISA
Status	Registered
Legal form	CIO
Registered	2013-03-15
Register	View on the Charity Commission register

Contact

Address University Of Birmingham
Room 650
6th Floor
Muirhead Tower
Edgbaston
Birmingham
B15 2TT

Phone 01214158180

Email office@bisa.ac.uk

Website www.bisa.ac.uk

Activities

Objects: THE CHARITYS OBJECTS (OBJECTS) ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:THE ADVANCEMENT OF EDUCATION AND OTHER PURPOSES AS SHALL BE EXCLUSIVELY CHARITABLE, INCLUDING IN PARTICULAR (BUT WITHOUT PREJUDICE TO THE GENERALITY OF THE FOREGOING) THE ADVANCEMENT OF EDUCATION IN INTERNATIONAL STUDIES AND RELATED SUBJECTS.

Activities: The advancement of education in international studies and related subjects, through the provision of journals, a newsletter, website information, email list service, annual conference and events, provision of research funding through the funding of working groups and PhD students.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training
- **Who:** The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£531,694	£535,992	£312,946	4
2024-03-31	£463,031	£519,660	-	-
2023-03-31	£381,662	£399,020	-	-
2022-03-31	£311,601	£311,387	-	-
2021-03-31	£276,078	£285,990	-	-

Trustees

Name	Role	Appointed
Professor Juanita Marie Elias	Chair	2023-08-01
Dr Geoffrey Jon Swenson		2022-07-25
Dr Helena Margarida Costa Farrand Carrapico		2022-07-25
Dr Jamie Jean Hagen		2025-08-01
Dr Marianna Charountaki		2023-08-01
Dr Nicholas David Caddick		2023-08-01
Dr Una McGahern		2023-08-01
Professor Andrew Mark Dorman		2025-08-01
Professor Jack Holland		2024-06-24
Professor Simon Berkeley Rushton		2023-08-01
Professor Timothy Peter Edmunds		2024-06-24
Professor Victoria Marie Basham		2025-08-01

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales - Charity number 1151260

Accounts

Charity registration number 1151260 (England and Wales)

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Professor Kyle Grayson - Chair (from July 23) Professor Ilan Baron Dr Nick Caddick Professor Helena Farrand Carrapico Dr Geoffrey Swenson Professor Lee Jarvis Dr Una McGahern Dr Marianna Charountaki Professor Simon Rushton Professor Juanita Elias - Vice Chair Dr Laura McLeod - EDI Officer Professor Jack Holland Professor Timothy Edmunds	(Appointed 24 June 2024) (Appointed 24 June 2024)
-----------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------

Secretary	Professor Tony Haastrup Professor Helena Farrand Carrapico	(to July 24) (from July 24)
------------------	---------------------------------------------------------------	--------------------------------

All the above make up BISA's Executive Committee and are entitled to vote.

Co-opted members	Ms Juliet Dryden Mr Dan Aylward Nicholas Wright Assala Khettache	Director/CEO Treasurer FCDO Representative (from Sept 24) Chair of Postgraduate Network (from Jul 24)
-------------------------	---------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------

Charity number 1151260

Registered office University Of Birmingham Room 650
6th Floor
Muirhead Tower
Birmingham
B15 2TT

Independent examiner Gravita Audit Oxford LLP
First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD

Bankers Barclays
Birmingham Edgbaston
Leicester
LE87 2BB

Key staff	Juliet Dryden Chrissie Duxson Freya Jones Ella Buillard	Director Communications Manager Administrator Events Coordinator
------------------	------------------------------------------------------------------	---------------------------------------------------------------------------

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) CONTENTS

	Page
Trustees' report	1 - 12
Independent examiner's report	14
Statement of financial activities	15
Balance sheet	16
Notes to the financial statements	17 - 24

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Legal Status

The British International Studies Association (BISA) has been a charity for some years under charity number 1151260 but changed its legal status in September 2022 from a company limited by guarantee under number 8422260 to a Charitable Incorporated Association (CIO) governed by Charity Law with limited trustee liability and reporting to the Charity Commission. It is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally and is registered for VAT (registered number 982 6566 71). The trustees of the charity are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' (FRS 102), form the accounting framework for charities. The current guidance can be found at:

www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

History and Aims

The British International Studies Association was founded in 1974 by an interim committee and is governed by a new 2022 constitution revised from the original 1974 Articles of Association and approved by the membership at an EGM in June 2022.

The objectives of the Association, primarily 'the advancement of education in international studies and related subjects' are set out clearly in clause 3 of the constitution. The Association aims to represent and support the scholarly community of academics, students and others working in International Studies and related disciplines and is committed to furthering research, knowledge exchange, professional development and learning and teaching.

Membership

BISA membership is open to any member of the public interested in International Studies and related fields and holds particular relevance to those working in higher education institutions in the UK and further afield. An AGM is held each year for all full individual members.

BISA also welcomes membership applications from UG and PG students of International Studies and related fields as well as those working in policy, journalism, development and related fields. Student membership does not qualify for voting rights.

BISA introduced both an Institutional and school membership category in 2019. It was hoped that new members would begin to be admitted into these categories in 2021 but this was delayed by the worldwide pandemic and has been put on hold until resources can be found to implement these new categories.

As of 31 March 2025, the total number of BISA members was 1548, an increase of 62 members since the same time last year when membership figures were 1486 and 1371 the year before. The March 2025 total includes 910 full members (866 in 23-24) and 638 student members (620 in 23-24).

BISA has set a membership increase target of 2% per year while acknowledging that there are a finite number of potential members. This is estimated at approximately 2000 members. Between 31 March 2024 and 31 March 2025, this target was reached with an increase in membership of 4.01%. BISA's long term aim is for the majority of UK International Studies academics as well as others working in related fields to be members of the Association.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Communication with Members

The Association communicates regularly with its members as well as the general public. Having invested heavily in a new website, membership database and conference system in 2019 and with the appointment of a full-time communications manager in 2019, the reporting period was the fourth year BISA has been able to roll out its communications strategy through different channels including the website, monthly e-newsletter and through social media including X, Bluesky, Facebook and LinkedIn.

Trustees, Governance and Management

The trustees plus the Director (CEO) and any co-opted members constitute the Executive Committee of BISA who meet four times a year. Since the pandemic meetings have mostly been held virtually and this has proved to be a more inclusive and successful method of meeting as well as cost effective. In 2024/25 this set up was used for all four meetings.

Under clause 13 of the constitution, the trustees and any officer positions which they hold are elected from amongst the BISA membership. The four officers plus the Director/CEO make up the core governance team.

Under clause 14(6) of the constitution an elected trustee serves for up to two years, the Chair and Vice Chair up to two years and the Secretary, Treasurer and EDI Officer up to three years. Appointments commence on 31 July of each year. Professor Toni Haastrup (Manchester) came to the end of her term as Secretary in July 2024 with Professor Helena Farrand Carrapico (Northumbria) re-elected to take over the role of Secretary. Dr Geoff Swenson (City) was also re-elected as an ordinary trustee for a further two years. We also welcomed two new trustees in Professor Tim Edmunds (Bristol) and Professor Jack Holland (Leeds)

The Executive Committee also includes some co-opted members. They are invited to observe and participate in debate in a non-voting capacity as required. BISA had four co-opted members in 2024/25 including the Director/CEO, Juliet Dryden, Dr Jenny Medcalf representing the Foreign and Commonwealth Office, Ndidi Olibamoyo (Bath), the Chair of BISA's Postgraduate Network and Dan Aylward for his financial expertise. Dr Jenny Medcalf retired in July 2024 to be replaced by Dr Nicholas Wright (FCDO) and the Chair of the PGN came to the end of her term in July 2024 to be replaced by Assala Khettache (Aber).

Appointments to the elected positions of the Executive Committee is determined through an electronic ballot of all members which is advertised widely. The electronic ballot was conducted as usual in May/June 2024.

New trustees are sent a welcome pack by the Director, outlining their responsibilities as charity trustees on the commencement of their post. If they have been appointed to a particular position, a description of duties is also included. The Director follows this up with a 1:1 Introductory call.

All trustees who served between April 2024 and March 2025 are listed in the introductory section of this report. No trustee received any remuneration for their services.

BISA Sub-Committees / Task and Finish Groups

The Chair, in his second year, continued to prioritise the defence of the social sciences while embedding EDI into BISA activities. As well as these ongoing priorities he continued with four task and finish groups as follows:

- REF Response Group – on behalf of BISA to the FRAPP consultancy
- Internationalisation Group – to better connect BISA with colleagues from outside the UK
- Awards Group – to develop criteria and a process for BISA's prizes following best EDI practice
- EDI Group – develop a no cost effort monitoring system to track nominations, applications, submissions and outcomes of awards and journals

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The role of volunteers

In common with most organisations in the charitable sector, the Association relies heavily on the time and effort of volunteers. These are usually students or academics who have an interest in running the Association's post graduate network, assisting with the organisation of working groups, assisting with the organisation of the annual conference, volunteering on editorial boards of BISA publications, sitting on award committees and assisting with the general running of BISA. In addition, all trustees are unpaid volunteers. BISA would not be able to fulfil its charitable activities without the commitment and dedication of these individuals.

Wider Networks

BISA is a learned society member of the Academy of Social Science (AcSS). The Academy offers the Association a very important joint voice with other social science learned societies both within the UK and Europe. BISA is also a member of the Society Publishers' Coalition (SocPC). The Society offers the Association an important joint voice with other learned societies particularly related to open access publication issues. The BISA Director attends meetings of both the AcSS and SocPC as well as meetings at the British Academy, ESRC and AHRC when necessary.

Key partnerships

BISA has no formal partnerships. The closest partner in the United Kingdom in terms of BISA's mission and interests is the Political Studies Association (PSA) and there is much cross over of members who work in Departments of International Relations and Departments of Politics and International Relations throughout the UK and further afield. BISA liaises with the PSA on common areas of concern such as the REF, Heads of Department meetings and joint advocacy on behalf of the discipline such as the joint British Academy Disciplinary Analysis of Politics and International Relations published in January 2025.

The Director also regularly meets with UACES and ECPR to talk about issues of mutual concern. BISA has partnered with the Foreign, Commonwealth, & Development Office (FCDO) on its model student NATO exercise for many years now and we matched this in 2025 with a new partnership with Chatham House on its model student Climate Change Simulation. We also partnered with the British Council on a 'New Voices in International Relations' prize for the best MA Dissertation. We continue to look for similar partnerships for other aspects of our work.

BISA's closest international partners are the International Studies Association (ISA), based in the United States, the World International Studies Association (WISC) and the European International Studies Association (EISA). Since January 2019, the BISA Director/CEO has prioritised furthering these partnerships. The Director has attended meetings of all these sister associations. In March 2025, BISA sponsored several panels/roundtables at the ISA in Chicago. It is hoped that similar arrangements can be made with the EISA furthering our partnerships and cooperation.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Public Benefit

BISA is primarily an educational charity, and in preparing this report, the trustees confirm that they have paid close attention to the Charity Commission's guidance on public benefit, as set out in its publication Charities and Public Benefit: the Charity Commission's general guidance on public benefit (January 2008, amended December 2011 and 2014 - <https://www.gov.uk/guidance/public-benefit-rules-for-charities>) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a. the advancement of education
- a. the advancement of the arts, culture, heritage, or science

It also specifies a legal requirement 'that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales'. This is known as the public benefit requirement.

There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits.

Principle 2: Benefit must be to the public, or a section of the public.

The Association provides a benefit to the public by carrying out the activities listed in this report in accordance with its charitable objective of 'the advancement of education and other purposes as shall be exclusively charitable, including in particular the advancement of education in International Studies and related subjects.

As with other learned societies, public benefit derives not simply from membership of the Association but from a wider dissemination by the Association of knowledge about International Studies through the charity's research groups, events, publications and information on its website at www.bisa.ac.uk

Equal Opportunities

The trustees and Director are committed to the principles of inclusiveness, tolerance and fairness. BISA is a diverse and inclusive environment and opposes all forms of discrimination. It provides its members with career development and treats all its members on the basis of merit and ability alone. To ensure there is consistency in the Association's approach, BISA created a new officer post of Equality, Diversity and Inclusion Lead in December 2019 and subsequently produced an EDI strategy in 2020. A new EDI Officer, Dr Laura McLeod was appointed in July 2023 and much work has been progressed in this area thanks to an AcSS grant during this reporting period (more on this further down).

Activities for the Public Benefit

BISA engages in a wide variety of activities with the aim of promoting the understanding and development of International Studies to the wider community. Most of our activities are open to both members and non-members. The Association produces a number of publications, organises a large number of events – both virtual and face-to-face through its working groups, its post-graduate network and independently with a new virtual conference in Jan 2025 and an annual large conference of 1200+ delegates in June of each year. It also holds several student-led policy simulation events throughout the year. The Association also recognizes excellence within the discipline through awards, provides funding opportunities for its members, and encourages networking opportunities.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1. Publications

The Association produces a number of publications. As well as two very well-regarded journals and a book series, BISA produces a monthly e-newsletter, articles, news stories and blogs written by both members and non-members for its website. It also makes available reports and publications from other organisations such as the AcSS, the British Academy and the Society Publishers' Coalition.

1a *Review of International Studies* (RIS)

RIS is the flagship journal of BISA, published 6 times a year (plus a special issue) by Cambridge University Press, and is currently on its 50/51st volume (2024/25). RIS publishes cutting edge research on International Studies with the aim of initiating or leading contemporary debates in the discipline.

RIS is committed to improving the diversity of its authors, reviewers and editorial board members. RIS will continue on this trajectory and improve the proportion of submissions and published articles by authors from underrepresented groups.

The RIS editorial team is appointed by the Executive Committee for a four-year term and reports annually to the BISA Executive, which tracks key performance indicators. In January 2024, a new editorial team took over under the editorships of Professor Andrew Hom from the University of Edinburgh, Professor Soumita Basa, South Asian University, India and Professor Cian O'Driscoll from the Australian National University.

Review of International Studies had a 2024 2 year impact factor of 3.7 (up from 3.2 in 2023)

More detail can be found at: <https://www.cambridge.org/core/journals/review-of-international-studies>

1b *European Journal of International Security* (EJIS)

EJIS was launched in January 2016 and is published three times a year by Cambridge University Press. It is currently on its 8/9thth (2024/25) volume. It seeks to publish theoretical, methodological and empirical papers at the cutting edge of security research.

The EJIS editorial team is appointed for a four-year term in the same manner as RIS and reports annually to the Executive Committee whilst retaining independent editorial control of content. In January 2024, a new editorial team took over led by Professor Andrew Mumford from the University of Nottingham.

Since September 2024, EJIS has been fully open access. In 2024 is received a 2 year impact factor of 2.5 (up from 2.2 in June 2023).

More detail can be found at: <https://www.cambridge.org/core/journals/european-journal-of-international-security>

1c Cambridge Studies in International Relations

The book series is a joint initiative between BISA and Cambridge University Press. Established in 1985, it publishes three to four books per year. The series now includes over 150 books and publishes the best new scholarship in International Studies, irrespective of subject matter, methodological approach or theoretical perspective.

The current editorial board consists of Evelyn Goh, Christian Reus-Smit, and Nicholas J. Wheeler.

More detail can be found at: <https://www.cambridge.org/core/series/cambridge-studies-in-international-relations/AE22F4B38EBA54D9E08E02BD22C39E05>

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1d Publication Contracts

Journals: BISA has been in contract with Cambridge University Press since 1989. The most recent journal contracts have been from 2006-2011, 2011-2017 and 2016-2022. After a competitive tendering process, BISA was pleased to appoint CUP for a further 5 years in January 2023 to 2028.

Book Series: BISA has been in contract with CUP since 1985. The most recent book series contract was signed in January 2014 with various appendums renewing the terms of the contract. A new appendum was signed in May 2020 for a further three years until May 2023. It is expected that a new contract under the same terms will be signed shortly.

The BISA Executive Committee and Director are satisfied with BISA's relationship with Cambridge University Press and values the expertise and quality of support CUP gives to the editors and the BISA team and to the publications themselves.

1e Other Publications

In partnership with the British Academy, BISA and the PSA contributed to a disciplinary analysis of Politics and International Relations in the UK. This was a substantial piece of work conducted by the British Academy with BISA expertise. The purpose of the analysis was to assess the state of the discipline in the UK with data showing that International Relations was on the rise amongst undergraduates across the academic horizon.

2. Events and annual conference.

2a. Working group events

The number of BISA working groups has been steadily rising over the years and during this reporting period, a comprehensive system of monitoring working group outputs (events, articles, blogs, meetings) was put into practice with the aim of closing down dormant groups, merging others and welcoming new ones. Trustees agree that approximately 26 is a feasible number of working groups given BISA's support capacity and that the natural ebb and flow of research interests is entirely appropriate for a strong and evolving discipline.

With 32 working groups at the beginning of the reporting period, BISA ended with 26 working groups, which included two new groups and two moving to conference only track groups. Each working group comprises BISA members and specializes in different areas of International Studies.

1. Africa and International Studies
- b. Astropolitics
- c. Colonial, Postcolonial & Decolonial
- d. Contemporary Research on International Political Theory
- e. Critical Military Studies
- f. Critical Studies on Terrorism
- g. East Europe and Eurasian Studies (formally Russia and Eurasia Security)
- h. Emotions in Politics and International Relations
- i. Environment and Climate Politics – new in 2025
- j. Ethics and World Politics
10. European Security
11. Foreign Policy
12. Gendering International Relations
13. Global Health
14. Global Nuclear Order
15. Global Politics and Development – new
15. Historical Sociology and International Relations
16. International Law and Politics
17. International Political Economy
18. International Relations as a Social Science
19. International Studies and Emerging Technologies
20. International Studies of the Mediterranean, Middle East and Asia
21. Interpretivism in International Relations
22. Peacekeeping, Peacebuilding and Human Rights

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

- 23. Security Policy and Practice – new in 2025
- 24. South-East Europe
- 25. US Foreign Policy
- 26. War Studies

Two working groups were moved to conference only track groups. These were

- International Politics of Migration, Refugees and Diaspora
- Learning and Teaching

Each working group is led by a minimum of two volunteer conveners elected or appointed from within the BISA and working group membership. Conveners must agree to follow BISA's Code of Conduct, Privacy Standard, and Conflict of Interest Policy, and adhere to strict working group guidance.

Conveners may apply for BISA funding twice a year. Applications must give clear outlines of proposed activities accompanied by a proposed budget and must demonstrate how meeting 'In person' is of benefit if applying for in person events.

Virtual and face to face events in the form of lectures, roundtables and workshops are open to both members and non-members with the aim of further promoting and developing International Studies research for the public benefit. In 2024/25 90 online and face to face events were put on by the Association. This was up from 65 in the previous year.

2b. Postgraduate Network (PGN) events

The PGN is comprised of postgraduate and early career research members. At the end of March 2025, there were 600 PGN members which was an increase of 24 from March 2024 and 61 from March 2023. This remains the fastest growing area of membership to BISA. The PGN is chaired by a non-voting member of the BISA Executive and elected from within its membership. In 2024/25, Assala Khettache a PhD student from the University of Aberystwyth took on this role.

The PGN traditionally conducts five major activities throughout the year although this can differ with each new chair.

- Meet the Editors
- Meet the Publishers
- Funding Competition
- PGN Annual Conference
- Elections for the following year

In 2024-25, the PGN held a series of professional development events, workshops and a virtual conference. Topics included navigating social media and AI in academic research, demystifying the publishing process, careers outside academia and advice on grant applications. At BISA2024, the PGN attended in numbers and were able to put on a 'meet the publisher' event.

2c. Annual Conference and Workshops

BISA held its 49th Annual Conference from 5-7 June 2024 in Birmingham. This was the largest conference in BISA's history with a record number of registrations and panels. 1029 registered participants enjoyed over 298 panels and roundtables over 3 days. These included a keynote lecture by Professor Tarek Barkawi, a public roundtable on 'Can the foreign policy of democratic states arrest the global decline in democracy', a joint roundtable with the Foreign Policy Centre on 'The Anglo-American special relationship and the 2024 UK/US elections', a tribute to the late Professor Christopher Coker, book launches, meet the editor events, a public history talk and BISA reception in Birmingham Library. Alongside the academic conference, an exhibitor fair showcased the latest academic publications from the world's leading publishers and think tanks.

Prior to the annual conference, BISA put on a day of professional workshops for post graduate students and early career scholars on topics such as surviving your PhD, becoming a lecturer, publishing an article or book as well as a look at careers from outside academia led by policy and humanitarian experts. Those leading the workshops give their advice and expertise without remuneration.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

We aim to provide a fair and equal opportunity to those presenting their academic research at our conferences. It is also an opportunity to create networking opportunities and promote the understanding and development of the discipline to the wider public. Our conferences are also designed to bring in sufficient income to not only cover conference costs but to fund further research activities for the following year. This was achieved in 2024-25.

