

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales · Charity number 261926

Details

Other names INSTITUTE OF BIOMEDICAL SCIENCES, I B M S

Status Registered

Legal form Charitable company

Company number [00377268](#)

Registered 1970-12-24

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

Contact

Address Institute Of Biomedical Science
12 Coldbath Square
London
EC1R 5HL

Phone 02077130214

Email mail@ibms.org

Website <http://www.ibms.org>

Activities

Objects: TO PROMOTE THE STUDY AND DEVELOPMENT OF MEDICAL LABORATORY SCIENCES.

Activities: The Institute of Biomedical Science (IBMS) is the professional body for biomedical scientists in the United Kingdom. It aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Other Defined Groups

Geography

- Hong Kong
- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£3,967,982	£4,812,425	£18,001,027	34
2023-12-31	£5,910,276	£5,330,123	£17,801,848	32
2022-12-31	£5,412,474	£4,427,448	£16,755,848	27
2021-12-31	£3,471,258	£3,165,571	£17,081,055	29
2020-12-31	£3,301,929	£2,667,224	£15,812,145	30

Trustees

Name	Role	Appointed
Dr Sarah Jane Pitt	Chair	2021-06-05
Alan Deacon		2023-10-20
Angela Elizabeth Jean-Francois		2021-06-05
Charles Houston		2020-07-24
Daniel David Kearns		2024-01-01
Dr Victoria Bradley		2019-08-13
Jennifer Collins		2021-06-05
Joanna Andrew		2017-06-03
Nicola Rouse		2024-06-15
Nicola Small		2025-06-14
Nigel Coles		2015-06-06
Sheri Scott		2022-06-11
Tahmina Hussain		2021-06-05
Zonya Jeffrey		2020-07-24

Linked charities

- THE SYDNEY MANN MEMORIAL PRIZE FUND (261926-1)
- THE CYRIL SAUNDERS MEMORIAL FUND (261926-2)
- THE SIMS WOODHEAD MEMORIAL PRIZE FUND (261926-3)

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales - Charity number 261926

Accounts

INSTITUTE OF BIOMEDICAL SCIENCE

Company Number 377268

Charity Number 261926

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2024**

**INSTITUTE OF BIOMEDICAL SCIENCE
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FOR THE YEAR ENDED 31 DECEMBER 2024**

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Council Members' Report

The Council members, who are also the trustees, submit their report on the charitable company and its group together with the audited financial statements for the year ended 31 December 2024.

Reference and Administrative Details

LEGAL STATUS

The Institute is a registered charity, number 261926. It is also registered at Companies House, as a company limited by guarantee and having no share capital, number 377268. The liability of its members, in the event of the company winding up, is limited to £1.

COUNCIL MEMBERS

The members of Council, who were the company's directors and trustees of the charity during the year or on the date of approval of this report, were:

Joanna Andrew	Daniel Kearns (appointed 1 January 2024)
Victoria Bradley	Glenn McDowell
Nigel Coles	Colin Mudd (resigned 15 June 2024)
Jennifer Collins	Debra Padgett (resigned 31 December 2024)
Alan Deacon	Sarah Pitt
David Eccleston (resigned 15 June 2024)	Nicola Rouse (appointed 15 June 2024)
Charles Houston	Sheri Scott
Tahmina Hussain	Matthew Smith (resigned 15 June 2024)
Angela Jean-Francois	Andrew Usher
Zonya Jeffrey	Linda Walsh
Azuma Kalu	

Each Council member is also a member of the Institute.

CHIEF EXECUTIVE AND COMPANY SECRETARY

Mr David Wells

REGISTERED OFFICE

12 Coldbath Square, London EC1R 5HL

RELEVANT ORGANISATIONS

Auditors:

HaysMac LLP
10 Queen Street Place
London
EC4R 1AG

Bankers:

National Westminster Bank plc
Regent Street Branch
250 Regent Street
London
W1B 3BN

Investment Advisors:

EPOCH Consulting
Queen Square House
Queen Square Place
Bath
BA1 2LL

Solicitors:

Moore Barlow LLP
The Oriel
Sydenham Road
Guilford
GU1 3SR

Council Members' Report (continued)

Structure, Governance and Management

GOVERNANCE AND INTERNAL CONTROL

The Institute is a company limited by guarantee and a registered charity. Its governing document is the Memorandum and Articles of Association, originally incorporated on 17 November 1942, updated 11 June 2022.

