

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)

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FOR THE YEAR ENDED 31 MARCH 2023

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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)

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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

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TRUSTEES' ANNUAL REPORT (Incorporating Directors' Report)

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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).

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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

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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

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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.

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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.

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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

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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.

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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*

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- The Review of International Studies Best Article Award 2022- jointly awarded to Thomas Kwasi Tieku 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

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Professor Kyle Grayson
BISA CHAIR
June 23 – June 25



Juliet Dryden
BISA DIRECTOR/ CEO

Date: 1 September 2023

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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.

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

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

All income and expenditure derive from continuing activities.

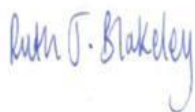
BRITISH INTERNATIONAL STUDIES ASSOCIATION

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			373,844		390,811
Total assets less current liabilities			<u>373,873</u>		<u>391,229</u>
Income funds					
Unrestricted funds			373,873		391,229
			<u>373,873</u>		<u>391,229</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
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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

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
	303,704	243,397

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 Number	2022 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:

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>391,229</u>	<u>381,662</u>	<u>(399,020)</u>	<u>-</u>	<u>373,871</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>391,015</u>	<u>311,601</u>	<u>(311,387)</u>	<u>-</u>	<u>391,229</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).