2d. Virtual Conference

In January 2025, BISA put on its first virtual conference with the aim of attracting scholars from across the world who were not able to participate in our annual face to face conference for one reason or another. 200 participants from 31 countries attended 38 panels and roundtables spreading international relations far and wide.

2e. Other

BISA held a number of other well attended events during this period not covered under conferences or working group events. These raised awareness and interest in International Relations amongst students, faculty and the wider public and adds to BISA's remit as a public benefit provider.

- a series of Head of Department meetings with the PSA
- a series of Research Director meetings
- a student led NATO model exercise in partnership with the FCDO – March 2025
- a student led Climate Change simulation event in partnership with Chatham House– Dec 2024

2f. Future Events

- 50th Annual Conference in Belfast - 18-20 June 2025
- Methods Training Conference in collaboration with Southampton University June 2025
- BISA-ISA joint workshops in Newcastle – 10 – 12 October 2025
- Climate Change Simulation event with Chatham House – 1 Dec 2025
- Model NATO event with the FCDO – March 2026

3. Awards and Prizes

Each year the Association awards a range of academic prizes related to outstanding books, PhD dissertations, teaching, learning and career achievements, best journal articles and a distinguished lifetime scholar prize. June 2024 also marked the introduction of a number of new awards including a joint BISA- British Council award for the best MA dissertation called New Voices in Cultural Relations, an EDI Prize and a Best BISA working group prize.

These awards are presented at the BISA annual conference. In June 2024 the following scholars and students were awarded prizes.

- The BISA Distinguished Contribution Award 2024 awarded to Professor Caroline Kennedy-Pipe (Loughborough).
- The Susan Strange Best Book Prize 2024 awarded to Marthe Achtnich for *Mobility Economics in Europe's Borderlands: Migrants' Journeys through Libya and the Mediterranean* (Cambridge University Press).
- L.H.M.Ling Outstanding First Book Prize 2024 awarded to Ida Danewid for *Resisting Racial Capitalism: An Antipolitical Theory of Refusal* (Cambridge University Press).
- The Michael Nicholson Thesis Prize 2024 jointly awarded to Sam Ritholtz for *Civil War and the Politics of Difference: Paramilitary Violence against LGBT People in Colombia* and Chloe Sydney for *Why Would You Go Back? Refugee Decision Making with Regards to Return*.
- *New Voices in Cultural Relations Prize 2024* awarded to Louise Sherry for *The Politics of Expendibility: Decolonial Reflections on the State of Climate Justice at COP27*
- *The Review of International Studies Best Article Award 2024* awarded to Louise Amoore for *Machine Learning Political Orders (RIS 2023, vol 49, no 1, pp. 20 – 36)*.
- *Award for Distinguished Excellence in Teaching International Studies 2024 -not awarded in 2024*
- Award for Early Career Excellence in Teaching International Studies 2024 awarded to Akinyemi Oyawale (Warwick)
- Award for Postgraduate Excellence in Teaching International Studies 2024 awarded to Shambhawi Tripathi (St Andrews)

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

- Equality, Diversity and Inclusion Prize 2024 awarded jointly to Bahar Baser (Durham) and Vicky Squire (Warwick).
- Working Group of the Year Prize 2024 jointly awarded to Astropolitics Working Group and the Colonial, Postcolonial and Decolonial Working Group

All nominations for these awards, with the exception of the Distinguished Contribution Award, are sought from the BISA membership and the academic publishing community and considered by distinguished award committees chaired by a member of the BISA Executive Committee.

In addition, 2024/25 marked the first year that BISA has put forward nominations for Fellowships of the Academy of Social Sciences (AcSS). These nominees represent scholars who BISA feels have substantially contributed to the wider social sciences, to policy and to practice, going beyond the normal requirements of their position.

Nominations were sought from the membership and agreed at Executive level. In 2024/25 five candidates were put forward and received AcSS fellowships. They were as follows:

Professor Ruth Blakeley (Sheffield)
 Professor Helena Farrand Carrapico (Northumbria)
 Professor Christopher Hill (Cambridge)
 Professor Caroline Kennedy-Pipe (Loughborough)
 Professor Mark Webber (Birmingham)

4. Funding Opportunities

4a. Founders Fund

This small fund was established some years ago with a donation in memory of Susan Strange, a former BISA Hon Secretary and well respected academic. BISA has continued to allocate to this fund annually whose purpose is to assist PhD students with living costs in the final months of writing up their thesis. In 2024/25, the BISA Executive Committee agreed to make £4,000 of funds available for this purpose. 8 grants were approved of £500 each.

4b. Early Career Research Grants

This fund totals £12,000 and is available to early career researchers working in academic posts wanting to carry out a small research project. In 2024-25 four grants of up to £3000 were made.

Saba Joshi	York	Gender and Land-Use Change in South and Southeast Asian Resou Frontiers
Samah Rafiq	KCL	State-private Hybrid Regimes of Migration Control
Suwita Hani Randhawa	UWE	Ecocide: A 21st Century international crime in the making?
Lama Tawakkol	Manchester	Imperialism's Past, Present and Future: The Political Economy Jordan's Water-for-Energy Deal

4c. Learning and Teaching Grants

These grants of up to £3,000 each are to conduct a discreet piece of research related to pedagogy/teaching. In 2024- 25 one award was made.

Norma Rossi	St Andrews	But can it be applied? Reflections on the Theory and Practice of Security
-------------	------------	---------------------------------------------------------------------------

Investment performance

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
*FOR THE YEAR ENDED 31 MARCH 2025***

5. Research and Impact

BISA's journals, events and 26 working groups continue to produce and share research far beyond the boundaries of the Association.

We also work closely with the British Academy, the Academy of Social Science (AcSS), the ESCR and other social sciences professional associations and learned societies to progress work in various areas. In 2024/25 this included:

- The British Academy's Disciplinary Analysis of Politics and International Relations
- Cutting edge research in the EDI area to a) bring BISA's website up to AA standard as required by the Website Content Accessibility Guidelines and b) to develop a process to collect EDI data from applicants to our prizes and awards. These findings are to be shared with other learned societies so they may learn from the lessons learnt.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Financial review

Income from 1 April 2024 to 31 March 2025

Total income during this period was **£531,694** against a budgeted amount of £516,133. This compared to income of £463,031 in the previous year.

Total expenditure during this period was **£535,992** against a budgeted amount of £595,624. This compared to expenditure of £519,660 in the previous year. This led to a deficit of £4,298.

See Financial Assessment below for further details.

All trustees gave their time freely and no trustee remuneration was paid in the year. In accordance with BISA's Conflict of Interest policy, trustees are required to withdraw from decisions where a conflict of interest arises.

Financial Assessment

Current Position and Plans for the Future: After a major financial overhaul in 2019-20, BISA has been able to monitor its finances carefully and with confidence with quarterly management accounts prepared by our accountants. This has ensured that costs are kept as close to budget as possible.

The 2024-25 YE audited accounts showed a deficit of £4,298. This was against the forecasted loss of £79,490.

Despite the small amount of deficit, the Trustees and the Director are fully aware that a deficit year on year is not sustainable. They also recognise that there are significant challenges ahead. Not only are there many uncertainties in the research and higher education sectors in the UK but more generally in the economy with recent high inflation and the cost of living crisis. We also face the unknown impact of current proposed changes in relation to academic publication practices and the growth of open access under 'read and publish' deals.

BISA will continue to monitor and engage pro-actively with these developments and work with other stakeholders in order to protect our core mission and our members' interests. We feel confident that our new financial systems, new website overhaul and other initiatives of the past few year, including several income generation activities will help to reduce this annual deficit and bring benefits to the Association in the long term.

Reserves and Investment policy

BISA's reserve and investment policy and the level of reserves are reviewed each year by the Executive Committee having regard to the Charity Commission's publication CC19, 'Charity Reserves: Building Resilience' (January 2016) and a forecast of income and expenditure is prepared for the following year.

The policy ensures that BISA maintains a sufficient level of resources determined as **£260,000** in 2024-25 to enable normal operating activities to continue for a period of up to 12 months should a major and unforeseen shortfall in income occur.

The trustees have also committed to ensuring that BISA's funds are used appropriately, lawfully and in accordance with BISA's charitable objectives. The general principle is that funds received as income should be spent within a reasonable period of receipt. The holding of reserves in this context is permitted in order to allow for circumstances that would result in a major loss of income.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

Structure, governance and management

The Trustees who served during the year and up to the date of signature of the financial statements were:

Professor Kyle Grayson - Chair (from July 23)

Professor Ilan Baron

Dr Nick Caddick

Professor Helena Farrand Carrapico

Dr Geoffrey Swenson

Professor Lee Jarvis

Dr Una McGahern

Dr Marianna Charountaki

Professor Simon Rushton

Professor Juanita Elias - Vice Chair

Dr Laura McLeod - EDI Officer

Professor Jack Holland

(Appointed 24 June 2024)

Professor Timothy Edmunds

(Appointed 24 June 2024)

The financial management of BISA is undertaken by the Chair, the Director and the Treasurer in liaison with other members of the Executive Committee. The Director has operational responsibility to ensure that any financial strategy agreed by the Executive Committee is carried out.

The trustees report was approved by the trustees on the 12 September 2025.

Kyle Grayson

.....
Professor Kyle Grayson

BISA Chair and Trustee

June 2023 - June 2025

Date: 12 September 2025

Juliet Dryden

.....
Juliet Dryden

BISA Director/CEO

Date: 12 September 2025

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2025**

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

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

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

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

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (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.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BRITISH INTERNATIONAL STUDIES ASSOCIATION

I report to the Trustees on my examination of the financial statements of British International Studies Association (the Charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Robert Kirtland FCA
Gravita Audit Oxford LLP

First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD
Date: 17/9/2025.....

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from:			
Donations and legacies	3	102,819	90,846
Charitable activities	4	428,850	372,185
Other trading activities	5	25	-
		<u> </u>	<u> </u>
Total income		531,694	463,031
		<u> </u>	<u> </u>
Expenditure on:			
Raising funds	6	22,109	7,392
Charitable activities	7	513,883	512,268
		<u> </u>	<u> </u>
Total expenditure		535,992	519,660
		<u> </u>	<u> </u>
Net expenditure and movement in funds		(4,298)	(56,629)
Reconciliation of funds:			
Fund balances at 1 April 2024		317,244	373,873
		<u> </u>	<u> </u>
Fund balances at 31 March 2025		312,946	317,244
		<u> </u>	<u> </u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
BALANCE SHEET**

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Current assets					
Debtors	13	36,213		63,464	
Cash at bank and in hand		611,857		540,479	
		<u>648,070</u>		<u>603,943</u>	
Creditors: amounts falling due within one year	14	(335,124)		(286,699)	
Net current assets			<u>312,946</u>		<u>317,244</u>
The funds of the Charity					
Unrestricted funds			<u>312,946</u>		<u>317,244</u>
			<u>312,946</u>		<u>317,244</u>

The financial statements were approved by the Trustees on 12 September 2025

Kyle Grayson

.....
Professor Kyle Grayson - Chair (from July 23)

Trustee

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

Charity information

British International Studies Association is a Charitable Incorporated Organisation (CIO). The registered office is University Of Birmingham Room 650, 6th Floor, Muirhead Tower, Birmingham, B15 2TT.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees to further any of the Charity's purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

1.4 Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the Charity: it is probable that the economic benefits associated with the transaction will flow to the Charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

(Continued)

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted. Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the Charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the Charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Equipment	25% reducing balance
-----------	----------------------

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

(Continued)

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

Critical judgements

Depreciation

Depreciation of tangible fixed assets is calculated over the useful economic lives of the assets. During the year ended 31 March 2025, depreciation totalled £Nil.

3 Membership subscriptions

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Subscriptions		
Membership fees	102,819	90,846
	<u> </u>	<u> </u>

4 Income from charitable activities

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
CUP - RIS	115,518	122,394
Publications	1,245	6,815
Book Series Royalties	3,682	4,843
Annual Conference	198,350	160,619
Conference Exhibitors	20,529	24,000
Other income	89,526	53,514
	<u> </u>	<u> </u>
	<u>428,850</u>	<u>372,185</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	25	-

6 Raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Sister Association Partnerships	14,015	77
General expenses	8,094	7,315
	<u>22,109</u>	<u>7,392</u>

7 Expenditure on charitable activities

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Direct costs		
Conference	166,561	151,960
Working Groups	17,364	32,606
Publications	43,500	43,000
	<u>227,425</u>	<u>227,566</u>
Share of support and governance costs (see note 8)		
Support	277,468	273,715
Governance	8,990	10,987
	<u>513,883</u>	<u>512,268</u>
Analysis by fund		
Unrestricted funds	<u>513,883</u>	<u>512,268</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs

	Support costs	Governance costs	2025	Support costs	Governance costs	2024
	£	£	£	£	£	£
Staff costs	214,583	-	214,583	206,769	-	206,769
Depreciation	-	-	-	29	-	29
Communications & IT	15,028	-	15,028	14,006	-	14,006
General Office	9,591	-	9,591	14,590	-	14,590
Finance Costs	38,029	-	38,029	37,444	-	37,444
Travel & Subsistence	237	-	237	877	-	877
Legal and Professional Fees	-	131	131	-	-	-
Independent Examination Fees	-	2,625	2,625	-	4,222	4,222
Accountancy Fees	-	6,234	6,234	-	6,765	6,765
	<u>277,468</u>	<u>8,990</u>	<u>286,458</u>	<u>273,715</u>	<u>10,987</u>	<u>284,702</u>
Analysed between Charitable activities	<u>277,468</u>	<u>8,990</u>	<u>286,458</u>	<u>273,715</u>	<u>10,987</u>	<u>284,702</u>

9 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	-	-
Depreciation of owned tangible fixed assets	-	29
	<u>-</u>	<u>29</u>

10 Trustees

No remuneration or other benefits from employment with the Charity or a related entity were received by the Trustees.

The total amount of employee benefits related to key management personnel is £93,860 (2024: £100,916). The Association considers its key management personnel to comprise the Trustees and the senior management team.

11 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Staff directly paid by the Association	<u>4</u>	<u>4</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

11	Employees	(Continued)	
	Employment costs	2025	2024
		£	£
	Wages and salaries	173,707	167,551
	Social security costs	13,146	12,277
	Other pension costs	27,730	26,941
		<u>214,583</u>	<u>206,769</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025	2024
	Number	Number
£100,001 to £110,000	<u>1</u>	<u>1</u>

Other pension costs include the charge to profit or loss in respect of defined contribution schemes.

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

13 Debtors

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	2,512	3,101
Other debtors	-	2,082
Prepayments and accrued income	33,701	58,281
	<u>36,213</u>	<u>63,464</u>

14 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	28,457	4,859
Credit Card	1,606	641
Accruals and deferred income	305,061	281,199
	<u>335,124</u>	<u>286,699</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

15 Analysis of net assets between funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fund balances at 31 March 2025 are represented by:		
Current assets/(liabilities)	312,946	317,244
	<u>312,946</u>	<u>317,244</u>
	<u><u>312,946</u></u>	<u><u>317,244</u></u>

16 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales - Charity number 1151260

Accounts

Charity registration number 1151260

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Professor Kyle Grayson - Chair (from July 23) Professor Ilan Baron Dr Nick Caddick Professor Helena Farrand Carrapico Dr Geoffrey Swenson Professor Lee Jarvis (Appointed 1 August 2023) Dr Una McGahern (Appointed 1 August 2023) Dr Marianna Charountaki (Appointed 1 August 2023) Professor Simon Rushton (Appointed 1 August 2023) Professor Juanita Elias - Vice Chair (Appointed 1 August 2023) Dr Laura McLeod - EDI Officer (Appointed 1 August 2023) Professor Jack Holland (Appointed 24 June 2024) Professor Timothy Edwards (Appointed 24 June 2024)
-----------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Secretary Professor Tony Hastrup

All the above make up BISA's Executive Committee and are entitled to vote.

Co-opted members	Ms Juliet Dryden Mr Dan Aylward Nicholas Wright Assala Khettache	Director/CEO Treasurer FCDO Representative (from Sept 24) Chair of Postgraduate Network (from Jul 24)
-------------------------	---------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------

Charity number 1151260

Registered office University Of Birmingham Room 650
6th Floor
Muirhead Tower
Birmingham
B15 2TT

Independent examiner Critchleys Audit LLP
Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Bankers Barclays
Birmingham Edgbaston
Leicester
LE87 2BB

Key staff	Juliet Dryden Chrissie Duxson Freya Jones Katie Burt	Director Communications Manager Administrator Events Coordinator
------------------	---------------------------------------------------------------	---------------------------------------------------------------------------

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) CONTENTS

	Page
Trustees' report	1 - 10
Independent examiner's report	12
Statement of financial activities	13
Balance sheet	14
Notes to the financial statements	15 - 22

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Legal Status

The British International Studies Association (BISA) has been a charity for some years under charity number 1151260 but changed its legal status in September 2022 from a company limited by guarantee under number 8422260 to a Charitable Incorporated Association (CIO) governed by Charity Law with limited trustee liability and reporting to the Charity Commission. It is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally and is registered for VAT (registered number 982 6566 71). The trustees of the charity are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' (FRS 102), form the accounting framework for charities. The current guidance can be found at:

www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

History and Aims

The British International Studies Association was founded in 1974 by an interim committee and is governed by a new 2022 constitution revised from the original 1974 Articles of Association and approved by the membership at an EGM in June 2022.

The objectives of the Association, primarily 'the advancement of education in international studies and related subjects' are set out clearly in clause 3 of the constitution. The Association aims to represent and support the scholarly community of academics, students and others working in International Studies and related disciplines and is committed to furthering research, knowledge exchange, professional development and learning and teaching.

Membership

BISA membership is open to any member of the public interested in International Studies and related fields and holds particular relevance to those working in higher education institutions in the UK and beyond. BISA also welcomes membership applications from UG and PG students of International Studies and related fields as well as those working in policy, journalism, development and related fields. Student membership does not qualify for voting rights.

BISA introduced both an Institutional and school membership category in 2019. It was hoped that new members would begin to be admitted into these categories in 2021 but this was delayed by the worldwide pandemic and has now been put on a temporary hold while we find the resources to progress.

As of 31 March 2024, the total number of BISA members was 1486, an increase of 115 members since the same time last year when membership figures were 1371. The March 2024 total includes 866 full members (798 in 22-23) and 620 student members (573 in 22-23).

BISA has set ambitious membership targets at an increase of 10% per year while acknowledging that there are a finite number of potential members. This is estimated at approximately 2000 members. Despite recruitment efforts, membership increased by only 8.3% by the end of March 2024 but an increase nevertheless and an improvement on the 3.3% of 2022-23. BISA's long term aim is for the majority of UK International Studies academics as well as others working in related fields to be members of the Association.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Communication with Members

The Association communicates regularly with its members as well as the general public. Having invested heavily in a new website, membership database and conference system in 2019 and with the appointment of a full-time communications manager in 2019, the reporting period was the third year BISA has been able to roll out its communications strategy through different channels including the website, monthly e-newsletter and through social media including Twitter, Facebook and LinkedIn.

Trustees, Governance and Management

The trustees plus the Director (CEO) and any co-opted members constitute the Executive Committee of BISA who meet four times a year. Since the pandemic meetings have mostly been held virtually and this has proved to be a more inclusive and successful method of meeting as well as cost effective. In 2023/24 this set up was used for three of the four meetings with only the first one face to face to mark the tenure of the new Chair.

Under clause 13 of the constitution, the trustees and any officer positions which they hold are elected from amongst the BISA membership. The four officers plus the Director/CEO who is a permanent employee make up the core governance team.

Under clause 14(6) of the constitution an elected trustee serves for up to two years, the Chair and Vice Chair up to two years and the Secretary, Treasurer and EDI Officer up to three years. Appointments commence after the annual conference in June of each year. In June 2024, three trustees retired plus another in January 24. Six new trustees were elected by the membership - Professor Juanita Elias (Vice-Chair), Dr Marianna Charountaki, Professor Lee Jarvis, Dr Una McGahern, Dr Laura McLeod and Professor Simon Rushton

The Executive Committee also includes some co-opted members. They are invited to observe and participate in debate in a non-voting capacity as required. BISA had four co-opted members in 2023/24 including the Director/CEO, Juliet Dryden, Dr Jenny Medcalf representing the Foreign and Commonwealth Office, Ndidi Olibamoyo, the Chair of BISA's Postgraduate Network and Dan Aylward for his financial expertise.

Appointments to the elected positions of the Executive Committee is determined through an electronic ballot of all members which is advertised widely. The electronic ballot was conducted as usual in May/June 2023.

New trustees are sent a welcome pack by the Director, outlining their responsibilities as charity trustees on the commencement of their post. If they have been appointed to a particular position, a description of duties is also included. The Director follows this up with a 1:1 Introductory calls.

All trustees who served between April 2023 and March 2024 are listed in the introductory section of this report. No trustee received any remuneration.