COUNCIL MEMBERS

Council shall be composed of not fewer than twelve and not more than thirty members of the Institute, comprising:

- (i) the President, the Past President, the President Elect and the Treasurer, *ex officio*;
- (ii) not more than twelve persons elected by members of the Institute registered within the regions ("regional members"); and
- (iii) not more than twenty persons elected by the members of the Institute ("national members").

RECRUITMENT AND TRAINING

The election of members of Council in the place of those retiring at any annual general meeting is made by a ballot, where necessary, of those entitled to vote. New members go through an induction process to familiarise them about their responsibilities and duties and periodic training sessions for all trustees are arranged as required.

ORGANISATIONAL MANAGEMENT

Council meets at least quarterly to set overall strategy and policy and review performance.

Each Council member will also be heavily involved in the various standing committees. These committees are set up by Council and are given specific aims. They report back to Council at regular intervals and include:

- The Membership and Marketing Committee which is responsible for the creation and implementation of the Institute's membership and marketing strategies. It is also the reporting committee for the local region and branch network.
- The Education and Professional Standards Committee which is responsible for matters relating to professional standards, education, training and professional development of members working in the profession.
- The Finance, Audit and Risk Committee which is responsible for monitoring the financial performance of the Institute, the performance of the Institute's investments, overseeing the annual audit, ensuring the accounts comply with the relevant accounting standards, the effectiveness of the Institute's risk management processes and making recommendations to Council.
- The Remuneration Committee which is responsible for determining the Institute's remuneration strategy and reviewing the terms and conditions of employment for the Chief Executive.

The Institute has a Chief Executive who is accountable directly to Council. The Institute's staff carry out the detailed day-to-day work on behalf of Council and assist committees as necessary.

RISK MANAGEMENT

Council has considered the major risks to which the Institute is exposed. The categories of risks identified were strategic risks, membership risks, governance risks, financial risks and operational risks. Council agreed that systems and procedures had been implemented to mitigate the risks which were identified.

Council Members' Report (continued)

RISK MANAGEMENT (CONTINUED)

The principal risks identified by the charity are as follows:

Risk	Mitigating actions
Government policy moves away from statutory regulation of the profession and national accreditation of laboratories for the four nations and crown dependencies.	<ul style="list-style-type: none"> Continued engagement with HCPC and UK government to identify ongoing risk. Monitor progress of the review of the GMC register carefully. Regular meetings with HCPC and UKAS to shape future policy developments.
The IT infrastructure and systems become unreliable, vulnerable to attack and out-dated leading to a poor member experience	<ul style="list-style-type: none"> Robust cyber security measures in place Maintenance and support agreements Planned replacement of systems
The net cost of producing the Biomedical Scientist publication cannot be covered by membership subscriptions.	<ul style="list-style-type: none"> Potential print and production cost savings explored.

Public Benefit Statement

Council has complied with the duty in section 17(5) of the Charities Act 2011 and has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and in planning future activities. Council is satisfied that the Institute continues to meet the required public benefit test through its objectives and activities.

The Institute aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety. It does this by:

- Acting as an advocate for the biomedical science community with key stakeholders and policy makers to help ensure the high standards of the profession and patient safety are maintained.
- Developing and maintaining educational qualifications to enhance the skills, knowledge and career development of biomedical scientists within the profession.
- Providing opportunities for biomedical scientists to keep up to date with scientific developments through Institute publications and training events.
- Raising awareness of the importance of biomedical science in the provision of healthcare and the career opportunities in the profession.
- Supporting original research into scientific developments.

Investment Powers, Policy and Performance

The investment powers are governed by the Institute's Memorandum, which permits funds not immediately required for the purposes to be invested as the Council sees fit.

The Council's policy is to achieve an agreed growth target in excess of inflation over the long term. The portfolio as a whole is managed to reduce the risk of negative returns in excess of 20%. Income generated is re-invested to assist with the long-term growth objective.

The Institute invests in companies whose activities are consistent with the charity's values and demonstrate a commitment to stewardship and responsible and sustainable investment. An element of the portfolio is specifically invested in sectors and companies that are aligned with the values and expertise of the charity.

The Council establishes the investment strategy and takes advice from its investment advisors who manage the portfolio on a day to day basis. Performance is monitored by the Finance, Audit and Risk Committee and the period end position is reported in note 7 (a).