BISA Sub-Committees

In June 2023, on the appointment of a new Chair, new priorities were added to the existing priorities of defending the social sciences, continuing to embed EDI into BISA activities and strengthening the commitment to BISA's growing ECR membership. The new priorities were given to four new trustee task and finish committees. They were as follows:

- REF Response Group – purpose was to write a response on behalf of BISA to the FRAPP consultancy
- Internationalisation Group – to better connect BISA with colleagues from outside the UK
- Awards Group – to develop criteria and a process for BISA's prizes following best EDI practice
- EDI Group – develop a no cost effort monitoring system to track nominations, applications, submissions and outcomes of awards and journals

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The role of volunteers

In common with most organisations in the charitable sector, the Association relies heavily on the time and effort of volunteers. These are usually students or academics who have an interest in running the Association's post graduate network, assisting with the organisation of working groups, assisting with the organisation of the annual conference, volunteering on editorial boards of BISA publications, sitting on award committees and assisting with the general running of BISA. In addition, all trustees are unpaid volunteers. BISA would not be able to fulfil its charitable activities without the commitment and dedication of these individuals.

Wider Networks

BISA is a learned society member of the Academy of Social Science (AcSS). The Academy offers the Association a very important joint voice with other social science learned societies both within the UK and Europe. BISA is also a member of the Society Publishers' Coalition (SocPC). The Society offers the Association an important joint voice with other learned societies particularly related to open access publication issues. The BISA Director attends meetings of both the AcSS and SocPC as well as meetings at the British Academy, ESRC and AHRC when necessary.

Key partnerships

BISA has no formal partnerships. The closest partner in the United Kingdom in terms of BISA's mission and interests is the Political Studies Association (PSA) and there is much cross over of members who work in Departments of International Relations and Departments of Politics and International Relations throughout the UK and beyond. BISA liaises with the PSA on common areas of concern such as the REF (of which there are more details below), Heads of Department meetings and joint advocacy on behalf of the discipline. The Director also regularly meet with UACES and ECPR to talk about issues of mutual concern.

BISA has annually partnered with the Foreign, Commonwealth, & Development Office (FCDO) on its model NATO exercise and we continue to look for similar partner for our annual climate change exercise and awards.

BISA's closest international partners are the International Studies Association (ISA), based in the United States, the World international Studies Association (WISC) and the European International Studies Association (EISA). Since January 2019, the BISA Director/CEO has prioritised furthering these partnerships. The Director has attended meetings of all these sister associations. In March 2024, BISA sponsored four panels and roundtables at the ISA in San Francisco. It is hoped that similar arrangements can be made with the EISA furthering our partnerships and cooperation.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Public Benefit

BISA is primarily an educational charity, and in preparing this report, the trustees confirm that they have paid close attention to the Charity Commission's guidance on public benefit, as set out in its publication Charities and Public Benefit: the Charity Commission's general guidance on public benefit (January 2008, amended December 2011 and 2014 - <https://www.gov.uk/guidance/public-benefit-rules-for-charities>) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a. the advancement of education
- a. the advancement of the arts, culture, heritage, or science

It also specifies a legal requirement 'that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales'. This is known as the public benefit requirement.

There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits

Principle 2: Benefit must be to the public, or a section of the public

The Association provides a benefit to the public by carrying out the activities listed in this report in accordance with its charitable objective of 'the advancement of education and other purposes as shall be exclusively charitable, including in particular the advancement of education in International Studies and related subjects.

As with other learned societies, public benefit derives not simply from membership of the Association but from a wider dissemination by the Association of knowledge about International Studies through the charity's research groups, events, publications and information on its website at www.bisa.ac.uk

Equal Opportunities

The trustees and Director are committed to the principles of inclusiveness, tolerance and fairness. BISA is a diverse and inclusive environment and opposes all forms of discrimination. It provides its members with career development and treats all its members on the basis of merit and ability alone. To ensure there is consistency in the Association's approach, BISA created a new officer post of Equality, Diversity and Inclusion Lead in December 2019 and subsequently produced an EDI strategy in 2020. EDI continues to be embedded into all areas of the Association.

Activities for the Public Benefit

BISA engages in a wide variety of activities with the aim of promoting the understanding and development of International Studies to the wider community. Most of our activities are open to both members and non-members. The Association produces a number of publications, organises a large number of events – both virtual and face-to-face through its working groups, its post-graduate network and independently with a large annual conference (+1000) and several student-led policy events. Further details on all of these are outlined below. The Association also recognizes excellence within the discipline through awards, provides funding opportunities for its members, and encourages networking opportunities.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1. Publications

The Association produces a number of publications. As well as two very well-regarded journals and a book series, BISA produces a monthly e-newsletter, articles, news stories and blogs written by both members and non-members for its website. It also makes available reports and publications from other organisations such as the AcSS, the British Academy and the Society Publishers' Coalition.

1a *Review of International Studies* (RIS)

RIS is the flagship journal of BISA, published 6 times a year (plus a special issue) by Cambridge University Press, and is currently on its 49/50th volume (2023/24). RIS publishes cutting edge research on International Studies with the aim of initiating or leading contemporary debates in the discipline.

RIS is committed to improving the diversity of its authors, reviewers and editorial board members. RIS will continue on this trajectory and improve the proportion of submissions and published articles by authors from underrepresented groups.

The RIS editorial team is appointed by the Executive Committee for a four-year term and reports annually to the BISA Executive, which tracks key performance indicators. 2023-2024 marks the fourth and final year for the editorial team under the editorship of Professor Martin Coward from the University of Manchester. In January 2024, a new editorial team took over under the editorships of Professor Andrew Hom from the University of Edinburgh, Professor Soumita Basa, South Asian University, India and Professor Cian O'Driscoll from the Australian National University.

Review of International Studies had a 2023 impact factor of 3.

More detail can be found at: <https://www.cambridge.org/core/journals/review-of-international-studies>

1b *European Journal of International Security* (EJIS)

EJIS was launched in January 2016 and is published three times a year by Cambridge University Press. It is currently on its 8/9th (2023/24) volume. It seeks to publish theoretical, methodological and empirical papers at the cutting edge of security research.

The EJIS editorial team is appointed for a four-year term in the same manner as RIS and reports annually to the Executive Committee whilst retaining independent editorial control of content. 2023 marks the fourth and final year for the editorial team under the editorship of Professors Edward Newman, University of Leeds, Jason Ralph, University of Leeds and Jacqui True, University of Monash. In January 2024, a new editorial team took over led by Professor Andrew Mumford from the University of Nottingham. Professor Mumford resigned as a BISA trustee in December 2023 in order to avoid any conflict of interest.

EJIS received its first Journal Impact Factor score of 2.2 in June 2023.

More detail can be found at: <https://www.cambridge.org/core/journals/european-journal-of-international-security>

1c Cambridge Studies in International Relations

The book series is a joint initiative between BISA and Cambridge University Press. Established in 1985, it publishes three to four books per year. The series now includes over 150 books and publishes the best new scholarship in International Studies, irrespective of subject matter, methodological approach or theoretical perspective.

More detail can be found at: <https://www.cambridge.org/core/series/cambridge-studies-in-international-relations/AE22F4B38EBA54D9E08E02BD22C39E05>

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1d Publication Contracts

Journals: BISA has been in contract with Cambridge University Press since 1989. The most recent journal contracts have been from 2006-2011, 2011-2017 and 2016-2022. After a competitive tendering process, BISA was pleased to appoint CUP for a for a further 5 years in January 2023 to 2028.

Book Series: BISA has been in contract with CUP since 1985. The most recent book series contract was signed in January 2014 with various appendums renewing the terms of the contract. A new appendum was signed in May 2020 for a further three years until May 2023. It is expected that a new contract under the same terms will be signed at this point.

The BISA Executive Committee and Director are satisfied with BISA's relationship with Cambridge University Press and values the expertise and quality of support CUP gives to the editors and the BISA team and to the publications themselves

2. Events and annual conference.

2a. Working group events

BISA has 32 working groups each of which focuses on a particular area of International Studies. One new working group joined during this period denoted by an "*" below.

Africa and International Studies
Astropolitics
British International History
Colonial, Postcolonial & Decolonial
Contemporary Research on International Political Theory
Critical Military Studies*
Critical Studies on Terrorism
Emotions in Politics and International Relations
Environment
Ethics and World Politics
European Security
Foreign Policy
Gendering International Relations
Global Health
Global Nuclear Order
Historical Sociology and International Relations
International Law and Politics
International Political Economy
International Politics of Migration, Refugees and Diaspora
International Relations as a Social Science
International Studies and Emerging Technologies
International Studies or the Mediterranean, Middle East and Asia
Interpretivism in International Relations
Intervention and Responsibility to Protect
Learning and Teaching
Non- Governmental Organisations
Peacekeeping and Peacebuilding
Political Violence, Conflict and transnational Activism
Post-structural Politics
Russian and Eurasian Security
South East Europe
US Foreign Policy
War Studies

Each working group is led by a minimum of two volunteer conveners elected or appointed from within the BISA and working group membership. Conveners must agree to follow BISA's Code of Conduct, Privacy Standard, and Conflict of Interest Policy, and adhere to strict working group guidance.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Conveners may apply for BISA funding through two funds set up in 2021 - a virtual fund and a face to face activity fund. These funds are competitive and are open for applications throughout the year. Applications must give clear outlines of proposed activities accompanied by a proposed budget and must demonstrate how meeting in person is of benefit if applying for the face to face activity fund.

Virtual and face to face events in the form of lectures, roundtables and workshops are open to both members and non-members with the aim of further promoting and developing International Studies research for the public benefit. In 2023/24 65 online and face to face events were put on by the Association.

2b. Postgraduate Network (PGN) events

The PGN is comprised of post graduate and early career research members. At the end of March 2024, there were 620 PGN members which was an increase of 47 from the previous year. This remains the fastest growing area of membership to BISA. The PGN is chaired by a non-voting member of the BISA Executive and elected from within its membership. In 2023/24, Ndidi Olibamayo, a PhD student from the University of Aberystwyth took on this role.

The PGN traditionally conducts five major activities throughout the year although this can differ with each new chair.

- Meet the Editors
- Meet the Publishers
- Funding Competition
- PGN Annual Conference
- Elections for the following year

In 2023-24, the PGN held a series of professional development events and workshops on topics such as navigating social media and AI in academic research, demystifying the publishing process, careers outside academia, grant applications and put on a virtual postgrad conference. At BISA2023, they also put on a 'meet the editor's' event and a 1:1 mentoring service.

2c. Annual Conference

BISA held its 48th Annual Conference from 21-23 June 2023 in Glasgow. This was the largest conference in BISA's history with a record number of registrations and panels. 1002 registered participants enjoyed over 245 panels and roundtables over 3 days. These included 2 keynote events, a public lecture, a live podcast, 2 meet the editor events as well as numerous satellite events including a public history talk, an art installation and BISA reception. Alongside the academic conference, an exhibitor fair showcases the latest academic publications from the world's leading publishers and think tanks.

We aim to provide a fair and equal opportunity to those presenting their academic research at our conferences. It is also an opportunity to create networking opportunities and promote the understanding and development of the discipline to the wider public. Our conferences are also designed to bring in sufficient income to not only cover costs but to fund further research activities for the following year. This was achieved in 2023-24.

2d. Other

BISA has held a number of other well attended events during this period not covered under conferences or working group events. These raised awareness and interest amongst students, faculty and the wider public and adding to BISA's remit as a public benefit provider.

- professional development events including a day long workshop for PG/ECR colleagues
- a series of Head of Department meetings with the PSA
- a series of Research Director meetings
- a student led NATO model exercise with the FCDO – March 2023
- a student led Climate Change simulation event – Dec 2023

2e. Future Events

- 49th Annual Conference in Birmingham - 5-7 June 2024
 - Climate Change Simulation event – Dec 2024
 - 1st Annual Virtual Conference – Jan 2025
 - A student led NATO modelling conference – March 2025
-

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3. Awards and Prizes

Each year the Association awards a range of academic prizes related to outstanding books, PhD dissertations, teaching, learning and career achievements, best journal articles and a distinguished lifetime scholar prize.

These awards are usually presented at the BISA annual conference. In June 2022, the following were awarded prizes.

- The BISA Distinguished Contribution Award 2023 – awarded to Professor Andrew Linklater (post humously).
- The Susan Strange Best Book Prize 2023 – Dr Sarah C. Dunstan, Professor Kimberly Hutchings, Professor Patricia Owens and Dr Katharina Rietzler for *Women's International Thought: Towards a New Canon*, Cambridge University Press.
- L.H.M.Ling Outstanding First Book Prize 2023 – Dr Joanne Yao for *The Ideal River: How control of nature shaped the international order*, Manchester University Press.
- The Michael Nicholson Thesis Prize 2023 – Dr Niharika Pandit for *Life Under Military Occupation: An Anticolonial Feminist Analysis of Everyday Politics of Living in Kashmir*.
- *The Review of International Studies Best Article Award 2023 – Dr Daniel Lambach for Space, scale, and global politics: Towards a critical approach to space in international relations. Review of International Studies 48(2).*
- Award for Distinguished Excellence in Teaching International Studies 2022 awarded to Dr Laura Mills (St Andrews)
- Award for Early Career Excellence in Teaching International Studies 2022 – awarded jointly to Roxani Krystalli (St Andrews) & Zoë Jay (Univ of Helsinki)
- Award for Postgraduate Excellence in Teaching International Studies 2022 - awarded to Marie Robin (Univ of Southern Denmark)

All nominations for these awards, with the exception of the Distinguished Contribution Award, are sought from the BISA membership and the academic publishing community and considered by distinguished award committees chaired by a member of the BISA Executive Committee.

4. Funding Opportunities

4a. Founders Fund

This small fund was established some years ago with a donation in memory of Susan Strange, a former BISA Hon Secretary and well respected academic. BISA has continued to allocate to this fund annually whose purpose is to assist PhD students with living costs in the final months of writing up their thesis. In 2023 – 24, the BISA Executive Committee agreed to make £8,000 of funds available for this purpose. 16 grants were approved of £500 each.

4b. Early Career Research Grants

These grants of up to £3,000 each are open to Early Career Researchers working in academic posts to help cover the cost of research expenses. In 2023–24, Four awards were made.

4c. Learning and Teaching Grants

These grants of up to £3,000 are to conduct a discreet piece of research related to pedagogy/teaching. In 2023- 24. Two awards was made.

5. Research and Impact

BISA continued to work closely throughout 2023-24 with the Academy of Social Sciences (AcSS), the ESCR and other social sciences professional associations and learned societies to progress work on equality, diversity and inclusion in research funding.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

Financial review

Income from 1 April 2023 to 31 March 2024

Total income during this period was £463,031 against a budgeted amount of £400,680. This compared to income of £381,662 in the previous year.

Total expenditure during this period was £499,863 against a budgeted amount of £463,852. This compared to expenditure of £399,020 in the previous year. Added to an increased VAT bill this resulted in a YE deficit of £56,629.

See Financial Assessment below for further details.

All trustees gave their time freely and no trustee remuneration was paid in the year. In accordance with BISA's Conflict of Interest policy, trustees are required to withdraw from decisions where a conflict of interest arises.

Financial Assessment

Current Position and Plans for the Future: After a major financial overhaul in 2019-20, BISA has been able to monitor its finances carefully and with confidence with quarterly management accounts prepared by our accountants. This has ensured that costs are kept as close to budget as possible.

The 2023-24 YE audited accounts showed a deficit of **£56,629**, of which £19,795 was unexpected restricted VAT. This was against the forecasted loss of £65,581, an £11,292 improvement.

The Trustees and the Director are fully aware that a similar deficit year on year is not sustainable. They also recognise that there are significant challenges ahead. Not only are there many uncertainties in the research and higher education sectors in the UK but more generally in the economy with recent high inflation and the cost of living crisis. We also face the unknown impact of current proposed changes in relation to academic publication practices and the growth of open access under 'read and publish' deals.

BISA will continue to monitor and engage pro-actively with these developments and work with other stakeholders in order to protect our core mission and our members' interests. We feel confident that our new financial systems, new website overhaul and other initiatives of the past few year, including several income generation activities will help to reduce this annual deficit and bring benefits to the Association in the long term.

Reserves and Investment policy

BISA's reserve and investment policy and the level of reserves are reviewed each year by the Executive Committee having regard to the Charity Commission's publication CC19, 'Charity Reserves: Building Resilience' (January 2016) and a forecast of income and expenditure is prepared for the following year.

The policy ensures that BISA maintains a sufficient level of resources determined as £260,000 in 2023-24 to enable normal operating activities to continue for a period of up to 12 months should a major and unforeseen shortfall in income occur.

The trustees have also committed to ensuring that BISA's funds are used appropriately, lawfully and in accordance with BISA's charitable objectives. The general principle is that funds received as income should be spent within a reasonable period of receipt. The holding of reserves in this context is permitted in order to allow for circumstances that would result in a major loss of income.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
TRUSTEES' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

The Trustees who served during the year and up to the date of signature of the financial statements were:

Professor Ruth Blakeley - Chair (to July 23)	(Resigned 31 July 2023)
Professor Kyle Grayson - Chair (from July 23)	
Dr Elspeth van Veen - Equality, Diversity and Inclusion Lead	(Resigned 31 July 2023)
Professor Mark Webber - Chair	(Resigned 1 April 2023)
Professor Ilan Baron	
Dr Nick Caddick	
Professor Helena Farrand Carrapico	
Dr Georgina Holmes	(Resigned 31 July 2023)
Professor Kurt Mills	(Resigned 31 July 2023)
Professor Andrew Mumford	(Resigned 31 December 2023)
Dr Geoffrey Swenson	
Professor Lee Jarvis	(Appointed 1 August 2023)
Dr Una McGahern	(Appointed 1 August 2023)
Dr Marianna Charountaki	(Appointed 1 August 2023)
Professor Simon Rushton	(Appointed 1 August 2023)
Professor Juanita Elias - Vice Chair	(Appointed 1 August 2023)
Dr Laura McLeod - EDI Officer	(Appointed 1 August 2023)
Professor Jack Holland	(Appointed 24 June 2024)
Professor Timothy Edwards	(Appointed 24 June 2024)

The financial management of BISA is undertaken by the Chair, the Director and the Treasurer in liaison with other members of the Executive Committee. The Director has operational responsibility to ensure that any financial strategy agreed by the Executive Committee is carried out.

The trustees' report was approved by the Board of Trustees.

Kyle Grayson

Professor Kyle Grayson
BISA Chair and Trustee
June 2023 - June 2025
13 September 2024

Juliet Dryden

Juliet Dryden
BISA Director/CEO
13 September 2024

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2024**

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

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

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

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

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (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.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF BRITISH INTERNATIONAL STUDIES ASSOCIATION

I report to the Trustees on my examination of the financial statements of British International Studies Association (the Charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Robert Kirtland FCA
Critchleys Audit LLP
Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Dated: 24/9/2024

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from:			
Donations and legacies	3	90,846	77,958
Charitable activities	4	372,185	303,704
		<u>463,031</u>	<u>381,662</u>
Total income		<u>463,031</u>	<u>381,662</u>
Expenditure on:			
Raising funds	5	7,392	9,825
Charitable activities	6	512,268	389,195
		<u>519,660</u>	<u>399,020</u>
Total expenditure		<u>519,660</u>	<u>399,020</u>
Net expenditure and movement in funds		(56,629)	(17,358)
Reconciliation of funds:			
Fund balances at 1 April 2023		373,873	391,231
		<u>373,873</u>	<u>391,231</u>
Fund balances at 31 March 2024		<u>317,244</u>	<u>373,873</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
BALANCE SHEET**

AS AT 31 MARCH 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	12		-		29
Current assets					
Debtors	13	63,464		27,151	
Cash at bank and in hand		540,479		598,329	
		603,943		625,480	
Creditors: amounts falling due within one year	14	(286,699)		(251,636)	
Net current assets			317,244		373,844
Total assets less current liabilities			317,244		373,873
Net assets excluding pension liability			317,244		373,873
			=====		=====
The funds of the Charity					
Unrestricted funds			317,244		373,873
			317,244		373,873
			=====		=====

The financial statements were approved by the Trustees on 13 September 2024

Kyle Grayson

.....
Professor Kyle Grayson - Chair (from July 23)

Trustee

BRITISH INTERNATIONAL STUDIES ASSOCIATION (A CHARITABLE INCORPORATED ASSOCIATION - CIO) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

British International Studies Association is a Charitable Incorporated Organisation (CIO). The registered office is University Of Birmingham Room 650, 6th Floor, Muirhead Tower, Birmingham, B15 2TT.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees to further any of the Charity's purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

1.4 Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the Charity: it is probable that the economic benefits associated with the transaction will flow to the Charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

(Continued)

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted. Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the Charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the Charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Equipment	25% reducing balance
-----------	----------------------

1.7 Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

**BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies (Continued)

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.10 Retirement benefits

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

1.11 Limited by guarantee

The Charity is a private limited company by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

Critical judgements

Depreciation

Depreciation of tangible fixed assets is calculated over the useful economic lives of the assets. During the year ended 31 March 2024, depreciation totalled £29.

3 Membership subscriptions

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Subscriptions		
Membership fees	90,846	77,958
	<u>90,846</u>	<u>77,958</u>

4 Income from charitable activities

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
CUP - RIS	122,394	135,393
Publications	6,815	5,231
Book Series Royalties	4,843	1,082
Annual Conference	160,619	108,425
Conference Exhibitors	24,000	9,250
Other income	53,514	44,323
	<u>372,185</u>	<u>303,704</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Sister Association Partnerships	77	5,448
General expenses	7,315	4,377
	<u>7,392</u>	<u>9,825</u>

6 Expenditure on charitable activities

	Unrestricted Funds	Unrestricted Funds
	2024	2023
	£	£
Direct costs		
Conference	151,960	74,724
Working Groups	32,606	13,288
Publications	43,000	53,750
	<u>227,566</u>	<u>141,762</u>
Share of support and governance costs (see note 7)		
Support	273,715	237,916
Governance	10,987	9,517
	<u>512,268</u>	<u>389,195</u>
Analysis by fund		
Unrestricted funds	<u>512,268</u>	<u>389,195</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

7 Support costs	Support costs	Governance costs	2024	Support costs	Governance costs	2023
	£	£	£	£	£	£
Staff costs	206,769	-	206,769	180,834	-	180,834
Depreciation	29	-	29	389	-	389
Communications & IT	14,006	-	14,006	18,448	-	18,448
General Office	14,590	-	14,590	9,738	-	9,738
Finance Costs	37,444	-	37,444	28,330	-	28,330
Travel & Subsistence	877	-	877	177	-	177
Legal and Professional Fees	-	-	-	-	933	933
Independent Examination Fees	-	4,222	4,222	-	3,000	3,000
Accountancy Fees	-	6,765	6,765	-	5,584	5,584
	<u>273,715</u>	<u>10,987</u>	<u>284,702</u>	<u>237,916</u>	<u>9,517</u>	<u>247,433</u>
Analysed between Charitable activities	<u>273,715</u>	<u>10,987</u>	<u>284,702</u>	<u>237,916</u>	<u>9,517</u>	<u>247,433</u>

8 Net movement in funds	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>29</u>	<u>389</u>

9 Trustees

No remuneration or other benefits from employment with the Charity or a related entity were received by the Trustees.

The total amount of employee benefits related to key management personnel is £100,916 (2023: £93,879). The Association considers its key management personnel to comprise the Trustees and the senior management team.

10 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Staff directly paid by the Association	<u>4</u>	<u>4</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

10 Employees	(Continued)	
Employment costs	2024	2023
	£	£
Wages and salaries	167,551	146,611
Social security costs	12,277	10,688
Other pension costs	26,941	23,535
	<u>206,769</u>	<u>180,834</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2024	2023
	Number	Number
£90,001 to £100,000	-	1
£100,001 to £110,000	1	-
	<u>1</u>	<u>1</u>

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

12 Tangible fixed assets

	Equipment
	£
Cost	
At 1 April 2023	5,665
At 31 March 2024	<u>5,665</u>
Depreciation and impairment	
At 1 April 2023	5,636
Depreciation charged in the year	29
At 31 March 2024	<u>5,665</u>
Carrying amount	
At 31 March 2023	<u>29</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION
(A CHARITABLE INCORPORATED ASSOCIATION - CIO)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

13 Debtors	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	3,101	1,972
Other debtors	2,082	-
Prepayments and accrued income	58,281	25,179
	<u>63,464</u>	<u>27,151</u>

14 Creditors: amounts falling due within one year	2024	2023
	£	£
Other taxation and social security	4,859	26,017
Credit Card	641	4,950
Accruals and deferred income	281,199	220,669
	<u>286,699</u>	<u>251,636</u>

15 Retirement benefit schemes	2024	2023
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>26,941</u>	<u>23,535</u>

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

16 Analysis of net assets between funds	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Fund balances at 31 March 2024 are represented by:		
Tangible assets	-	29
Current assets/(liabilities)	317,244	373,844
	<u>317,244</u>	<u>373,873</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales - Charity number 1151260

Accounts

Charity registration number: 1151260

**British International Studies Association
(A Charitable Incorporated Association - CIO)**

**Annual Report and Financial Statements
for the year ended 31 March 2023**

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

CONTENTS

FOR THE YEAR ENDED 31 MARCH 2023

Contents	Pages
Legal and administrative information	2-3
Trustees Annual Report (including Director's report)	4-16
Independent Examiners Report	17
Statement of Financial Activities	18
Statement of Financial Position	19
Notes to financial statements	20-29

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2023

Full name: British International Studies Association

Registered charity number: 1151260

Trustees:	Professor Ruth Blakeley	Chair
	Professor Kyle Grayson	Vice Chair
	Dr Danielle Beswick	Treasurer (retired July 22, position then vacant)
	Professor Tony Haastrup	Secretary
	Dr Elspeth van Veeren	Equality, Diversity and Inclusion Lead
	Professor Ilan Baron	Teaching and Learning Lead
	Professor Richard Beardsworth	(retired July 22)
	Dr Nick Caddick	
	Professor Helena Farrand Carrapico	(from July 22)
	Dr Hassan Elbahtimy	(retired July 22)
	Professor Naomi Head	(retired July 22)
	Dr Georgina Holmes	
	Professor Kurt Mills	
	Professor Andrew Mumford	(from July 22)
	Dr Geoffrey Swenson	(from July 22)

All the above make up BISA's Executive Committee and are entitled to vote.

Co- opted members	Ms Juliet Dryden	Director /CEO
	Mr Jon Gorrie	(until Jan 22)
	Dr Jenny Medcalf	FCDO
	Dr Joanna Wilson	Chair of Postgraduate Network (from July 22)

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2023

Registered office: University of Birmingham
Room 650, 6th Floor
Muirhead Tower
Edgbaston
Birmingham
B15 2TT

Bankers: Barclays
Birmingham Edgbaston
Leicester
LE87 2BB

Accountants and independent examiner: Critchleys Audit LLP
Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Key staff:	Juliet Dryden	Director and Company Secretary
	Chrissie Duxson	Communications Manager
	Freya Jones	Administrator
	Katie Burt	Events Coordinator

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

Report of the Trustees

The trustees have pleasure in submitting their Annual Report and Financial Statements for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities 2019' (FRS102) in preparing the annual report and financial statements of the charity. The following report was approved by the trustees on 15 September 2023.

Legal Status

The British International Studies Association (BISA) has been a charity for some years under charity number 1151260 but changed its legal status in September 2022 from a company limited by guarantee under number 8422260 to a Charitable Incorporated Association (CIO) governed by Charity Law with limited trustee liability and reporting to the Charity Commission. It is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally and is registered for VAT (registered number 982 6566 71). The trustees of the charity are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' (FRS 102), form the accounting framework for charities. The current guidance can be found at:

www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

History and Aims

The British International Studies Association was founded in 1974 by an interim committee and is governed by a new 2022 constitution revised from the original 1974 Articles of Association and approved by the membership at an EGM in June 2022.

The objectives of the Association, primarily 'the advancement of education in international studies and related subjects' are set out clearly in clause 3 of the constitution. The Association aims to represent and support the scholarly community of academics, students and others working in International Studies and related disciplines and is committed to furthering research, knowledge exchange, professional development and learning and teaching.

Membership

BISA membership is open to any member of the public interested in International Studies and related fields and holds particular relevance to those working in higher education institutions in the UK and beyond. BISA also welcomes membership applications from UG and PG students of International Studies and related fields as well as those working in policy, journalism, development and related fields. Student membership does not qualify for voting rights.

BISA introduced both an Institutional and school membership category in 2019. It was hoped that new members would begin to be admitted into these categories in 2021 but this was delayed by the worldwide pandemic and has now been put on a temporary hold while we find the resources to progress.

As of 31 March 2023, the total number of BISA members was 1371, an increase of 44 members since the same time last year when membership figures were 1327. The March 2023 total includes 798 full members (820 in 21-22) and 573 student members (512 in 21-22).

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

BISA has set ambitious membership targets at an increase of 10% per year while acknowledging that there are a finite number of potential members. This is estimated at approximately 2000 members. Despite recruitment efforts, membership increased by only 3.3% by the end of March 2023 but an increase nevertheless. BISA's long term aim is for the majority of UK International Studies academics as well as others working in related fields to be members of the Association.

Communication with Members

The Association communicates regularly with its members as well as the general public. Having invested heavily in a new website, membership database and conference system in 2019 and with the appointment of a full-time communications manager in 2019, the reporting period was the third year BISA has been able to roll out its communications strategy through different channels including the website, monthly e-newsletter and through social media including Twitter, Facebook and LinkedIn.

Trustees, Governance and Management

The trustees plus the Director (CEO) and any co-opted members constitute the Executive Committee of BISA who meet four times a year. Since the pandemic meetings have mostly been held virtually and this has proved to be a more inclusive and successful method of meeting as well as cost effective. In 2022/23 this set up was used four times over the year in May 2022, Sept 2022, Dec 2022 and February 2023.

Under clause 13 of the constitution, the trustees and any officer positions which they hold are elected from amongst the BISA membership. The four officers plus the Director who is a permanent employee make up the core governance team.

Under clause 14(6) of the constitution an elected trustee serves for up to two years, the Chair and Vice Chair up to two years and the Secretary, Treasurer and EDI Officer up to three years. Appointments commence after the annual conference in June of each year. In June 2022, four trustees retired, and three new trustees were elected by the membership - Professor Helena Farrand Carrapico, Professor Andrew Mumford and Dr Geoffrey Swenson.

The Executive Committee also includes some co-opted members. They are invited to observe and participate in debate in a non-voting capacity as required. BISA had four co-opted members in 2022/23 including the Director, Juliet Dryden, Dr Jenny Medcalf representing the Foreign and Commonwealth Office, Joanna Wilson, the Chair of BISA's Postgraduate Network and Jon Gorrie for his financial expertise. The later retired in June 2022.

Appointments to the elected positions of the Executive Committee is determined through an electronic ballot of all members which is advertised widely. The electronic ballot was conducted as usual in June 2022.

New trustees are sent a welcome pack by the Director, outlining their responsibilities as charity trustees on the commencement of their post. If they have been appointed to a particular position, a description of duties is also included. The Director follows this up with a 1:1 introductory calls.

All trustees who served between April 2022 and March 2023 are listed in the introductory section of this report. No trustee received any remuneration.

BISA Sub-Committees

In June 2021, on the appointment of a new Chair, a review of BISA's seven sub-committees was conducted. The review found that with the appointment of a CEO in late 2018, there was increasing overlap of work conducted by the CEO and her team, the seven sub-committees and the full executive committee. It was therefore decided to suspend

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

the traditional sub-committees and instead focus on select initiatives of importance to the Chair and Vice Chair (with sub-committees if necessary) while continuing to focus on BISA's long term sustainability through careful governance and budgeting.

From April 22 – March 23, the main priorities were as follows:

- Defence of the Social Sciences
- Embedment of EDI into all BISA activities
- Strengthening the commitment to BISA's growing ECR membership

The role of volunteers

In common with most organisations in the charitable sector, the Association relies heavily on the time and effort of volunteers. These are usually students or academics who have an interest in running the Association's post graduate network, assisting with the organisation of working groups, assisting with the organisation of the annual conference, volunteering on editorial boards of BISA publications, sitting on award committees and other ad hoc work as necessary. All trustees are unpaid volunteers. BISA would not be able to fulfil its charitable activities without the commitment and dedication of these individuals.

Wider Networks

BISA is a learned society member of the Academy of Social Science (AcSS). The Academy offers the Association a very important joint voice with other social science learned societies both within the UK and Europe. BISA is also a member of the Society Publishers' Coalition (SocPC). The Society offers the Association an important joint voice with other learned societies particularly related to open access publication issues. The BISA Director attends meetings of both the AcSS and SocPC as well as meetings at the British Academy, ESRC and AHRC when necessary.

Key partnerships

BISA has no formal partnerships. The closest partner in the United Kingdom in terms of BISA's mission and interests is the Political Studies Association (PSA) and there is much cross over of members who work in Departments of International Relations and Departments of Politics and International Relations throughout the UK and beyond. BISA liaises with the PSA on common areas of concern such as the REF (of which there are more details below), Heads of Department meetings and joint advocacy on behalf of the discipline. We regularly meet (with UACES) to talk about issues of mutual concern.

BISA has annually partners with the FCDO on its model NATO exercise We continue to look for a similar partner for our annual climate change exercise.

BISA's closest international partners are the International Studies Association (ISA), based in the United States, the World international Studies Association (WISC) and the European International Studies Association (EISA). In January 2019 with the introduction of the new Director, priority was given to furthering these partnerships. The Director has attended meetings of all these sister associations. In March 2023, BISA sponsored four panels and roundtables at the ISA in Montreal. It is hoped that similar arrangements can be made with the EISA furthering our partnerships and cooperation.

Public Benefit

BISA is primarily an educational charity, and in preparing this report, the trustees confirm that they have paid close attention to the Charity Commission's guidance on public benefit, as set out in its publication Charities and Public

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

Benefit: the Charity Commission's general guidance on public benefit (January 2008, amended December 2011 and 2014 - <https://www.gov.uk/guidance/public-benefit-rules-for-charities>) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a) the advancement of education
- b) the advancement of the arts, culture, heritage, or science

It also specifies a legal requirement 'that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales'. This is known as the public benefit requirement.

There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits

Principle 2: Benefit must be to the public, or a section of the public

The Association provides a benefit to the public by carrying out the activities listed in this report in accordance with its charitable objective of 'the advancement of education and other purposes as shall be exclusively charitable, including in particular the advancement of education in International Studies and related subjects.

As with other learned societies, public benefit derives not simply from membership of the Association but from a wider dissemination by the Association of knowledge about International Studies through the charity's research groups, events, publications and information on its website at www.bisa.ac.uk

Equal Opportunities

The trustees and Director are committed to the principles of inclusiveness, tolerance and fairness. BISA is a diverse and inclusive environment and opposes all forms of discrimination. It provides its members with career development and treats all its members on the basis of merit and ability alone. To ensure there is consistency in the Association's approach, BISA created a new officer post of Equality, Diversity and Inclusion Lead in December 2019 and subsequently produced an EDI strategy in 2020. EDI was one of the Chair's key initiatives throughout 2022/23 and continued to be embedded into all areas of the Association during the reporting period.

Activities for the Public Benefit

BISA engages in a wide variety of activities with the aim of promoting the understanding and development of International Studies to the wider community. Most of our activities are open to both members and non-members. The Association produces a number of publications, organises a large number of events – both virtual and face-to-face through its working groups, its post-graduate network and independently with a large annual conference (+1000) and several student-led policy events. Further details on all of these are outlined below. The Association also recognizes excellence within the discipline through awards, provides funding opportunities for its members, and encourages networking opportunities.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

1. Publications

The Association produces a number of publications. As well as two very well-regarded journals and a book series, BISA produces a monthly e-newsletter, articles, news stories and blogs written by both members and non-members for its website. It also makes available reports and publications from other organisations such as the AcSS, the British Academy and the Society Publishers' Coalition.

1a *Review of International Studies* (RIS)

RIS is the flagship journal of BISA, published quarterly (plus a special issue) by Cambridge University Press, and is currently on its 48th volume. RIS publishes cutting edge research on International Studies with the aim of initiating or leading contemporary debates in the discipline.

RIS is committed to improving the diversity of its authors, reviewers and editorial board members. In 2021 just under 50% of articles published were authored by women. RIS will continue on this trajectory and improve the proportion of submissions and published articles by authors from underrepresented groups.

The RIS editorial team is appointed by the Executive Committee for a four-year term and reports annually to the BISA Executive, which tracks key performance indicators. 2022-2023 marks the third full year for the editorial team under the editorship of Professor Martin Coward from the University of Manchester. In the summer of 2022, BISA began the search for a new editorial team to take over from January 2024 and were pleased to appoint a new diverse team under the editorship of Professor Andrew Hom from the University of Edinburgh.

Review of International Studies had a 2022 impact factor of 2.906, ranking 28/95 in the IR category as opposed to 22/96 from the previous year.

More detail can be found at: <https://www.cambridge.org/core/journals/review-of-international-studies>

1b *European Journal of International Security* (EJIS)

EJIS was launched in January 2016 and is published three times a year by Cambridge University Press. It is currently on its 6th volume. It seeks to publish theoretical, methodological and empirical papers at the cutting edge of security research.

The EJIS editorial team is appointed for a four-year term in the same manner as RIS and reports annually to the Executive Committee whilst retaining independent editorial control of content. 2022-23 marks the third full year for the editorial team under the editorship of Professors Edward Newman, University of Leeds, Jason Ralph, University of Leeds and Jacqui True, University of Monash. BISA began the search for a new editorial team to take over from January 2024 and was pleased to appoint a new team under the editorship of Professor Andrew Mumford from the University of Nottingham. Professor Mumford will be resigning as a Trustee from this period to avoid any conflict of interest.

EJIS will receive its first Journal Impact Factor score in June 2023.

More detail can be found at: <https://www.cambridge.org/core/journals/european-journal-of-international-security>

1c Cambridge Studies in International Relations

The book series is a joint initiative between BISA and Cambridge University Press. Established in 1985, it publishes three to four books per year. The series now includes over 150 books and publishes the best new scholarship in International Studies, irrespective of subject matter, methodological approach or theoretical perspective.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

More detail can be found at: <https://www.cambridge.org/core/series/cambridge-studies-in-international-relations/AE22F4B38EBA54D9E08E02BD22C39E05>

1d Publications Contract

Journals: BISA has been in contract with Cambridge University Press since 1989. The most recent journal contracts have been from 2006-2011, 2011-2017 and 2016-2022. Towards the end of this contract and during this reporting period, BISA put out the new contract to tender, receiving two bids one of which was with its existing publisher. After a rigorous selection process, CUP was found to have the more competitive offer and the trustees were pleased to appoint CUP for a further 5 years (2023 – 28).

Book Series: BISA has been in contract with CUP since 1985. The most recent book series contract was signed in January 2014 with various appendums renewing the terms of the contract. A new appendum was signed in May 2020 for a further three years until May 2023. It is expected that a new contract under the same terms will be signed at this point.

The BISA Executive Committee and Director are satisfied with BISA's relationship with Cambridge University Press and values the expertise and quality of support CUP gives to the editors and the BISA team and to the publications themselves.

1e Other publications

Following the success of the BISA/PSA 2021 report on career trajectories in IR and politics departments in HE, plans were put in place during 22/23 for a further report on the future of International Relations and Politics in UK higher education institutes. This is scheduled to be implemented in 2023.

2. Events and annual conference.

2a. Working group events

BISA has 31 working groups each of which focuses on a particular area of International Studies. There was one new working group added during the year 2022/23, denoted by a *:

Africa and International Studies
Astropolitics*
British International History
Colonial, Postcolonial & Decolonial
Contemporary Research on International Political Theory
Critical Studies on Terrorism
Emotions in Politics and International Relations
Environment
Ethics and World Politics
European Security
Foreign Policy
Gendering International Relations
Global Health
Global Nuclear Order
Historical Sociology and International Relations
International Law and Politics

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

International Political Economy
International Politics of Migration, Refugees and Diaspora
International Relations as a Social Science
International Studies and Emerging Technologies
International Studies or the Mediterranean, Middle East and Asia
Interpretivism in International Relations
Intervention and Responsibility to Protect
Learning and Teaching
Non- Governmental Organisations
Peacekeeping and Peacebuilding
Political Violence, Conflict and transnational Activism
Post-structural Politics
Russian and Eurasian Security
South East Europe
US Foreign Policy
War Studies

Each working group is led by volunteer conveners elected or appointed from within the BISA and working group membership. Conveners must agree to follow BISA's Code of Conduct, Privacy Standard, and Conflict of Interest Policy, and adhere to strict working group guidance.

Conveners may apply for BISA funding through two funds running since 2021 - a virtual fund and a face to face activity fund. These funds have limited funds assigned to them but are open for applications throughout the year. Applications must give clear outlines of proposed activities accompanied by a proposed budget and must demonstrate how meeting in person is of benefit if applying for the face to face activity fund.

Virtual and face to face events in the form of lectures, roundtables and workshops are open to both members and non-members with the aim of further promoting and developing International Studies research for the public benefit. In 2022/23 81 online and face to face events were put on by the Association.

2b. Postgraduate Network (PGN) events

The PGN is comprised of post graduate and early career research members. At the end of March 2023, there were 573 PGN members which was an increase of 61 from the previous year. This remains the fastest growing area of membership to BISA. The PGN is chaired by a non-voting member of the BISA Executive and elected from within its membership. In 2021/22, Joanna Wilson, a PhD student from the University of Glasgow took on this role.