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance

As a registered charity, the Institute of Biomedical Science (IBMS) continues to promote and progress the role of biomedical science within healthcare to support the delivery of the best possible service for patient care and safety.

Building upon the successes of 2023, we have achieved significant milestones in 2024 through professional guidance, public engagement, and member support.

Supporting the Profession and Our Members

- **Policy and Advocacy:**
 - Held a drop-in session at Portcullis House to advocate for biomedical science.
 - Arranged a visit for MP Rachel Maskell to York Hospital to demonstrate laboratory contributions to healthcare.
 - Produced an IBMS policy manifesto to advance the profession's goals.
 - Collaborated with other scientific bodies to address changes in immigration policy by writing to the Home Secretary.
 - Sent pre-election briefings to candidates and followed up with congratulatory letters to newly elected MPs, receiving positive engagement.
 - Attended Labour Party conferences in Liverpool and Wales to raise awareness of biomedical science.
- **Member Recognition and Support:**
 - Awarded Life Membership and Honorary Fellowship to deserving candidates at the January Membership and Marketing Committee.
 - Celebrated 50 years of membership by awarding medals to 51 members.
 - Introduced welcome calls for new members, enhancing the onboarding experience.
 - Introduced telephone surveys for members during renewal period.
 - Waived Article Processing Charges (APC) for members publishing in the *British Journal of Biomedical Science (BJBS)*.
- **Publications and Communication:**
 - Achieved an impact factor of 2.7 for the *British Journal of Biomedical Science (BJBS)* and launched a readership survey for the *Biomedical Scientist* magazine.
 - Redesigned the *Biomedical Scientist* magazine based on member feedback.
 - Published 30 articles in *BJBS*, received 160 submissions, and produced five special issues.
- **Events and Celebrations:**
 - Held the first IBMS Awards ceremony.
 - Hosted Biomedical Science Day celebrations at the Imperial War Museum.
 - Supported National Pathology Week, Pride events in London and Cardiff, and National School and College Leavers Festival.
 - Provided public engagement materials and merchandise to over 450 members' events.
- **Training and Education:**
 - Delivered over 50 bespoke face-to-face and online training events on OneFile.
 - Significantly increased the total number of IBMS verifiers (881) and examiners (563) through regular online Training for Trainers events
 - Completed 27 accreditation events of biomedical science degree courses, including courses at five new universities. This covered 56 undergraduate and 21 post graduate programmes
 - Supported 12 degree apprenticeship programmes to map to the new Level 6 Biomedical Scientist standard.
 - Awarded 41 President's Prizes for high academic achievement in accredited undergraduate programs.

Advancing Professional Development

- **Qualifications:**
 - Issued 1,320 Certificates of Competence and 652 specialist portfolios.
 - Supported 297 candidates through Certificate of Expert Practice qualifications, including 59 in Laboratory Information Technology and Clinical Informatics.

- Awarded the Mary MacDonald Bursary to two winners to undertake advanced qualifications.
- Increased applications for equivalence routes to become a biomedical scientist or clinical scientist and trained new assessors to meet demand.
- Updated revised and launched ten specialist portfolios, created and launched two new single discipline specialist portfolios and created and launched two new multi-discipline portfolios.
- **Examinations:**
 - 56 candidates sat the Higher Specialist Diploma with 48 successful completions.
 - Six candidates passed the Diploma of Expert Practice and two candidates passed the Advanced Specialist Diploma in Diagnostic Cytopathology exams.
 - Nine candidates passed the Advanced Specialist Diploma in Cervical Cytology.
 - Thirty candidates sat the DEP in Histological Dissection with 21 successful completions.
- **Training Grants:**
 - Distributed £237,500 from Health Education England to support training for histopathology, cytology, and CEP qualifications.
- **Thought Leadership:**
 - Convened a series of roundtable discussions with partners including PA Consulting, Hologic, BD, Abbott, and AstraZeneca — utilising cross-sector experts to tackle key diagnostic challenges.
 - Published white papers offering actionable recommendations on modernising diagnostics, expanding cervical cancer screening access, strengthening community diagnostics, and building capacity for future NHS testing needs.
 - Issued responses to significant policy reports and inquiries, including Lord Darzi's NHS review, the UK COVID-19 Inquiry Module 1, the new Labour government's 10-year NHS plan, and commissioned the Oxera report revealing the value of biomedical scientists.
 - Reinforced the IBMS's role as a trusted convener and authority, translating collective expertise into policy guidance that shapes more efficient, patient-centred, and technologically advanced healthcare services.