The PGN conducts five major activities throughout the year as follows

- Meet the Editors
- Meet the Publishers
- Funding Competition
- Annual Conference
- Elections for the following year

In 2022-23, the PGN held a series of professional development events and workshops on topics such as academic vs policy writing, grant applications, navigating conferences and pursuing a career outside academia. They also put on a 'meet the editor's' event and a 1:1 mentoring service during the BISA 2022 conference.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

2c. Annual Conference

BISA held its 46th Annual Conference from 15- 17 June 2022 in Newcastle. This was the largest conference in BISA's history with a record number of registrations and panels. 880 registered participants enjoyed over 200 panels and roundtables over 3 days. These included 2 keynote events, 1 public lecture, 3 sister association panels, 2 meet the editor events, 1 diversity in the profession panel as well as numerous satellite events including a war memorial walk, art installation and 'toon run.' Alongside the academic conference, an exhibitor fair showcases the latest academic publications from the world's leading publishers and think tanks.

We aim to provide a fair and equal opportunity to those presenting their academic research at our conferences. It is also an opportunity to create networking opportunities and promote the understanding and development of the discipline to the wider public. Our conferences are also designed to bring in sufficient income to not only cover costs but to fund further research activities for the following year. This was achieved in 2022-23.

2d. Other

BISA has held a number of other well attended events during this period not covered under conferences or working group events. These raised awareness and interest amongst students, faculty and the wider public and adding to BISA's remit as a public benefit provider.

- professional development events including a day long workshop for PG/ECR colleagues
- a series of Hod meetings with the PSA
- a series of HoR meetings
- a student led NATO model exercise with the FCDO – March 2022
- a student led Climate Change simulation event – March 2022

2e. Future Events

- 47th Annual Conference in Glasgow - 21 - 23 June 2023
- Climate Change Simulation event – Dec 2023
- A student led NATO modelling conference – March 2024

3. Awards and Prizes

Each year the Association awards a range of academic prizes related to outstanding books, PhD dissertations, teaching, learning and career achievements, best journal articles and a distinguished lifetime scholar prize.

These awards are usually presented at the BISA annual conference. In June 2022, the following were awarded prizes.

- The BISA Distinguished Contribution Award 2022 – awarded jointly to Professor Christopher Hill (Cambridge) and Professor Shirin Rai (Warwick)
- The Susan Strange Best Book Prize 2022 – Professor Sumi Madhok (LSE) for *Vernacular Rights Cultures: The Politics of Origins, Human Rights and Gendered Struggles for Justice*
- L.H.M.Ling Outstanding First Book Prize 2022 – Dr Sophie Haspeslagh (American University Cairo AUC) for *Proscribing peace: How listing armed groups as terrorists hurts negotiations*
- The Michael Nicholson Thesis Prize 2022 – Dr Franco Galdini (Manchester) for *The Post-Soviet Space and Uzbekistan in the International Division of Labour: From Transition to Capital Accumulation*

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

- The Review of International Studies Best Article Award 2022- jointly awarded to Thomas Kwasi Tiekou for *The Legon School of International Relations. Vol 47, No 5* and Maria Mälksoo for *Militant memocracy in International Relations: Mnemonical status anxiety and memory laws in Eastern Europe. Vol 47, No 4*
- Award for Distinguished Excellence in Teaching International Studies 2022 jointly awarded to Michelle Bentley, Alex Gilder, Daniela Lai, Nicola Antoniou and Nasir Ali from Royal Holloway, University of London - in collaboration with University of Hargeisa (Somaliland) and Claire Timperley and Kate Schick (Herenga Waka-Victoria University of Wellington)
- Award for Early Career Excellence in Teaching International Studies 2022 – awarded to Dr Pilar Elizalde (LSE)
- Award for Postgraduate Excellence in Teaching International Studies 2022 - awarded to Dr John Wood (Aberystwyth)

All nominations for these awards, with the exception of the Distinguished Contribution Award, are sought from the BISA membership and the academic publishing community and considered by distinguished award committees chaired by a member of the BISA Executive Committee.

4. Funding Opportunities

4a. Founders Fund

This small fund was established some years ago with a donation in memory of Susan Strange, a former BISA Hon Secretary and well respected academic. BISA has continued to allocate to this fund annually whose purpose is to assist PhD students with living costs in the final months of writing up their thesis. In 2022 – 23, the BISA Executive Committee agreed to make £8,000 of funds available for this purpose. 16 grants were approved of £500 each.

4b. Early Career Research Grants

These grants of up to £3,000 each are open to Early Career Researchers working in academic posts to help cover the cost of research expenses. In 2022–23, 3 awards were made.

4c. Learning and Teaching Grants

These grants of up to £3,000 are to conduct a discreet piece of research related to pedagogy/teaching. In 2022- 23, 1 award was made.

5. Research and Impact

BISA continued to work closely throughout 2022-23 with the Academy of Social Sciences (AcSS), ESCR and other social sciences professional associations and learned societies to progress work on equality, diversity and inclusion in research funding.



Professor Ruth Blakeley
BISA CHAIR
June 21 – June 23

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023



Professor Kyle Grayson
BISA CHAIR
June 23 – June 25



Juliet Dryden
BISA DIRECTOR/ CEO

Date: 1 September 2023

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

The financial management of BISA is undertaken by the Chair, the Director and the Treasurer in liaison with other members of the Executive Committee. The Director has operational responsibility to ensure that any financial strategy agreed by the Executive Committee is carried out.

Provision of information to the external examiner

Each of the trustees of the Association (who are also directors of BISA for the purposes of company law) at the time this report was approved has confirmed that:

- There is no relevant audit information of which the company's independent examiner (Critchleys audit) is unaware
- That all steps that ought to have been taken as directors have been carried out and given to the independent examiner

Income from 1 April 2022 to 31 March 2023

Total income during this period income was £381,662 compared to £311,601 in the previous year.

Total expenditure from 1 April 2022 to 31 March 2023 was £399,020 compared to £311,387 in the previous year. This was a net movement of funds of -£17,358 at YE.

See Financial Assessment below for further details.

All trustees gave their time freely and no trustee remuneration was paid in the year. In accordance with BISA's Conflict of Interest policy, trustees are required to withdraw from decisions where a conflict of interest arises.

Reserves and Investment Policy

BISA's reserve and investment policy and the level of reserves are reviewed each year by the Executive Committee having regard to the Charity Commission's publication CC19, 'Charity Reserves: Building Resilience' (January 2016) and a forecast of income and expenditure is prepared for the following year.

The policy ensures that BISA maintains a sufficient level of resources determined as £260,000 in 2022-23 to enable normal operating activities to continue for a period of up to 12 months should a major and unforeseen shortfall in income occur.

The trustees have also committed to ensuring that BISA's funds are used appropriately, lawfully and in accordance with BISA's charitable objectives. The general principle is that funds received as income should be spent within a reasonable period of receipt. The holding of reserves in this context is permitted in order to allow for circumstances that would result in a major loss of income.

Financial Assessment

Current Position and Plans for the Future: After a major system overhaul in 2019-20, BISA has been able to monitor its finances with care and with confidence, something that was not the case prior to 2019.

We have been able to monitor income and expenditure via quarterly management accounts ensuring that costs are kept as close to budget as possible. Despite a deficit of £68,000 being predicted in 2021/22, a profit of £214 was secured at YE. This was due to increased membership and conference income.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

2022/23 predicted a similar deficit of £62,233 but at YE, the audited accounts show a reduced deficit of £-£17,358. This outperforms the budget by £44,875.

Trustees and the Director are fully aware that a similar deficit year on year is not sustainable. They also recognise that there are significant challenges ahead. Not only are there many uncertainties in the research and higher education sectors in the UK but more generally in the economy with increasing inflation and the cost of living crisis. We also face the unknown impact of current proposed changes in relation to academic publication practices and the growth of open access under 'read and publish' deals.

BISA will continue to monitor and engage pro-actively with these developments and work with other stakeholders in order to protect our core mission and our members' interests. We feel confident that our new financial systems, new website overhaul and other initiatives of the past few years will bring benefits to the Association in the long term.

Basis of preparation

This report has been prepared in accordance with the special provisions of Part 2006 15 of the Companies Act relating to small companies and section 162 of the Charities Act 2011.

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2023

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

Signed on behalf of the trustees:



Professor Ruth Blakeley
BISA CHAIR
June 21 – June 23

Approved by the trustees on 1 September 2023

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF BRITISH INTERNATIONAL STUDIES ASSOCIATION**

I report to the Trustees on my examination of the financial statements of British International Studies Association (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Dated: 4/9/2023

BRITISH INTERNATIONAL STUDIES ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds	Unrestricted funds
		2023	2022
	Notes	£	£
<u>Income from:</u>			
Membership subscriptions	3	77,958	68,204
Charitable activities	4	303,704	243,397
Total income		<u>381,662</u>	<u>311,601</u>
<u>Expenditure on:</u>			
Raising funds	5	<u>9,825</u>	<u>8,325</u>
Charitable activities	6	<u>389,195</u>	<u>303,062</u>
Total expenditure		<u>399,020</u>	<u>311,387</u>
Net (expenditure)/income for the year/ Net movement in funds		(17,358)	214
Fund balances at 1 April 2022		<u>391,231</u>	<u>391,015</u>
Fund balances at 31 March 2023		<u><u>373,873</u></u>	<u><u>391,229</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

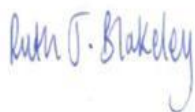
BRITISH INTERNATIONAL STUDIES ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		29		418
Current assets					
Debtors	12	27,151		114,433	
Cash at bank and in hand		598,329		498,272	
		<u>625,480</u>		<u>612,705</u>	
Creditors: amounts falling due within one year	13	<u>(251,636)</u>		<u>(221,894)</u>	
Net current assets			<u>373,844</u>		<u>390,811</u>
Total assets less current liabilities			<u><u>373,873</u></u>		<u><u>391,229</u></u>
Income funds					
Unrestricted funds			<u>373,873</u>		<u>391,229</u>
			<u><u>373,873</u></u>		<u><u>391,229</u></u>

The financial statements were approved by the Trustees on 1 September 2023



Professor Ruth Blakeley - Chair
Trustee

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

British International Studies Association is a Charitable Incorporated Organisation (CIO). The registered office is University Of Birmingham Room 650, 6th Floor, Muirhead Tower, Birmingham, B15 2TT.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees to further any of the Charity's purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

1.4 Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the Charity: it is probable that the economic benefits associated with the transaction will flow to the Charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted. Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the Charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the Charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Equipment	25% reducing balance
-----------	----------------------

1.7 Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.10 Retirement benefits

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

1.11 Limited by guarantee

The Charity is a private limited company by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

Critical judgements

Depreciation

Depreciation of tangible fixed assets is calculated over the useful economic lives of the assets. During the year ended 31 March 2022, depreciation totalled £367.

3 Membership subscriptions

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Subscriptions		
Membership fees	77,958	68,204
	<u>77,958</u>	<u>68,204</u>

4 Charitable activities

	Unrestricted Funds	Unrestricted Funds
	2023	2022
	£	£
CUP - RIS	135,393	141,795
Publications	5,231	1,791
Book Series Royalties	1,082	3,005
Annual Conference	108,425	49,720
Conference Exhibitors	9,250	5,527
Other income	44,323	41,559
	<u>303,704</u>	<u>243,397</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Sister Association Partnerships	5,448	7,236
General expenses	4,377	1,089
	<u>9,825</u>	<u>8,325</u>

6 Charitable activities

	Unrestricted Funds	Unrestricted Funds
	2023	2022
	£	£
Conference	74,724	26,802
Working Groups	13,288	12,834
Publications	53,750	38,250
	<u>141,762</u>	<u>77,886</u>
Share of support costs (see note 7)	237,916	213,086
Share of governance costs (see note 7)	9,517	12,090
	<u>389,195</u>	<u>303,062</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	180,834	-	180,834	175,229	-	175,229
Communications & IT	18,448	-	18,448	12,559	-	12,559
General Office	10,127	-	10,127	6,476	-	6,476
Finance Costs	28,330	-	28,330	14,202	-	14,202
Travel & Subsistence	177	-	177	4,620	-	4,620
Legal and Professional Fees	-	933	933	-	2,672	2,672
Independent Examination Fees	-	3,000	3,000	-	1,500	1,500
Accountancy Fees	-	5,584	5,584	-	7,885	7,885
Other	-	-	-	-	33	33
	<u>237,916</u>	<u>9,517</u>	<u>247,433</u>	<u>213,086</u>	<u>12,090</u>	<u>225,176</u>
Analysed between Charitable activities	<u>237,916</u>	<u>9,517</u>	<u>247,433</u>	<u>213,086</u>	<u>12,090</u>	<u>225,176</u>

8 Trustees

No remuneration or other benefits from employment with the Charity or a related entity were received by the Trustees.

The total amount of employee benefits related to key management personnel is £93,879 (2022: £91,164). The Association considers its key management personnel to comprise the Trustees and the senior management team.

9 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Staff directly paid the Association	<u>4</u>	<u>3</u>
Employment costs	2023	2022
	£	£
Wages and salaries	146,611	146,225
Social security costs	10,688	9,187
Other pension costs	23,535	19,817
	<u>180,834</u>	<u>175,229</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Employees

(Continued)

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
	1	1

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Tangible fixed assets

Equipment
£

Cost

At 1 April 2022

5,665

At 31 March 2023

5,665

Depreciation and impairment

At 1 April 2022

5,636

At 31 March 2023

5,636

Carrying amount

At 31 March 2023

29

At 31 March 2022

418

12 Debtors

Amounts falling due within one year:

	2023 £	2022 £
Trade debtors	1,972	101,139
Prepayments and accrued income	25,179	13,294
	27,151	114,433

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	26,017	29,864
Trade creditors	-	3,790
Credit Card	4,950	1,526
Accruals and deferred income	220,669	186,714
	<u>251,636</u>	<u>221,894</u>

14 Retirement benefit schemes

Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £23,535 (2022 - £19,817).

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

15 Analysis of charitable funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
General funds	391,229	381,662	(399,020)	-	373,871
	<u>391,229</u>	<u>381,662</u>	<u>(399,020)</u>	<u>-</u>	<u>373,871</u>
	<u><u>391,229</u></u>	<u><u>381,662</u></u>	<u><u>(399,020)</u></u>	<u><u>-</u></u>	<u><u>373,871</u></u>

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	391,015	311,601	(311,387)	-	391,229
	<u>391,015</u>	<u>311,601</u>	<u>(311,387)</u>	<u>-</u>	<u>391,229</u>
	<u><u>391,015</u></u>	<u><u>311,601</u></u>	<u><u>(311,387)</u></u>	<u><u>-</u></u>	<u><u>391,229</u></u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fund balances at 31 March 2023 are represented by:		
Tangible assets	29	418
Current assets/(liabilities)	373,844	390,811
	<u>373,873</u>	<u>391,229</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales - Charity number 1151260

Accounts

Company registered number: 08422260
Charity registration number: 1151260

**British International Studies Association
(A Company Limited by Guarantee)**

**Annual Report and Financial Statements
for the year ended 31 March 2022**

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

CONTENTS

FOR THE YEAR ENDED 31 MARCH 2022

Contents	Pages
Legal and administrative information	3-4
Trustees Annual Report (including Director's report)	5-17
Independent Examiners Report	18
Statement of Financial Activities	19
Statement of Financial Position	20
Notes to financial statements	21-30

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2022

Full name: British International Studies Association

Registered company number: 08422260

Registered charity number: 1151260

Trustees:

Professor Mark Webber	Chair	(retired in June 21)
Professor Ruth Blakeley	Vice Chair	(took over as Chair in June 21)
Dr Danielle Beswick	Treasurer	
Professor Kyle Grayson	Secretary	(took over as Vice Chair in June 21)
Dr Elspeth van Veeren		Equality, Diversity and Inclusion Lead
Professor Richard Beardsworth		
Dr Hassan Elbahtimy		
Dr Naomi Head		
Dr Benjamin Kienzle		(retired in June 21)
Professor Vicky Squire		(retired in June 21)
Dr Julia Welland		(retired in June 21)
Professor Ilan Baron	Teaching and Learning Lead	(from June 21)
Dr Nick Caddick		
Dr Toni Hastrup	Secretary	(from June 21)
Dr Georgina Holmes		(from June 21)
Professor Kurt Mills		(from June 21)

Co-opted members

Dr Ross Bellaby	Teaching and Learning Lead	(retired June 21)
Mr Jon Gorrie		
Dr Jenny Medcalf		
Mr Tom Vaughan	(Chair of Postgraduate Network [PGN])	(retired June 21)
Ms Joanna Wilson	(Chair of PGN)	(from June 22)

Director Ms Juliet Dryden

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2022

All the above make up BISA's Executive Committee and are entitled to vote

Key staff:	Juliet Dryden	Director and Company Secretary
	Chrissie Duxson	Communications Manager
	Freya Jones	Administrator

Registered office:	University of Birmingham Room 650, 6th Floor Muirhead Tower Edgbaston Birmingham B15 2TT
---------------------------	---------------------------------------------------------------------------------------------------------

Bankers:	Barclays Birmingham Edgbaston Leicester LE87 2BB
-----------------	-----------------------------------------------------------

Accountants and independent examiner:	Critchleys Audit LLP Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP
----------------------------------------------	----------------------------------------------------------------------------------------

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

Report of the Trustees

The trustees, who act as directors for the purposes of company law, have pleasure in submitting their Annual Report and Financial Statements for the year ended 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' 2019 (FRS102) in preparing the annual report and financial statements of the charity. The following report was approved by the trustees on 12 September 2022.

Legal Status

The British International Studies Association (BISA) is a company limited by guarantee (number 8422260). BISA is also a registered charity (number 1151260) and is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally. The charity is registered for VAT (number 982 6566 71). The members of the Executive Committee of BISA are the trustees of the charity and are personally accountable for the proper management of the Association and its assets. They are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' (FRS 102), form the accounting framework for charities. The current guidance can be found at:
www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

History and Aims

The British International Studies Association was founded in 1974 by an interim committee and is governed under its Articles of Association. In February 2013, a memorandum was added detailing the Association's charitable company status.

The objectives of the Association, primarily 'the advancement of education in international studies and related subjects' are set out clearly in clause 4 of the Articles of Association. The Association aims to represent and support the scholarly community of academics, students and others working in International Studies and related disciplines and is committed to furthering research, knowledge exchange, professional development and learning and teaching.

Membership

BISA membership is open to any member of the public interested in International Studies and related fields and holds particular relevance to those working in higher education institutions in the UK and beyond. BISA also welcomes membership applications from UG and PG students of International Studies and related fields as well as those working in policy, journalism, development and related fields. Student membership does not qualify for voting rights.

BISA introduced both an Institutional and school membership category in 2019. It was hoped that new members would begin to be admitted into these categories in 2021 but this was delayed by the worldwide pandemic and has now been put on a temporary hold while we find the resources to progress.

As of 31 March 2022, the total number of BISA members was 1327, an increase of 140 members since the same time last year when membership figures were 1187. The March 2022 total includes 822 full members (749 in 20-21) and 512 student members (438 in 20-21).

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

BISA has set membership targets at an increase of 10% per year while acknowledging that there are a finite number of potential members. This is estimated at approx. 2000. By the end of March 2022, BISA reached its target increasing membership by 12% over the course of the year. BISA's long term aim is for the majority of UK International Studies academics as well as others working in related fields to be members of the Association.

Communication with Members

The Association communicates regularly with its members as well as the general public. Having invested heavily in a new website, membership database and conference system in 2019 and with the appointment of a full time communications manager in 2019, 2021 – 22 is the second year BISA has been able to roll out its communications strategy through different channels including the website, monthly e-newsletter and through social media including Twitter, Facebook and LinkedIn.

Trustees, Governance and Management

The trustees plus the Director (CEO) and any co-opted members constitute the Executive Committee of BISA who meet four times a year. Due to the lockdown throughout 2020-21, meetings were held virtually and this proved to be a far more inclusive and successful method of meeting. In 21/22 this set up was extended with the committee meeting in May 2021, Sept 2021, Dec 2021 and March 2022.

Under clause 29 of the Articles of Association, the trustees and any officer positions which they hold are elected from amongst the BISA membership. The four officers plus the Director who is a permanent employee make up the core governance team.

Under clause 34 of the Articles of Association, an elected trustee serves for up to two years, the Chair and Vice Chair up to two years and the Secretary and Treasurer up to three years. Appointments commence after the annual conference in June of each year. In June 2021, three trustees retired and four new trustees were elected by the membership including Dr Toni Haastrup who took on the position of Secretary. Professor Ruth Blakeley became Chair and Professor Kyle Grayson become Vice Chair. Professor Ilan Baron took on the role of Learning and Teaching Lead.