Promoting the Profession

- Sponsored external awards such as STEM for Britain and Advancing Healthcare Awards.
- Launched thought leadership pieces and hosted multiple roundtable events.
- Enhanced member visibility through Pride events and Biomedical Science Day campaigns, reaching millions on social media.
- Attended the National School Leavers Festival, showcasing biomedical science careers.
- Promoted the IBMS routes to 'Become a biomedical scientist' through HCPC registration through a digital video campaign that had over 1 million views.
- The VR Spacelab and VR headsets were used by members across the UK at over 25 public engagement events.
- Our video and VR campaigns were awarded five awards at membership and profession award ceremonies.
- Harvey's Gang the initiative that helps young patients and their families understand more about their healthcare was rebranded as Harvey's Lab Tours, there are now 61 UK hospitals undertaking the tours.
- A full Welsh language version of Superlab comic was created for the National Eisteddfod cultural festival and other public engagement events in Wales.
- In its seventh year, Biomedical Science Day supported a record number of applicants for funding as 50 members' events were provided with a total of £19,200 and additionally 310 event packs were delivered to sites across the UK.

Ensuring Organisational Robustness

- Initiated a project to implement a new customer relationship management (CRM) system, enhancing member experiences.
- Delivered training sessions on compassionate leadership and mental health awareness.
- Strengthened technical systems for data protection and cybersecurity.

Through these initiatives, the IBMS continues to progress the profession and advance the careers of its members, ensuring the pivotal role of biomedical science in healthcare delivery is recognised and celebrated.

The IBMS Council has identified a number of key performance indicators to help monitor the organisation's performance. These include:

- Membership numbers – overall membership numbers fell by 1,255 or 6% from the previous year, most of this was attributable to student memberships. There was also a reduction in the number of Fellows as expected, but growth in the Associate, Licentiate and Member grades.
- Educational activity - the number of registration and specialist portfolios issued increased year on year. The number of degree assessments was significantly higher. Turnaround times suffered at peak times during the year. There was a full programme of Institute exams in the year, and candidate numbers on the distance-learning qualifications continued to grow.
- Financial performance- the deficit on ongoing activities was less than the target deficit in 2024. There was a positive return from the investment portfolio of £1,037,000.
- Staff turnover and sickness levels – sickness levels remained in line with expectations for an organisation of this size. Staff turnover was higher than expected, particularly in the education and membership teams. The job market remained very competitive during the year.

Financial Review

The combined results of the Institute and its subsidiary are shown on pages 13 to 16 of the financial statements. The Institute is a non-profit making organisation and accordingly no dividends are proposed.

The Group Statement of Financial Activities on page 13 shows net income of £199,180, which included a gain on listed investments of £993,623. Funds are invested across a number of pooled funds to achieve a targeted total return and the year-end position is reported in note 7a. The investment portfolio generated a return of 8.7% after fees for the year. The turbulence in the financial markets from worldwide political and economic events continued during the year and is expected to continue for some time.

Total income was just under £4 million, and as expected was £1.9 million lower than in 2023 when the biennial Congress happened. Income included HEE grant income (restricted funds) to cover the grants made to support candidates on some Institute qualifications. Compared to 2023, income for portfolios, assessments and accreditations and income from qualifications fell. Membership income was slightly lower than the previous year reflecting drop in membership numbers.

Total expenditure was lower than the previous year, as 2023 included the costs of Congress. There were costs associated with supporting the publication of the Biomedical Scientist magazine. Training Solutions grants were awarded for the first time in 2024..

The increase in funds for the year has been transferred to reserves.

IBMS (Professional Services) Ltd made a loss before tax of £76,118 (2023: profit £661,695). The loss was in line with the directors' expectations as there was not a Congress event during the year.

Grant-Making Policy

The Education and Professional Standards Committee has delegated responsibility to agree the annual programme of research grants. It makes a detailed assessment of each application. Grants this year totalled £14,428 (2022: £15,376). All grants during the current and preceding year were made to individuals in order to further their biomedical research. The Committee administered the Mary Macdonald award which was awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. As there was not a Congress event held in 2024, no grants were made under this award, and in 2023 the amount paid out was £123 (2022: £882).