The Executive Committee also includes some non-trustee members who are co-opted onto the committee. They are invited to observe and participate in debate in a non-voting role as required. BISA had four co-opted members in 21/22 including Jon Gorrie for his financial expertise, Jenny Medcalf representing the Foreign and Commonwealth Office, Ross Bellaby the Teaching and Learning Lead and Tom Vaughan, the Chair of BISA's Postgraduate Network. The later two resigned in June 2021 and were replaced by Professor Ilan Baron and Ms Joanna Wilson.

Appointments to the elected positions of the Executive Committee is determined through an electronic ballot of all members which is advertised widely. The electronic ballot was conducted as usual in June 2021.

New trustees are sent a welcome pack by the Director, outlining their responsibilities as charity trustees on the commencement of their post. If they have been appointed to a particular position, a description of duties is also included. The Director follows this up with a 1:1 Introductory call.

All trustees who served between April 2021 and March 2022 are listed in the introductory section of this report. No trustee receives any remuneration.

BISA Sub-Committees

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

BISA has traditionally had seven sub-committees who lead on particular aspects of the Association's activities. The membership of sub-committees consists of a Chair and other elected members, with each committee meeting four times during the financial year.

All sub-committees report to the Executive Committee.

The Governance sub-committee considers strategic developments, future challenges, opportunities and risks, elections and key issues arising from the day-to-day running of the Association. This sub-committee is chaired by the Chair of the BISA Executive Committee.

The Finance sub-committee is responsible for the oversight of budgets and the financial management of the Association (including issues relating to the two BISA journals and its book series) in line with good practice and legal requirements. The sub-committee is responsible for ensuring that financial measures are in accordance with the Association's policies and procedures. The sub-committee is chaired by the BISA Treasurer.

The Research and Publications sub-committee is responsible for the oversight and management of the postgraduate network, working groups, research workshops and initiatives, prizes and bursaries and BISA's two journals – *Review of International Studies* (RIS) and the *European Journal of International Security* (EJIS) – as well as the BISA book series published by Cambridge University Press. This sub-committee also considers, in the first instance, proposals for any new BISA publications. The sub-committee is chaired by the BISA Vice Chair

The Learning, Teaching and Outreach sub-committee is responsible for the development, promotion and performance of the Learning and Teaching agenda within BISA and the wider International Studies community. This includes oversight of BISA's L&T Working Groups, ensuring that L&T is represented at BISA research workshops and the annual BISA conference, the awarding of L&T prizes and providing L&T content for the BISA website. The sub-committee considers BISA's outreach agenda looking to work with schools and other educational providers. The sub-committee is chaired by the BISA Learning and Teaching Lead.

The Communications and Engagement sub-committee is responsible for BISA's communications and publicity strategy. This includes the development and ongoing maintenance needs of the Association's website and social media posts. It must ensure that the online 'face' of the Association is current, topical and of benefit and interest to members as well as engaging with the wider community in the promotion of International Studies in line with BISA's public benefit remit. This sub-committee is chaired by the Chair of the BISA Executive Committee.

The Conference sub-committee is responsible for the smooth and successful running of the annual BISA conference, including the selection of papers and panels for the conference, forming new panels from accepted papers and making arrangements for plenary panels and satellite events. It also advises the Executive Committee on potential reforms for future conferences. The sub-committee is chaired by the Conference Programme Chair

The Membership sub-committee is responsible for all matters relating to membership, including recruitment, engagement and retention. New strategies including marketing and communication techniques to facilitate increased membership numbers and diversity are addressed through this sub-committee. The sub-committee is chaired by the Secretary.

Role of the Chair of each sub-committee: The Chair of each sub-committee is appointed by the Chair of the BISA Executive Committee. Each chair provides leadership and ensures the sub-committee's business is conducted in an orderly fashion. The Chair will participate fully during the meetings, ensure all matters are discussed and promote the effective implementation of decisions. The Chair will also regularly review the sub-committee's performance and work with the Executive Committee to manage and renew the sub-committee's membership.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

In June 2021, on the appointment of a new Chair, a review of sub-committees was conducted. The review found that there was increasing overlap of work conducted by sub-committees and the full Executive committee. It was therefore decided to temporarily halt sub-committee meetings until a new system could be implemented.

The role of volunteers

In common with most organisations in the charitable sector, the Association relies heavily on the time and effort of volunteers. These are usually students or academics who have an interest in running the Association's post graduate network, assisting with the organisation of working groups, assisting with the organisation of the annual conference, volunteering on editorial boards of BISA publications, sitting on award committees and other ad hoc work as necessary. All trustees are unpaid volunteers. BISA would not be able to fulfil its charitable activities without the commitment and dedication of these individuals.

Wider Networks

BISA is a learned society member of the Academy of Social Science (AcSS). The Academy offers the Association a very important joint voice with other social science learned societies both within the UK and Europe. BISA is also a member of the Society Publishers' Coalition (SocPC). The Society offers the Association an important joint voice with other learned societies particularly related to open access publication issues. The BISA Director attends meetings of both the AcSS and SocPC as well as meetings at the British Academy, ESRC and AHRC when necessary.

Key partnerships

BISA has no formal partnerships. The closest partner in the United Kingdom in terms of BISA's mission and interests is the Political Studies Association (PSA) and there is much cross over of members who work in Departments of International Relations and Departments of Politics and International Relations throughout the UK and beyond. BISA liaises with the PSA on common areas of concern (including the REF of which there are more details below). In addition, BISA and the PSA held four virtual Heads of Department meetings during 21/22. BISA, the PSA and UACES have also jointly advocated on various issues of professional concern.

BISA's closest international partners are the International Studies Association (ISA), based in the United States, the World International Studies Association (WISC) and the European International Studies Association (EISA). In January 2019 with the introduction of the new Director, priority was given to furthering these partnerships. The Director has attended meetings of these sister associations including their annual conferences. In March 2022, BISA sponsored four panels and roundtables at the ISA in Nashville and plans are underway for a similar arrangements with the EISA furthering our partnerships and cooperation.

Public Benefit

BISA is primarily an educational charity, and in preparing this report, the trustees confirm that they have paid close attention to the Charity Commission's guidance on public benefit, as set out in its publication Charities and Public Benefit: the Charity Commission's general guidance on public benefit (January 2008, amended December 2011 and 2014 - <https://www.gov.uk/guidance/public-benefit-rules-for-charities>) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a) the advancement of education
- b) the advancement of the arts, culture, heritage, or science

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

It also specifies a legal requirement 'that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales'. This is known as the public benefit requirement.

There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits

Principle 2: Benefit must be to the public, or a section of the public

The Association provides a benefit to the public by carrying out the activities listed in this report in accordance with its charitable objective of 'the advancement of education and other purposes as shall be exclusively charitable, including in particular the advancement of education in International Studies and related subjects'.

As with other learned societies, public benefit derives not simply from membership of the Association but from a wider dissemination by the Association of knowledge about International Studies through the charity's research groups, events, publications and information on its website at www.bisa.ac.uk

Equal Opportunities

The trustees and Director are committed to the principles of inclusiveness, tolerance and fairness. BISA is a diverse and inclusive environment and opposes all forms of discrimination. It provides its members with career development and treats all its members on the basis of merit and ability alone. To ensure there is consistency in the Association's approach, BISA revised its Equality and Diversity policy in Nov 2019 and created the new officer post of Equality, Diversity and Inclusion Lead in December 2019. BISA's EDI strategy was launched in 2020 and this has guided the Association throughout 2021-22.

Activities for the Public Benefit

BISA engages in a wide variety of activities with the aim of promoting the understanding and development of International Studies to the wider community. Many of our activities are open to both members and non-members. The Association produces a number of publications, organises a large number of events – both virtual and face-to-face - through its working groups, its post-graduate network and independently with its large annual conference as well as several student-led policy events. Further details on all of these are outlined below. The Association also recognizes excellence within the discipline through awards, provides funding opportunities for its members, and many networking opportunities.

1. Publications

The Association produces a number of publications. As well as two journals and a book series, BISA produces a monthly e-newsletter, articles and news stories written by both members and non-members for its website. It also makes available reports and publications from other organisations such as the AcSS, the British Academy and the Society Publishers' Coalition.

1a *Review of International Studies (RIS)*

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

RIS is the flagship journal of BISA, published quarterly (plus a special issue) by Cambridge University Press, and is currently on its 47th volume. RIS publishes cutting edge research on International Studies with the aim of initiating or leading contemporary debates in the discipline.

RIS is committed to improving the diversity of its authors, reviewers and editorial board members. In 2020 over 50% of articles published were authored by women. RIS will continue on this trajectory and improve the proportion of submissions and published articles by authors from underrepresented groups.

The RIS editorial team is appointed by the Executive Committee for a four-year term and reports annually to the BISA Publications subcommittee, which tracks key performance indicators. 2021-2022 marks the second full year for the editorial team under the editorship of Professor Martin Coward from the University of Manchester.

Review of International Studies had a 2021 impact factor of 2.906, a marginal increase of 0.176 on the previous year, ranking 22/96 in the IR category as opposed to 27/94 from the previous year.

More detail can be found at: <https://www.cambridge.org/core/journals/review-of-international-studies>

1b *European Journal of International Security* (EJIS)

EJIS was launched in January 2016 and is published three times a year by Cambridge University Press. It is currently on its 6th volume. It seeks to publish theoretical, methodological and empirical papers at the cutting edge of security research.

The EJIS editorial team is appointed for a four-year term in the same manner as RIS and reports annually to the Executive Committee whilst retaining independent editorial control of content. 2021-22 marks the second full year for the editorial team under the editorship of Professors Edward Newman, University of Leeds, Jason Ralph, University of Leeds and Jacqui True, University of Monash

EJIS will receive its first Journal Impact Factor score in June 2023. The latest 2021 impact scores were as follows: Journal Citation Indicator (JCI) 1.16 (42/153 in international relations); CiteScore 3.0 (90/608 in political science & IR).

More detail can be found at: <https://www.cambridge.org/core/journals/european-journal-of-international-security>

1c Cambridge Studies in International Relations

The book series is a joint initiative between BISA and Cambridge University Press. Established in 1985, it publishes three to four books per year. The series now includes over 150 books and publishes the best new scholarship in International Studies, irrespective of subject matter, methodological approach or theoretical perspective.

More detail can be found at: <https://www.cambridge.org/core/series/cambridge-studies-in-international-relations/AE22F4B38EBA54D9E08E02BD22C39E05>

1d Publications Contract

Journals: BISA has been in contract with Cambridge University Press since 1989. The most recent journal contracts have been from 2006-2011, 2011-2017 and 2016-2022 (7 years).

With the current contact coming to an end on 31 Dec 2022, a call for tender was put out by the Association in the autumn of 2021. Cambridge University Press were selected to continue as BISA's publishers and a new contract has been put in place from 1 Jan 2023 for five years with a 12 month notice period.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

Book Series: BISA has been in contract with CUP since 1985. The most recent book series contract was signed in January 2014 with various appendums renewing the terms of the contract. A new appendum was signed in May 2020 for a further three years.

The BISA Executive Committee is satisfied with BISA's relationship with Cambridge University Press and values the expertise and quality of support CUP gives to the editors and the Director and to the publications themselves.

1e Other publications

BISA has jointly commissioned, with the PSA, a piece of research on career trajectories in the IR and politics departments in HE. This was published in June 2021 and was very well received. It has provided robust empirical evidence to support anecdotal data indicating that there are fewer women and ethnic minority colleagues in senior academic roles (professors, readers, senior lecturers, heads of school and department) in our discipline. This report has catalysed ongoing work by BISA to address the root causes of these imbalances.

2. Events and annual conference.

2a. Working group events

BISA has 31 working groups each of which focuses on a particular area of International Studies. There were two new working groups added during the year 2021/22 (denoted by a (*)) and one working group which was disbanded (**) bringing the total number of working groups to 31 as follows:

Africa and International Studies
British International History
Colonial, Postcolonial & Decolonial
Contemporary Research on International Political Theory
Critical Studies on Terrorism
Emotions in Politics and International Relations
Environment
Ethics and World Politics
European Security
Foreign Policy
Gendering International Relations
Global Health
Global Nuclear Order
Historical Sociology and International Relations
International Law and Politics
International Political Economy
International Politics of Migration, Refugees and Diaspora
International Relations as a Social Science
International Studies and Emerging Technologies*
International Studies of the Mediterranean, Middle East and Asia
Interpretivism in International Relations
Intervention and Responsibility to Protect
Learning and Teaching
Non- Governmental Organisations
Peacekeeping and Peacebuilding
Political Violence, Conflict and transnational Activism*

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

Post-structural Politics
Religion and International Studies **
Russian and Eurasian Security
South East Europe
US Foreign Policy
War Studies

Each working group is led by volunteer convenors elected or appointed from within the BISA and working group membership. Convenors must agree to follow BISA's Code of Conduct, Privacy Standard, policies on Conflict of Interest and Equality and Diversity, and adhere to strict working group guidance.

Convenors may apply for BISA funding through two funds set up in during 2021. They are a virtual fund and a face to face activity fund. These funds have limited funds assigned to them but are open for applications throughout the year. Applications must give clear outlines of proposed activities accompanied by a proposed budget and must demonstrate how meeting in person is of benefit if applying for the face to face activity fund.

Virtual and face to face events in the form of lectures, roundtables and workshops are open to both members and non-members with the aim of further promoting and developing International Studies research for the public benefit.

2b. Postgraduate Network (PGN) events

The PGN is comprised of post graduate and early career research members. At the end of March 2022, there were 512 PGN members an increase of 74 from the previous year. The PGN is chaired by a non-voting member of the BISA Executive and elected from within its membership. In 2021, Joanna Wilson, a PhD student from the University of Glasgow took on this role.

The PGN conducts five major activities throughout the year as follows

- Meet the Editors
- Meet the Publishers
- Funding Competition
- Annual Conference
- Elections for the following year

In 2020-21, the PGN held a series of professional development events and workshops throughout the year on topics such as academic vs policy writing, grant application, navigating conferences and pursuing a career outside academia.

During the BISA annual conference, the PGN organised two virtual meet the editors events both of which were very well attended.

2c. Annual Conference

BISA held its 45th Annual Conference from 21- 23 June 2021 virtually for the first time. There were 12 simultaneous rooms with 5 time slots over 3 days. There were just under 600 registered participants from 43 countries. Panels and roundtables included 3 keynote events, 3 sister association panels, 2 meet the editor events, 1 widening participation panel and 3 free think tank panels open to the general public.

Our goals for the Annual Conference are to provide fair and equal opportunities for all members to present their academic research, create networking opportunities and to ensure the conference brings in sufficient income to fund further research activities for the following year. This was achieved in 2020-21.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

2d. Other

BISA has held a number of other well attended virtual events during 21/22, the first two of which raised awareness and interest in the US elections and NATO amongst students, faculty and the wider public and added to BISA's remit as a public benefit provider.

- a series of UG seminars
- professional development events
- a series of Hod meetings with the PSA
- a student led Climate Change simulation event – March 2021

2e. Future Events

- 46th Annual Conference in Newcastle - 15-17 June 2022
- a student led NATO modelling conference – March 2023
- 47th Annual Conference in Glasgow - 21 – 23 June 2023

3. Awards and Prizes

Each year the Association awards a range of academic prizes related to outstanding books, PhD dissertations, teaching, learning and career achievements, best journal articles and a distinguished lifetime scholar prize.

These awards are usually presented at the BISA annual conference. As the 2020 conference was cancelled it was agreed that the presentation of the 2020 awards would be done in conjunction with the 2021 winners at a virtual prize giving. They were as follows:

The BISA Distinguished Contribution Award 2020 – awarded to Professor Margot Light
The BISA Distinguished Contribution Award 2021 – jointly awarded to Professors Jenny Edkins and Rosemary Hollis
The Strange Best Book Prize 2020 – Dr Rauna Kuokkanen
The Strange Best Book Prize 2021 – Dr Nicola Pratt
L.H.M.Ling Outstanding First Book Prize 2020 – Becky Alexis-Martin
L.H.M.Ling Outstanding First Book Prize 2021 – Nivi Manchanda
The Michael Nicholson Thesis Prize 2020 – Aiko Holvikivi
The Michael Nicholson Thesis Prize 2021 – Margot Tudor
The Review of International Studies Best Article Award 2020 – Benjamin Meiches
The Review of International Studies Best Article Award 2021 – José Ciro Martínez
Postgraduate Excellence in Teaching International Studies 2020 – Anna Kruglova
Postgraduate Excellence in Teaching International Studies 2021 – award furloughed due to covid

All nominations for these awards, with the exception of the Distinguished Contribution Award, are sought from the BISA membership and the academic publishing community and considered by the Research and Learning and Teaching sub-committees.

4. Funding Opportunities

4a. Founders Fund

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

This small fund was established with a donation in memory of Susan Strange, a former BISA Hon Secretary and well respected academic. BISA has continued to allocate £3,000 to this fund annually whose purpose is to assist PhD students with living costs in the final months of writing up their thesis. In 2020-21 in recognition of the hardship experienced by PhD students during the pandemic, the BISA Executive Committee agreed to quadruple the amount of funds available to £12,000 and this continued in 21 – 22.

4b. Early Career Research Grants

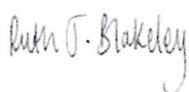
These grants of up to £3,000 are open to Early Career Researchers working in academic posts to help cover the cost of research expenses. Due to the pandemic these awards were temporarily suspended in 2020-21.

4c. Learning and Teaching Grants

These grants of up to £3,000 are to conduct a discreet piece of research related to pedagogy/teaching. Due to the pandemic these grants were temporarily suspended in 2020-21.

5. Research and Impact

The joint BISA-PSA Research Excellence Framework (REF) working group led by Professor Martin Lodge of the London School of Economics and Political Science continued with its work in 2020-21 to help keep members informed of REF developments and to ensure representation of academics across the disciplines of Politics and International Studies in the nomination and selection of members of the assessment sub-panel. This included a process of nominating additional potential academic and research user members of the International Studies and Politics sub-panel between January and March 2020, a number of whom were appointed by Research England in advance of the commencement of the evaluation exercise, which commenced in March 2021 following the submission deadline for universities.



Professor Ruth Blakeley
BISA CHAIR
June 21 – June 23

Date 12 September 2022

Juliet Dryden
BISA DIRECTOR
From Jan 2019



Date 12 September 2022

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

The financial management of BISA is undertaken by the Chair, the Director and the Treasurer in liaison with other members of the Executive Committee. The Director has operational responsibility to ensure that any financial strategy agreed by the Executive Committee is carried out.

Provision of information to the external examiner

Each of the trustees of the Association (who are also directors of BISA for the purposes of company law) at the time this report was approved has confirmed that:

- There is no relevant audit information of which the company's independent examiner (Critchleys audit) is unaware
- That all steps that ought to have been taken as directors have been carried out and given to the independent examiner

Income from 1 April 2021 to 31 March 2022

Total income during this period income was £311,601.40 compared to £276,078 in the previous year.

Total expenditure from 1 April 2021 to 31 March 2022 was £311,387 compared to £285,990 in the previous year. With Irrecoverable VAT added on this led to a profit of £214.00 by YE.

See Financial Assessment below for further details..

All trustees gave their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related transactions are disclosed in note 15 in the accounts.

In accordance with BISA's Conflict of Interest policy, trustees are required to withdraw from decisions where a conflict of interest arises.

Reserves and Investment Policy

BISA's reserve and investment policy and the level of reserves are reviewed each year by the Executive Committee having regard to the Charity Commission's publication CC19, 'Charity Reserves: Building Resilience (January 2016) and a forecast of income and expenditure is prepared for the following year.

The policy ensures that BISA maintains a sufficient level of resources determined as £260,000 in 2021-22 to enable normal operating activities to continue for a period of up to 12 months should a major and unforeseen shortfall in income occur.

The trustees have also committed to ensuring that BISA's funds are used appropriately, lawfully and in accordance with BISA's charitable objectives. The general principle is that funds received as income should be spent within a reasonable period of receipt. The holding of reserves in this context is permitted in order to allow for circumstances that would result in a major loss of income.

Financial Assessment

Current Position and Plans for the Future: After a major financial systems overhaul in 2019-20, BISA has been in a good position since April 2020 to monitor finances carefully and accurately.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

It was expected that the resumption of activities in 2021/22 after the pandemic would lead to a deficit of £68,000. In fact with careful financial management, BISA ended its YE accounts in 2022 with a surplus of £214.00. This was due to increased membership income totaling £68,204, some extra income made at the 2021 virtual conference and tight expenditure control in other areas.

However, trustees recognise that there are significant challenges ahead. Not only are there many uncertainties in the research and higher education sectors in the UK but more generally in the economy with increasing high inflation and the cost of living crisis. We also face the unknown impact of current proposed changes in relation to academic publication practices and the growth of open access under 'read and publish' deals.

BISA will continue to monitor and engage pro-actively with these developments and work with other stakeholders in order to protect our core mission and our members' interests. We feel confident that our new financial systems, new website overhaul and other initiatives of the past few years will bring benefits to the Association in the long term.