The Membership and Marketing Committee administer the Jen Johnson bursary which is awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. No bursaries were needed in 2024, and in 2023 grants totalled £15,004.

Training Solutions Grants are aimed at funding one-off development costs for sustainable training solutions and/or materials. They may include resources to support progression towards an IBMS qualification, or to deliver wider Continued Professional Development (CPD) for those working in biomedical science. The funding is specifically intended to support the development of **new** training materials and solutions to enhance the training/CPD of any staff roles within the biomedical science field.

The grants are available to the 27 networks in England, other recognised health systems, and to recognised groups of hospitals or healthcare systems in the other home nations and Crown Dependencies. To date we have agreed some £300,000 of grant funding

Remuneration Policy

The Institute's policy is to provide competitive rewards to attract and retain high performing individuals whose contribution will enhance member value while ensuring rewards remain appropriate and proportionate when compared to market practice. The Institute aims to position salaries at the median of comparator groups. Benchmarking is undertaken periodically and appropriate judgement is applied in evaluating market data. This policy has been agreed by the Remuneration Committee.

The Remuneration Committee is responsible for setting the salary of the Chief Executive. The salaries of the other key management personnel are set by the Chief Executive following consultation with the Officers.

Reserves Policy

Reserves are that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes.

The Institute seeks to maintain reserves to manage the risks to which it is exposed in the course of its business, including but not limited to safeguarding against fluctuations in its membership revenue. Council considers that in order to meet these needs, and to operate effectively and with minimum disruption, the Institute needs free reserves of approximately £5.7 million.

The Charity holds funds of £18 million at the year end. None of these funds are restricted funds. Of the general and designated funds £1.2 million could only be realised by disposing of tangible fixed assets. This means that the reserves (that is, the part of the charity's unrestricted funds that is freely available to spend on any of the charity's purposes) is £16.8 million; a surplus of £11.1 million against a target of £5.7 million.

In order bring the amount of reserves the Institute holds into line with the level of reserves identified by the trustees as appropriate, the trustees have identified a variety of strategic projects to fund from excess reserves to benefit the membership and to further the Institute's charitable objects.

Council Members' Report (continued)

Future Plans

The Institute plans for a deficit of up to £250,000 on an ongoing basis i.e. excluding strategy costs, Congress and any significant one off costs. The deficit will be funded from the surplus generated by the biennial Congress event.

Future plans include providing better support, information and services for members through a variety of methods, including improved publications and more online resources. This will be supported by a new website and customer relationship management system with better functionality than the existing systems. We also plan to replace other elements of our IT system to increase efficiency and resilience. For more information and a detailed review of future plans, see the Institute's strategy and the Institute's Members' Report which are both available on the website.

Council Members' Accounting and Reporting Responsibilities

The Council members (who are also directors of the Institute of Biomedical Science for the purposes of company law) are responsible for preparing the Council's 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 Council members 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 group as at the balance sheet date, and of the charitable company and group's incoming resources and application of resources, including income and expenditure, for that period. In preparing those 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 accounting 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 business.

The Council members are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charitable company's Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council Members are responsible for the maintenance and integrity of the corporate and financial information included on 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.

The following statements have been affirmed by each of the Council Members of the charitable company:

- so far as each Council member is aware, there is no relevant audit information (that is, information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- each Council member has taken all the steps that they ought to have taken as a Council member in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Council Members' Report (continued)

Auditors

On 19 November 2024 the company's auditor changed its name from haysmacintyre LLP to HaysMac LLP. HaysMac LLP were re-appointed as auditors during the year and offer themselves for re-appointment at the forthcoming Annual General Meeting.

Small Company Exemptions

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

Approved by Council on 25 April 2025 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer



D Wells
Chief Executive and Company
Secretary

Independent Auditors' Report to the Members of the Institute of Biomedical Science

Opinion

We have audited the financial statements of the Institute of Biomedical Science for the year ended 31 December 2024 which comprise of the Consolidated Statement of Financial Activities, Consolidated Balance Sheet and the Charity Balance Sheet, the Consolidated Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 December 2024 and of the group's and parent charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Council Members' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 9, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

Based on our understanding of the group and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to GDPR and Health and Safety legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, income tax, payroll tax and sales tax.

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to revenue and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year;
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Audit Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



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*Kathryn Burton (Senior statutory auditor)
for and on behalf of HaysMac LLP, Statutory Auditor*

*10 Queen Street Place
London
EC4R 1AG*

Date: **28th April 2025**

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2024
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,364,497	-	2,364,497	2,380,586
Qualifications		436,090	252,090	688,180	779,597
Portfolios, assessments and accreditations		416,181	-	416,181	476,927
Publications		3,860	-	3,860	1,900
Regions, branches and discussion groups	2	120,071	-	120,071	16,073
Other income		21,535	-	21,535	2,449
<u>Congress and other trading activities</u>	7c	28,655	-	28,655	1,895,041
<u>Investments</u>					
Listed investment income		119,722	-	119,722	164,221
Property rental		63,263	-	63,263	62,981
Bank interest		142,017	-	142,017	130,501
Total Income		3,715,891	252,090	3,967,981	5,910,276
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		151,687	-	151,687	1,340,958
Investment management fees		76,154	-	76,154	81,032
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,809,729	252,090	2,061,819	1,972,430
Publications	3	322,965	-	322,965	222,210
Regions, branches and discussion groups	2,3	213,979	-	213,979	116,597
Member events, representation and benefits	3	1,673,020	-	1,673,020	1,559,448
Grants and prizes		312,801	-	312,801	37,448
Total Expenditure		4,560,335	252,090	4,812,425	5,330,123
Net gains / (losses) on investments		993,623	-	993,623	765,847
Net income / (expenditure)		149,179	-	149,179	1,346,000
Other recognised gains / (losses)					
Gain/(loss) on revaluation of investment property		50,000	-	50,000	(300,000)
NET MOVEMENT IN FUNDS FOR THE YEAR		199,179	-	199,179	1,046,000
Total funds brought forward		17,801,848	-	17,801,848	16,755,848
Total funds carried forward	13,14	18,001,027	-	18,001,027	17,801,848

All activities are continuing and there are no other recognised gains and losses other than those recognised above.

A comparative Statement of Financial Activity can be found in Note 20

A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019.

The notes on pages 17 to 31 form part of these financial statements.

Consolidated Balance Sheet as at 31 December 2024

	Notes	2024 £	2023 £
Fixed Assets			
Tangible assets	6	1,237,638	1,179,287
Listed investments	7a	12,405,810	11,425,990
Investment property	8	900,000	850,000
		<u>14,543,448</u>	<u>13,455,277</u>
Current Assets			
Stock		4,181	356
Debtors	9	614,726	470,445
Listed Investments – Money Market Deposits	7b	1,880,743	1,023,372
Cash at bank and in hand		2,743,891	4,722,030
		<u>5,243,541</u>	<u>6,216,203</u>
Creditors: amounts falling due within one year	10	1,785,962	(1,869,632)
		<u>3,457,579</u>	<u>4,346,571</u>
Net Current Assets			
		<u>3,457,579</u>	<u>4,346,571</u>
Total assets less current liabilities		<u>18,001,027</u>	<u>17,801,848</u>
Net Assets		<u>18,001,027</u>	<u>17,801,848</u>
Unrestricted Funds			
Accumulated fund		15,414,947	16,222,143
Designated fund		36,992	36,992
Listed investment revaluation reserve		2,074,555	1,118,180
Investment property revaluation reserve		474,533	424,533
	12,13	<u>18,001,027</u>	<u>17,801,848</u>

Approved and authorised for issue by Council on 25 April 2025 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer

The notes on pages 17 to 31 form part of these financial statements.

Charity Balance Sheet as at 31 December 2024

	Notes	2024 £	2023 £
Fixed Assets			
Tangible assets	6	1,237,638	1,179,287
Listed investments	7a	12,406,810	11,426,990
Investment property	8	900,000	850,000
		<u>14,544,448</u>	<u>13,456,277</u>
Current Assets			
Stock		4,181	356
Debtors	9	352,256	461,945
Listed Investments – Money Market Deposits	7b	1,880,743	1,023,372
Cash at bank and in hand		2,087,153	3,397,268
		<u>4,324,333</u>	<u>4,882,941</u>
Creditors: amounts falling due within one year	10	(1,112,817)	(1,520,245)
		<u>3,211,516</u>	<u>3,362,696</u>
Net Current Assets			
		<u>3,211,516</u>	<u>3,362,696</u>
Total assets less current liabilities			
		<u>17,755,964</u>	<u>16,818,973</u>
Net Assets			
		<u>17,755,964</u>	<u>16,818,973</u>
Unrestricted Funds			
Accumulated fund		15,169,884	15,239,268
Designated fund		36,992	36,992
Listed investment revaluation reserve		2,074,555	1,118,180
Investment property revaluation reserve		474,533	424,533
	12	<u>17,755,964</u>	<u>16,818,973</u>

The net movement in funds for the year for the charitable company, excluding the subsidiary, was a surplus of £936,991 (2023: surplus £893,014).