Basis of preparation

This report has been prepared in accordance with the special provisions of Part 2006 15 of the Companies Act relating to small companies and section 162 of the Charities Act 2011.

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2022

- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

Signed on behalf of the trustees:



Dr Danielle Beswick
BISA TREASURER

Approved by the trustees on 12 September 2022

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BRITISH INTERNATIONAL STUDIES ASSOCIATION

I report to the Trustees on my examination of the financial statements of British International Studies Association (the Charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Robert Kirtland FCA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Dated: 12.09.2022

BRITISH INTERNATIONAL STUDIES ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income from:			
Membership subscriptions	3	68,204	44,507
Charitable activities	4	243,397	231,571
Total income		<u>311,601</u>	<u>276,078</u>
Expenditure on:			
Raising funds	5	<u>8,325</u>	<u>360</u>
Charitable activities	6	<u>303,062</u>	<u>285,630</u>
Total expenditure		<u>311,387</u>	<u>285,990</u>
Net income/(expenditure) for the year/ Net movement in funds		214	(9,912)
Fund balances at 1 April 2021		<u>391,015</u>	<u>400,927</u>
Fund balances at 31 March 2022		<u><u>391,229</u></u>	<u><u>391,015</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		418		785
Current assets					
Debtors	11	114,433		21,392	
Cash at bank and in hand		498,272		523,733	
		<u>612,705</u>		<u>545,125</u>	
Creditors: amounts falling due within one year	12	<u>(221,894)</u>		<u>(154,895)</u>	
Net current assets			<u>390,811</u>		<u>390,230</u>
Total assets less current liabilities			<u><u>391,229</u></u>		<u><u>391,015</u></u>
Income funds					
Unrestricted funds			<u>391,229</u>		<u>391,015</u>
			<u><u>391,229</u></u>		<u><u>391,015</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 12 September 2022.



BISA Treasurer/Trustee Jan 19 – Jun 22

Company registration number 08422260

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

British International Studies Association is a private company limited by guarantee incorporated in England and Wales. The registered office is University Of Birmingham Room 650, 6th Floor, Muirhead Tower, Birmingham, B15 2TT.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees to further any of the Charity's purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

1.4 Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the Charity: it is probable that the economic benefits associated with the transaction will flow to the Charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted. Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the Charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the Charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Equipment	25% reducing balance
-----------	----------------------

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

1.7 Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.10 Retirement benefits

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

1.11 Limited by guarantee

The Charity is a private limited company by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

Critical judgements

Depreciation

Depreciation of tangible fixed assets is calculated over the useful economic lives of the assets. During the year ended 31 March 2022, depreciation totalled £367.

3 Membership subscriptions

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Subscriptions		
Membership fees	68,204	44,507

4 Charitable activities

	Unrestricted Funds	Unrestricted Funds
	2022	2021
	£	£
CUP - RIS	141,795	164,489
Publications	1,791	1,584
Book Series Royalties	3,005	5,812
Annual Conference	49,720	-
Conference Exhibitors	5,527	-
Other income	41,559	59,686
	<u>243,397</u>	<u>231,571</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Sister Association Partnerships	7,236	-
General expenses	1,089	360
	<u>8,325</u>	<u>360</u>

6 Charitable activities

	Unrestricted Funds	Unrestricted Funds
	2022	2021
	£	£
Conference	26,802	15,677
Working Groups	12,834	11,995
Project & Research	-	1,164
Publications	38,250	47,746
	<u>77,886</u>	<u>76,582</u>
Share of support costs (see note 7)	213,086	191,301
Share of governance costs (see note 7)	12,090	17,747
	<u>303,062</u>	<u>285,630</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	175,229	-	175,229	166,704	-	166,704
Communications & IT	12,559	-	12,559	15,929	-	15,929
General Office	6,476	-	6,476	6,060	-	6,060
Finance Costs	14,202	-	14,202	2,608	-	2,608
Travel & Subsistence	4,620	-	4,620	-	-	-
Legal and Professional Fees	-	2,672	2,672	-	6,885	6,885
Independent Examination Fees	-	1,500	1,500	-	1,500	1,500
Accountancy Fees	-	7,885	7,885	-	6,652	6,652
Other	-	33	33	-	2,710	2,710
	<u>213,086</u>	<u>12,090</u>	<u>225,176</u>	<u>191,301</u>	<u>17,747</u>	<u>209,048</u>
Analysed between Charitable activities	<u>213,086</u>	<u>12,090</u>	<u>225,176</u>	<u>191,301</u>	<u>17,747</u>	<u>209,048</u>

8 Trustees

No remuneration or other benefits from employment with the Charity or a related entity were received by the Trustees.

The total amount of employee benefits related to key management personnel is £91,164 (2021 - £88,142). The Association considers its key management personnel to comprise the Trustees and the senior management team.

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Staff directly paid the Association	<u>3</u>	<u>2</u>
Employment costs	2022	2021
	£	£
Wages and salaries	146,225	140,195
Social security costs	9,187	8,516
Other pension costs	19,817	17,993
	<u>175,229</u>	<u>166,704</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9	Employees		(Continued)
	The number of employees whose annual remuneration was more than £60,000 is as follows:		
		2022	2021
		Number	Number
		1	-
		<u> </u>	<u> </u>
10	Tangible fixed assets		
			Equipment
			£
	Cost		
	At 1 April 2021		5,665
	At 31 March 2022		<u>5,665</u>
	Depreciation and impairment		
	At 1 April 2021		4,880
	Depreciation charged in the year		367
	At 31 March 2022		<u>5,247</u>
	Carrying amount		
	At 31 March 2022		<u>418</u>
	At 31 March 2021		<u>785</u>
11	Debtors		
		2022	2021
	Amounts falling due within one year:	£	£
	Trade debtors	101,139	4,518
	Prepayments and accrued income	13,294	16,874
		<u>114,433</u>	<u>21,392</u>
12	Creditors: amounts falling due within one year		
		2022	2021
		£	£
	Other taxation and social security	29,864	34,903
	Trade creditors	3,790	3,613
	Credit Card	1,526	368
	Accruals and deferred income	186,714	116,011
		<u>221,894</u>	<u>154,895</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Retirement benefit schemes

Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £19,817 (2021 - £17,993).

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Analysis of charitable funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
General funds	391,015	311,601	(311,387)	-	391,229
	<u>391,015</u>	<u>311,601</u>	<u>(311,387)</u>	<u>-</u>	<u>391,229</u>
	<u><u>391,015</u></u>	<u><u>311,601</u></u>	<u><u>(311,387)</u></u>	<u><u>-</u></u>	<u><u>391,229</u></u>

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	400,927	276,078	(285,990)	-	391,015
	<u>400,927</u>	<u>276,078</u>	<u>(285,990)</u>	<u>-</u>	<u>391,015</u>
	<u><u>400,927</u></u>	<u><u>276,078</u></u>	<u><u>(285,990)</u></u>	<u><u>-</u></u>	<u><u>391,015</u></u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

15 Analysis of net assets between funds

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Fund balances at 31 March 2022 are represented by:		
Tangible assets	418	785
Current assets/(liabilities)	390,811	390,230
	<u>391,229</u>	<u>391,015</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

THE BRITISH INTERNATIONAL STUDIES ASSOCIATION

England & Wales - Charity number 1151260

Accounts

Company registered number: 08422260
Charity registration number: 1151260

**British International Studies Association
(A Company Limited by Guarantee)**

**Annual Report and Financial Statements
for the year ended 31 March 2021**

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

CONTENTS

FOR THE YEAR ENDED 31 MARCH 2021

Contents	Pages
Legal and administrative information	3 – 4
Trustees Annual Report (including Director’s report)	5 – 15
Statement of Trustees Responsibilities	16 – 18
Independent Examiners Report	19
Statement of Financial Activities	20
Statement of Financial Position	21
Notes to financial statements	22– 32

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2021

Full name: British International Studies Association

Registered company number: 08422260

Registered charity number: 1151260

Trustees:

Professor Mark Webber	Chair
Professor Ruth Blakeley	Vice Chair
Dr Danielle Beswick	Treasurer
Professor Kyle Grayson	Secretary
Dr Elspeth van Veeren	Equality, Diversity and Inclusion Lead
Professor Richard Beardsworth	
Dr Hassan Elbahtimy	
Dr Naomi Head	
Dr Benjamin Kienzle	
Professor Vicky Squire	
Dr Julia Welland	

Co- opted members

Dr Ross Bellaby	Teaching and Learning Lead
Mr Jon Gorrie	
Dr Jenny Medcalf	
Mr Tom Vaughan (Chair of Postgraduate Network [PGN])	

Director Ms Juliet Dryden

All the above make up BISA's Executive Committee and are entitled to vote

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2021

Key staff:	Juliet Dryden	Director and Company Secretary
	Dee Pettifer/Freya Jones	Administrator
	Chrissie Duxson	Communications Manager
	Bella Clark/ Eddie Cohen	Virtual Event Assistant
Registered office:	University of Birmingham Room 650, 6th Floor Muirhead Tower Edgbaston Birmingham B15 2TT	
Bankers:	Barclays Birmingham Edgbaston Leicester LE87 2BB	
	TSB Bank Plc PO Box 373 Leeds LS14 9GQ	
Accountants and independent examiner:	Critchleys Audit LLP Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP	

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

Report of the Trustees

The trustees, who act as directors for the purposes of company law, have pleasure in submitting their Annual Report and Financial Statements for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' 2015 (FRS102) in preparing the annual report and financial statements of the charity. The following report was approved by the trustees on 1 October 2021.

Legal Status

The British International Studies Association (BISA) is a company limited by guarantee (number 8422260). BISA is also a registered charity (number 1151260) and is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally. The charity is registered for VAT (number 982 6566 71). The members of the Executive Committee of BISA are the trustees of the charity and are personally accountable for the proper management of the Association and its assets. They are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' (FRS 102), form the accounting framework for charities.

The current guidance can be found at:

www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

History and Aims

The British International Studies Association was founded in 1974 by an interim committee and is governed under its Articles of Association. In February 2013, a memorandum was added detailing the Association's charitable company status.

The objectives of the Association, primarily 'the advancement of education in international studies and related subjects' are set out clearly in clause 4 of the Articles of Association. The Association aims to represent and support the scholarly community of academics, students and others working in International Studies and related disciplines and is committed to furthering research, knowledge exchange, professional development and learning and teaching.

Membership

BISA membership is open to any member of the public interested in International Studies and related fields and holds particular relevance to those working in higher education institutions in the UK and beyond. BISA also welcomes membership applications from UG and PG students of International Studies and related fields as well as those working in policy, journalism, development and related fields. Student membership does not qualify for voting rights.

BISA introduced both an Institutional and school membership category in 2019. It was hoped that new members would begin to be admitted into these categories in 2021 but this had been delayed with the worldwide pandemic.

As of 31 March 2021, the total number of BISA members was 1187 an increase of 241 members since the same time last year when membership figures hovered at the 940 mark. The March 2021 total includes 749 full members and 438 student members. These compare to March 2020 figures of 578 full members and 368 student members. After a significant drop in membership in the months after the pandemic's emergence and cancellation of the 2020 conference, a membership strategy was rolled out made significantly easier to implement with the recent

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

development of a new database system installed in early 2020. Our aim was to get back to March 2020 membership levels of 940 members plus an annual 10% increase. By March 2021 this was achieved with well over 20% increase.. BISA's long term aim is for the majority of UK International Studies academics as well as others working in related fields to be members of our Association.

Communication with Members

The Association communicates regularly with its members as well as the general public. Having invested heavily in a new website, membership database and conference system in 2019 and with the appointment of a full time communications manager, 2020 – 21 has been the first year BISA has been able to roll out its communications agenda. This proved of vital importance during the pandemic and subsequent lockdown – a time when it was essential to communicate with members through the website, monthly e-newsletter and through social media including Twitter, Facebook and LinkedIn.

Trustees, Governance and Management

The trustees plus the Director (CEO) and any co-opted members constitute the Executive Committee of BISA who meet four times a year. Due to the lockdown throughout 2020-21, meetings were held virtually in May 2020, Sept 2020, Dec 2020 and Feb 2021.

Under clause 29 of the Articles of Association, the trustees and any officer positions which they hold are elected from amongst the BISA membership. The four officers plus the Director who is a permanent employee make up the core governance team.

Under clause 34 of the Articles of Association, an elected trustee serves for up to two years, the Chair and Vice Chair up to two years and the Secretary and Treasurer up to three years – all commencing on 1st January after their appointments. Due to the pandemic, the Executive Committee agreed to change the date of commencement for all trustees to 1st June in any given year. This required departing trustees to stay on for an additional 6 months which they did so willingly.

The Executive Committee also includes some non-trustee members who are co-opted onto the committee. They are invited to observe and participate in debate in a non-voting role as required. BISA currently has four co-opted members including Dr Ross Bellaby who acts as the Learning and Teaching Lead, Jon Gorrie for his financial expertise, Jenny Medcalf representing the Foreign and Commonwealth Office and Tom Vaughan, the Chair of BISA's Postgraduate Network.

Appointments to the elected positions of the Executive Committee is determined through an electronic ballot of all members which is advertised widely. The electronic ballot of Dec 2020 was delayed with trustee and member permission to June 2021.

New trustees are sent a welcome pack by the Director, outlining their responsibilities as charity trustees on the commencement of their post. If they have been appointed to a particular position, a description of duties is also included. The Director follows this up with a 1:1 Introductory and welcome call.

All the trustees who served between April 2020 and March 2021 are listed in the introductory section of this report. No trustee receives any remuneration.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

BISA Sub-Committees

BISA has seven sub-committees who lead on particular aspects of the Association's activities. The membership of sub-committees consists of a Chair and other elected members, with each committee meeting four times during the financial year.

All sub-committees report to the Executive Committee.

The Governance sub-committee considers strategic developments, future challenges, opportunities and risks, elections and key issues arising from the day-to-day running of the Association. This sub-committee is chaired by the Chair of the BISA Executive Committee.

The Finance sub-committee is responsible for the oversight of budgets and the financial management of the Association (including issues relating to the two BISA journals and its book series) in line with good practice and legal requirements. The sub-committee is responsible for ensuring that financial measures are in accordance with the Association's policies and procedures. The sub-committee is chaired by the BISA Treasurer.

The Research and Publications sub-committee is responsible for the oversight and management of the postgraduate network, working groups, research workshops and initiatives, prizes and bursaries and BISA's two journals – *Review of International Studies* (RIS) and the *European Journal of International Security* (EJIS) – as well as the BISA book series published by Cambridge University Press. This sub-committee also considers, in the first instance, proposals for any new BISA publications. The sub-committee is chaired by the BISA Vice Chair

The Learning, Teaching and Outreach sub-committee is responsible for the development, promotion and performance of the Learning and Teaching agenda within BISA and the wider International Studies community. This includes oversight of BISA's L&T Working Groups, ensuring that L&T is represented at BISA research workshops and the annual BISA conference, the awarding of L&T prizes and providing L&T content for the BISA website. The sub-committee considers BISA's outreach agenda looking to work with schools and other educational providers. The sub-committee is chaired by the BISA Learning and Teaching Lead.

The Communications and Engagement sub-committee is responsible for BISA's communications and publicity strategy. This includes the development and ongoing maintenance needs of the Association's website and social media posts. It must ensure that the online 'face' of the Association is current, topical and of benefit and interest to members as well as engaging with the wider community in the promotion of International Studies in line with BISA's public benefit remit. This sub-committee is chaired by the Chair of the BISA Executive Committee.

The Conference sub-committee is responsible for the smooth and successful running of the annual BISA conference, including the selection of papers and panels for the conference, forming new panels from accepted papers and making arrangements for plenary panels and satellite events. It also advises the Executive Committee on potential reforms for future conferences. The sub-committee is chaired by the Conference Programme Chair

The Membership sub-committee is responsible for all matters relating to membership, including recruitment, engagement and retention. New strategies including marketing and communication techniques to facilitate increased membership numbers and diversity are addressed through this sub-committee. The sub-committee is chaired by the Secretary.

Role of the Chair of each sub-committee: The Chair of each sub-committee is appointed by the Chair of the BISA Executive Committee. Each chair provides leadership and ensures the sub-committee's business is conducted in an orderly fashion. The Chair will participate fully during the meetings, ensure all matters are discussed and promote the

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

effective implementation of decisions. The Chair will also regularly review the sub-committee's performance and work with the Executive Committee to manage and renew the sub-committee's membership.

The role of volunteers

In common with most organisations in the charitable sector, the Association relies heavily on the time and effort of volunteers. These are usually students or academics who have an interest in running the Association's post graduate network, assisting with the organisation of working groups, assisting with the organisation of the annual conference, volunteering on editorial boards of BISA publications and other ad hoc work as necessary. BISA would not be able to fulfil its charitable activities without the commitment and dedication of these individuals.

Wider Networks

BISA is a learned society member of the Academy of Social Science (AcSS). The Academy offers the Association a very important joint voice with other social science learned societies both within the UK and Europe. BISA is also a member of the Society Publishers' Coalition (SocPC). The Society offers the Association an important joint voice with other learned societies particularly related to open access publication issues. The BISA Director attends meetings of both the AcSS and SocPC as well as meetings at the British Academy, ESRC and AHRC when necessary.

Key partnerships

BISA has no formal partnerships. The closest partner in the United Kingdom in terms of BISA's mission and interests is the Political Studies Association (PSA) and there is much cross over of members who work in Departments of International Relations and Departments of Politics and International Relations throughout the UK and beyond. BISA liaises with the PSA on common areas of concern (including the REF of which there are more details below). In addition, BISA and the PSA held four virtual Heads of Department meetings during 2020-21, one Heads of Department conference, and cooperated on a series of L & T virtual events. BISA, the PSA and UACES have also jointly advocated on various issues of professional concern.

BISA's closest international partners are the International Studies Association (ISA), based in the United States, and the European International Studies Association (EISA). In January 2019 with the introduction of the new Director, priority was given to furthering these partnerships. The Director has attended meetings of these sister associations in the past but was unable to meet them face to face during 2020-21 due to the pandemic and resulting travel restrictions. Contact did continue virtually and plans are underway to resume face to face contact and conference attendance in 2021-22.

Public Benefit

BISA is primarily an educational charity, and in preparing this report, the trustees confirm that they have paid close attention to the Charity Commission's guidance on public benefit, as set out in its publication Charities and Public Benefit: the Charity Commission's general guidance on public benefit (January 2008, amended December 2011 and 2014 - <https://www.gov.uk/guidance/public-benefit-rules-for-charities>) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a) the advancement of education
- b) the advancement of the arts, culture, heritage, or science

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

It also specifies a legal requirement 'that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales'. This is known as the public benefit requirement.

There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits

Principle 2: Benefit must be to the public, or a section of the public

The Association has provided a benefit to the public by carrying out the activities listed in this report in accordance with its charitable objective of 'the advancement of education and other purposes as shall be exclusively charitable, including in particular the advancement of education in International Studies and related subjects'.

As with other learned societies, public benefit derives not simply from membership of the Association but from a wider dissemination by the Association of knowledge about International Studies through the charity's research groups, events, publications and information on its website at www.bisa.ac.uk

Equal Opportunities

The trustees and Director are committed to the principles of inclusiveness, tolerance and fairness. BISA is a diverse and inclusive environment and opposes all forms of discrimination. It provides its members with career development and treats all its members on the basis of merit and ability alone. To ensure there is consistency in the Association's approach, BISA revised its Equality and Diversity policy in Nov 2019 and created the new officer post of Equality, Diversity and Inclusion Lead in December 2019. During 2002-21, the EDI lead wrote an EDI strategy which will guide the Association through out 2020-21 in best practice in this regard.

Activities for the Public Benefit

BISA engages in a wide variety of activities with the aim of promoting the understanding and development of International Studies to the wider community. Many of our activities are open to both members and non-members. The Association produces a number of publications, organises a large number of events – mostly virtual in 2020-21 – through its working groups, its post-graduate network and independently with its large annual conference and a new annual student-led policy event. Further details on all of these are outlined below. The Association also recognizes excellence within the discipline through awards, provides funding opportunities for its members, and many networking opportunities.

1. Publications

The Association produces a number of publications. As well as two journals and a book series, BISA produces a monthly e-newsletter, articles and news stories written by both members and non-members for its website. It also makes available reports and publications from other organisations such as the AcSS, the British Academy and the Society Publishers' Coalition.

1a Review of International Studies (RIS)

RIS is the flagship journal of BISA, published quarterly (plus a special issue) by Cambridge University Press, and is currently on its 47th volume. RIS publishes cutting edge research on International Studies with the aim of initiating or leading contemporary debates in the discipline.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

RIS is committed to improving the diversity of its authors, reviewers and editorial board members. In 2019 50% of articles published were authored by women. RIS will continue on this trajectory and improve the proportion of submissions and published articles by authors from underrepresented minority groups.

The RIS editorial team is appointed by the Executive Committee for a four-year term and reports annually to the BISA Publications subcommittee, which tracks key performance indicators. 2020-21 marks the first full year for the new editorial team under the editorship of Professor Martin Coward from the University of Manchester.

Review of International Studies had a 2 year 2020 impact factor of 2.730, a marginal increase of 0.786 on the previous year, ranking 27/94 in the IR category. The 5 Year Impact Factor was 3,480, an increase on the previous year (2326) and ranked 20/94.

More detail can be found at: <https://www.cambridge.org/core/journals/review-of-international-studies>

1b *European Journal of International Security* (EJIS)

EJIS was launched in January 2016 and is published three times a year by Cambridge University Press. It is currently on its 4th volume. It seeks to publish theoretical, methodological and empirical papers at the cutting edge of security research.

The EJIS editorial team is appointed for a four-year term in the same manner as RIS and reports annually to the Executive Committee whilst retaining independent editorial control of content. Again 2020-21 marks the first full year for the new editorial team under the editorship of Professors Edward Newman, University of Leeds, Jason Ralph, University of Leeds and Jacqui True, University of Monash

The European Journal of International Studies is not yet ranked in the impact factor scores. It is included in the Journal Citation Indicator (JCI) with a score of 1.36.

More detail can be found at: <https://www.cambridge.org/core/journals/european-journal-of-international-security>

1c Cambridge Studies in International Relations

The book series is a joint initiative between BISA and Cambridge University Press. Established in 1985, it publishes three to four books per year. The series now includes over 150 books and publishes the best new scholarship in International Studies, irrespective of subject matter, methodological approach or theoretical perspective.

More detail can be found at: <https://www.cambridge.org/core/series/cambridge-studies-in-international-relations/AE22F4B38EBA54D9E08E02BD22C39E05>

1d Publications Contract

Journals: BISA has been in contract with Cambridge University Press since 1989. The most recent journal contracts have been from 2006-2011, 2011-2017 and 2016-2022 (7 years).

From April 2020-March 2021, the contract was in year 4 of a 5 year of agreement. The current contract ends on 31st December 2022 with any notice to be given by 31st Dec 2021.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

Book Series: BISA has been in contract with CUP since 1985. The most recent book series contract was signed in January 2014 with various appendums renewing the terms of the contract. A new appendum is due to be signed in 2020 for a further three years.

The BISA Executive Committee is satisfied with BISA's relationship with Cambridge University Press and values the expertise and quality of support CUP gives to the editors and the Director and to the publications themselves. The contract terms of both journals will come under review in the autumn of 2021 when a tender will be put out.

1e Other publications

BISA has jointly commissioned, with the PSA, a piece of research on career trajectories in the IR and politics departments in HE. This is due for publication in June 2021

2. Events and annual conference.

2a. Working group events

BISA has traditionally provided annual funds to its working groups to carry out activities - <https://www.bisa.ac.uk/members/working-groups>. Each working group focuses on a particular area of International Studies. There were two new working groups added during the 2020/21 year (marked by a *) which brings the total number of working groups to 30 as follows:

Africa and International Studies
British International History
Colonial, Postcolonial & Decolonial
Contemporary Research on International Political Theory
Critical Studies on Terrorism
Emotions in Politics and International Relations
Environment
Ethics and World Politics
European Security
Foreign Policy
Gendering International Relations
Global Health
Global Nuclear Order
Historical Sociology and International Relations
International Law and Politics
International Political Economy
International Politics of Migration, Refugees and Diaspora
International Relations as a Social Science
International Studies or the Mediterranean, Middle East and Asia
Interpretivism in International Relations
Intervention and Responsibility to Protect
Learning and Teaching
Non- Governmental Organisations
Peacekeeping and Peacebuilding
Post-structural Politics
Religion and International Studies *
Russian and Eurasian Security
South East Europe

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

US Foreign Policy
War Studies *

Each working group is led by volunteer convenors elected or appointed from within the BISA and working group membership. Convenors must agree to follow BISA's Code of Conduct, Privacy Standard, policies on Conflict of Interest and Equality and Diversity, and adhere to strict working group guidance.

Convenors may apply to the BISA research committee for BISA funding by submitting a clear outline of proposed activities with budget in January of each year for the following financial year starting in April of each year.

In 2020-21 the BISA Executive Committee agreed to suspend all working group funding in light of the pandemic and subsequent lockdown which prevented face-to-face events taking place. With a strong desire to keep academic engagement going, BISA rolled out an extensive programme of virtual events through a new online event and registration system. Between April 2020 and March 2021, BISA through its working groups put on 105 virtual working group events. Out of 5,500 registrations, just over 3000 attended these events. And over half of BISA's membership attended at least 1 virtual event over the course of the year.

Virtual events in the form of lectures, roundtables and workshops have been open to both members and non-members with the aim of further promoting and developing International Studies research for the public benefit.

2b. Postgraduate Network (PGN) events

The PGN is comprised of post graduate and early career research members. At the end of March 2021, there were 438 PGN members an increase of 76 from the previous year. The PGN is chaired by a non-voting member of the BISA Executive and elected from within its membership. In 2020, Tom Vaughan, a PhD student from the University of Aberystwyth continued for a second year in this role.

The PGN conducts five major activities throughout the year as follows

- Meet the Editors
- Meet the Publishers
- Funding Competition
- Annual Conference
- Elections for the following year

Unfortunately the PGN was not able to hold its traditional face-to-face conference in 2020 due to the pandemic. Instead it held a series of conference related virtual events throughout the year on the following topics.

- Covid 19 and International Studies: Globality redux
- Climate, environment and Anthropocene
- Conflict and security

During the BISA annual conference, the PGN organised two meet the editors events both of which were very well attended.

2c. Annual Conference

BISA held its 45th International Annual Conference from 21- 23 June 2021 virtually for the first time. There were 12 simultaneous rooms with 5 time slots over 3 days. There were just under 600 registered participants from 43

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

countries. Panels and roundtables included 3 keynote events, 3 sister association panels, 2 meet the editor events, 1 widening participation panel and 3 free think tank panels open to the general public.

Our goals for the Annual Conference are to provide fair and equal opportunities for all members to present their academic research, create networking opportunities and to ensure the conference brings in sufficient income to fund further research activities for the following year. This was achieved in 2020-21.

2d. Other

Despite lockdown measures throughout much of 2020-21, BISA has held a number of other well attended virtual events, the first two of which raised awareness and interest in the US elections and NATO amongst students, faculty and the wider public and added to BISA's remit as a public benefit provider.

- a virtual student led US election broadcast
- a NATO modelling conference
- a series of UG seminars
- professional development events
- a series of HoD meetings and a HoD conference in collaboration with PSA

2e. Future Events

Student led NATO event – Dec 2021

HoD conference – Dec 2021

46th Annual Conference in Newcastle - 15-17 June 2022

47th Annual Conference in Reading - June 2023

48th Annual Conference in Glasgow - June 2024

3. Awards and Prizes

Each year the Association awards a range of academic prizes related to outstanding books, PhD dissertations, teaching, learning and career achievements, best journal articles and a distinguished lifetime scholar prize. These awards are usually presented at the BISA annual conference. As the 2020 conference was cancelled, it was agreed that the presentation of the following awards would be delayed until 2021.

The BISA Distinguished Contribution Award – Margot Light

The Strange Best Book Prize – Rauna Kuokkanen

L.H.M.Ling Outstanding First Book Prize – Becky Alexis-Martin

The Michael Nicholson Thesis Prize – Aiko Holvikivi

The Review of International Studies Best Article Award – Benjamin Meiches

Postgraduate Excellence in Teaching International Studies – Anna Kruglova

All nominations for these awards, with the exception of the Distinguished Contribution Award, are sought from the BISA membership and considered by the Research and Learning and Teaching sub-committees.

4. Funding Opportunities

4a. Founders Fund

This small fund was established with a donation in memory of Susan Strange, a former BISA Hon Secretary and well respected academic. BISA has continued to allocate £3,000 to this fund annually whose purpose is to assist PhD

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

students with living costs in the final months of writing up their thesis. In 2020-21 in recognition of the hardship experienced by PhD students during the pandemic, the BISA Executive Committee agreed to quadruple the amount of funds available to £12,000.

4b. Early Career Research Grants

These grants of up to £3,000 are open to Early Career Researchers working in academic posts to help cover the cost of research expenses. Due to the pandemic these awards were temporarily suspended in 2020-21.


4c. Learning and Teaching Grants

These grants of up to £3,000 are to conduct a discreet piece of research related to pedagogy/teaching. Due to the pandemic these grants were temporarily suspended in 2020-21.

5. Research and Impact

The joint BISA-PSA Research Excellence Framework (REF) working group led by Professor Martin Lodge of the London School of Economics and Political Science continued with its work in 2020-21 to help keep members informed of REF developments and to ensure representation of academics across the disciplines of Politics and International Studies in the nomination and selection of members of the assessment sub-panel. This included a process of nominating additional potential academic and research user members of the International Studies and Politics sub-panel between January and March 2020, a number of whom were appointed by Research England in advance of the commencement of the evaluation exercise, which commenced in March 2021 following the submission deadline for universities.

Professor Mark Webber
BISA CHAIR
Jan 2019 – June 2021



Date 15 September 2021

Professor Ruth Blakeley
BISA CHAIR
June 2021 – June 2023



Date: 15 September 2021

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

FOR THE YEAR ENDED 31 MARCH 2021

Juliet Dryden
BISA DIRECTOR
From Jan 2019



Date 15 September 2021

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The financial management of BISA is undertaken by the Chair, the Director and the Treasurer in liaison with other members of the Executive Committee. Reports are prepared for meetings with the BISA Chair and Vice-Chair and with the Executive Committee. The Director has operational responsibility to ensure that any financial strategy agreed by the Executive Committee is carried out.

Provision of information to the external examiner

Each of the trustees of the Association (who are also directors of BISA for the purposes of company law) at the time this report was approved has confirmed that:

- There is no relevant audit information of which the company's independent examiner (Critchleys audit) is unaware
- That all steps that ought to have been taken as directors have been carried out and given to the independent examiner

Income from 1 April 2020 to 31 March 2021

Total income during this period was £276,078 compared to £365,907 in the previous year.

Total expenditure from 1 April 2020 to 31 March 2021 was £285,990 compared to £655,635 in the previous year.

See Financial Assessment below for further details..

All trustees gave their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related transactions are disclosed in note 15 in the accounts.

In accordance with BISA's Conflict of Interest policy, trustees are required to withdraw from decisions where a conflict of interest arises.

Reserves and Investment Policy

BISA's reserve and investment policy and the level of reserves are reviewed each year by the Executive Committee having regard to the Charity Commission's publication CC19, 'Charity Reserves: Building Resilience (January 2016) and a forecast of income and expenditure is prepared for the following year.

The policy ensures that BISA maintains a sufficient level of resources determined as £260,000 in 2020-21 to enable normal operating activities to continue for a period of up to 12 months should a major and unforeseen shortfall in income occur.

The trustees have also committed to ensuring that BISA's funds are used appropriately, lawfully and in accordance with BISA's charitable objectives. The general principle is that funds received as income should be spent within a reasonable period of receipt. The holding of reserves in this context is permitted in order to allow for circumstances that would result in a major loss of income.

Financial Assessment

Current Position and Plans for the Future: After a major financial systems overhaul in 2019-20, BISA was in a good position in April 2020 to monitor finances accurately.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The worldwide pandemic in March 2020 and the subsequent lockdown meant that many of BISA's annual activities were unable to take place. This forced BISA, like so many other associations, to develop new virtual ways of learning and communicating with its membership and the general public resulting in substantial savings.

The 2020-21 figures demonstrate a significant decrease in expenditure resulting in a small shortfall of just under £9,912.00. The decrease in expenditure can largely be attributed to the suspension of working group funding during this period.

It is recognised that there are many challenges ahead. Not only are there many uncertainties in the research and higher education sectors in the UK but more generally in the economy created by Brexit and now the COVID-19 pandemic. We also face the unknown impact of current proposed changes in relation to academic publication practices and the growth of open access.

BISA will continue to monitor and engage pro-actively with these developments and work with other stakeholders in order to protect our core mission and our members' interests. We feel confident that our new financial systems, new website overhaul and other initiatives of the past few years will bring benefits to the Association in the long term.

Basis of preparation

This report has been prepared in accordance with the special provisions of Part 2006 15 of the Companies Act relating to small companies and section 162 of the Charities Act 2011.

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

Signed on behalf of the trustees:



Dr Danielle Beswick
BISA TREASURER

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRITISH INTERNATIONAL STUDIES ASSOCIATION

FOR THE YEAR ENDED 31 MARCH 2021

I report to the charity trustees on my examination of the accounts of the company for the year ended 31/03/2021, which are set out on pages 15 to 27.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's report

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Robert Kirtland FCA BSc (Hons)
Critchleys Audit LLP
Beaver House, 23-38 Hythe Bridge Street, Oxford, OX1 2EP

Date: 21 September 2021

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account)

FOR THE YEAR ENDED 31 MARCH 2021

		2021	2021	2020
	Note	Unrestricted	Total	Total
		Funds	Funds	Funds
		£	£	£
Income from				
Donations and legacies	5	44,507	44,507	42,503
Investments	6	-	-	5,547
Charitable activities	7	231,571	231,571	317,857
Total income		<u>276,078</u>	<u>276,078</u>	<u>365,907</u>
Expenditure on				
Raising funds	8	360	360	13,890
Charitable activities	9	285,630	285,630	641,745
Total expenditure		<u>285,990</u>	<u>285,990</u>	<u>655,635</u>
Net (expenditure)/income		<u>(9,912)</u>	<u>(9,912)</u>	<u>(289,728)</u>
Other recognised gains and losses				
Fair value movements		-	-	-
Net movement in funds		<u>(9,912)</u>	<u>(9,912)</u>	<u>(289,728)</u>
Reconciliation of funds				
Total funds brought forward		<u>400,927</u>	<u>400,927</u>	<u>690,655</u>
Total funds carried forward		<u>391,015</u>	<u>391,015</u>	<u>400,927</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the period are included above.

The notes on pages 21 to 30 form part of these financial statement

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021	2020
		£	£
Fixed assets			
Tangible assets	15	<u>785</u>	<u>1,156</u>
		785	1,156
Current assets			
Debtors	16	21,392	108,500
Cash at bank and in hand	17	<u>523,733</u>	<u>481,672</u>
		545,125	590,172
Creditors: amounts falling due within one year	18	<u>154,895</u>	<u>190,401</u>
Net current assets		<u>390,230</u>	<u>399,771</u>
Total assets less current liabilities		<u>391,015</u>	<u>400,927</u>
Net Assets		<u>391,015</u>	<u>400,927</u>
Funds of the charity			
Unrestricted funds		<u>391,015</u>	<u>400,927</u>
Total funds	20	<u>391,015</u>	<u>400,927</u>

For the year ending 31 March 2021 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime .

These financial statements were approved by the Board of Trustees and authorised for issue on 1 October 2021 and are signed on behalf of the trustees by:

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 MARCH 2021



Dr Danielle Beswick
BISA Treasurer

The notes on pages 23 to 32 form part of these financial statement

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. General Information

The Charity is a public benefit entity and a private company limited by guarantee, registered in Wales & England and a registered charity in England and Wales. The address of the registered office is University of Birmingham, Room 650, 6th Floor, Muirhead Tower, Edgbaston, Birmingham B15 2TT

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of Preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the Charity's ability to continue.

Judgments and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgments, estimates and assumptions that affect the amounts reported. These estimates and judgments are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees to further any of the Charity's purposes

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

3. Accounting policies (continued)

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the Charity: it is probable that the economic benefits associated with the transaction will flow to the Charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted. Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the Charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the Charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	25% reducing balance
-----------	----------------------

Investments

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the Charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the Charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a private limited company by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Subscriptions				
Subscriptions – Membership	44,507	44,507	42,503	42,503
	<u>44,507</u>	<u>44,507</u>	<u>42,503</u>	<u>42,503</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

6. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Other interest receivable	-	-	-	-
Investment income	-	-	5,547	5,547
	<u>-</u>	<u>-</u>	<u>5,547</u>	<u>5,547</u>

7. Income from charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Annual Conference	-	-	129,650	129,650
Conference exhibitors	-	-	5,096	5,096
Book Series Royalties	5,812	5,812	1,500	1,500
Other income	59,686	59,686	16,397	16,397
Publications	1,584	1,584	1,490	1,490
CUP - RIS	164,489	164,489	163,724	163,724
	<u>231,571</u>	<u>231,571</u>	<u>317,857</u>	<u>317,857</u>

8. Expenditure on raising funds

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Strategic planning	-	-	10,761	10,761
General expenses	360	360	3,129	3,129
Portfolio management	-	-	-	-
	<u>360</u>	<u>360</u>	<u>13,890</u>	<u>13,890</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

9. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds (Restated)	Total Funds 2020 (Restated)
	£	£	£	£
Conference	15,677	15,677	125,401	125,401
Working groups	11,995	11,995	51,472	51,472
Project & Research	1,164	1,164	8,080	8,080
Publications	47,746	47,746	13,907	13,907
Support costs	209,048	209,048	442,885	442,885
	<u>285,630</u>	<u>285,630</u>	<u>641,745</u>	<u>641,745</u>

10. Analysis of support costs

	Analysis of support costs	Total 2021	Total 2020
	£	£	£
Staff costs	166,704	166,704	117,932
Communications and IT	15,929	15,929	177,863
General office	6,060	6,060	3,849
Finance costs	2,608	2,608	130,167
Governance costs	17,747	17,747	13,074
	<u>209,048</u>	<u>209,048</u>	<u>442,885</u>

11. Net income

Net income is stated after charging/(crediting):

	2021	202
	£	0
		£
Depreciation of tangible fixed assets	<u>371</u>	<u>348</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

12. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>1,550</u>	<u>11,500</u>

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	140,195	92,463
Employer National Insurance	8,516	10,676
Employer contributions to pension plans	<u>17,993</u>	<u>14,793</u>
	<u>166,704</u>	<u>117,932</u>

The average head count of employees during the year was 2 (2020: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	£	£
Staff indirectly paid by the Association	-	1
Staff directly paid by the Association	<u>2</u>	<u>2</u>
	<u>2</u>	<u>3</u>

14. Trustees' and key management personnel remuneration and expenses

No remuneration or other benefits from employment with the Charity or a related entity were received by the Trustees.

The total amount of employee benefits related to key management personnel is £88,142 (2020 - £83,525). The Association considers its key management personnel to comprise the Trustees and the senior management team.

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

15. Tangible Fixed Assets

	Equipment £	Total £
Cost		
At 1 April 2020	5,665	5,665
Additions	-	-
At 31 March 2021	<u>5,665</u>	<u>5,665</u>
Depreciation		
At 1 April 2020	4,508	4,508
Charge for year	372	372
At 31 March 2021	<u>4,880</u>	<u>4,880</u>
Carrying amount		
At 31 March 2021	<u>785</u>	<u>785</u>
At 31 March 2020	<u>1,157</u>	<u>1,157</u>

16. Debtors

	2021 £	2020 £
Trade debtors	4,518	83,517
Prepayments and accrued income	16,874	24,983
	<u>21,392</u>	<u>108,500</u>

17. Cash and cash equivalents

	2021 £	2020 £
Cash and cash equivalents comprise the following:		
Cash at bank and in hand	523,733	481,194
Cash held within investment portfolio	-	478
	<u>523,733</u>	<u>481,672</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

18. Creditors: amounts falling due within one year

	2021	2020
	£	£
Payments received on accounts	-	-
Credit Card	368	-
Trade creditors	3,613	6,635
Accruals and deferred income	116,011	159,118
Social security and other taxes	34,903	24,648
	<u>154,895</u>	<u>190,401</u>

19. Pension and other post retirement benefits

Defined contribution plans

The amount recognised as an expense in relation to defined benefit contributions plan is £17,993 (2020: £14,793).

20. Analysis of charitable funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	400,927	276,078	(285,990)	-	391,015
	<u>400,927</u>	<u>276,078</u>	<u>(285,990)</u>	<u>-</u>	<u>391,015</u>
	At 1 April 2019 £	Income <i>Restated</i> £	Expenditure <i>Restated</i> £	Transfers £	At 31 March 2020 £
General funds	686,476	365,907	(655,635)	4,179	400,927
Fair value reserve	4,179	-	-	(4,179)	-
	<u>690,655</u>	<u>365,907</u>	<u>(655,635)</u>	<u>-</u>	<u>400,927</u>

BRITISH INTERNATIONAL STUDIES ASSOCIATION (BISA)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

21. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	785	785
Current assets	545,125	545,125
Creditors less than one year	<u>(154,895)</u>	<u>(154,895)</u>
Net assets	<u>391,015</u>	<u>391,015</u>

	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	1,156	1,156
Investments	-	-
Current assets	590,172	590,172
Creditors less than one year	<u>(190,402)</u>	<u>(192,984)</u>
Net assets	<u>400,927</u>	<u>400,927</u>