Approved by Council and authorised for issue on 25 April 2025 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer

The notes on pages 17 to 31 form part of these financial statements.

Consolidated Statement of Cash Flows for the Year Ended 31 December 2024

	Notes	2024 £	2023 £
Reconciliation of net income / (expenditure) to cash flow from operating activities			
Net income / (expenditure) for the year (as per Statement of Financial Activities)		149,179	1,346,000
<i>Adjustments for:</i>			
Depreciation of property, plant and equipment	6	114,662	118,878
(Gains) / losses on investments		(993,623)	(765,847)
Loss / (profit) on sale of fixed asset		-	-
Listed investment income and bank interest		(261,739)	(294,722)
Property rental		(63,263)	(62,981)
Decrease / (increase) in stock		(3,825)	619
Decrease / (increase) in debtors	9	(144,281)	328,486
(Decrease) / increase in creditors	10	(83,670)	(21,500)
Net cash provided by operating activities		<u>(1,286,560)</u>	<u>648,933</u>
Cash flows from investing activities			
Listed investment income and bank interest		261,740	294,722
Property rental		63,263	62,981
Purchase of property, plant and equipment	6	(173,013)	(30,958)
Purchase of investments		(2,274,718)	(7,999,327)
Disposal of investments		1,346,344	8,016,126
(Increase) / decrease in cash in investment portfolio		83,817	(101,632)
(Increase) / decrease in cash in money market deposits		988	(998,355)
Net cash (used in) / provided by investing activities		<u>(691,579)</u>	<u>(756,443)</u>
Change in cash and cash equivalents in the reporting period		<u>(1,978,139)</u>	<u>(107,510)</u>
Cash and cash equivalents at start of year		4,722,030	4,829,540
Cash and cash equivalents at end of year		<u>2,743,891</u>	<u>4,722,030</u>
Components of cash and cash equivalents			
Cash at bank and in hand		1,234,217	1,703,032
Short term deposits		1,509,674	3,018,998
		<u>2,743,891</u>	<u>4,722,030</u>

Analysis of change in net debt

There are no debts held, the net debt relates only to cash and cash equivalents

	2024 £	2023 £
Cash and cash equivalents at start of year	4,722,030	4,829,540
Cash flows	<u>(1,978,139)</u>	<u>(107,510)</u>
Cash and cash equivalents at end of year	<u>2,743,891</u>	<u>4,722,030</u>

The notes on pages 17 to 31 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1 - Accounting Policies

Statutory Information

The Institute of Biomedical Science is a private company, limited by guarantee, domiciled in England and Wales, registration number 377268. It is also a charity registered with the Charity Commission for England and Wales, number 261926. The registered office is 12, Coldbath Square, London EC1R 5HL.

The Institute is a charitable company limited by the guarantee of its members to a maximum of £1 per member on winding up.

Statement of compliance

The financial statements are prepared under the historical cost convention as modified to include the revaluation of investments at fair value. The format of the financial statements has been presented to comply with the Companies Act 2006, FRS102 The Financial Reporting Standard applicable in the UK and Ireland and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2019).

The financial statements are presented in sterling and reflect the results which are all from continuing activities.

The Institute is a Public Benefit Entity as defined by FRS102.

Going concern

In assessing the Institute's ability to continue as a going concern, the Council members have considered whether there are any material uncertainties affecting the Institute's ability to continue as a going concern, the organisation's liquidity position and reviewed cash flow forecasts for the foreseeable future. In addition to its cash reserves, it has an investment portfolio to draw upon and two properties, with no external debt or security.

The Institute has prepared a cash flow forecast covering at least twelve months from the date of signing the accounts. The forecast indicates that the Institute will have sufficient cash reserves to meet its obligations without the need to draw on its investment portfolio.

The Council members continue to adopt the going concern basis in preparing the accounts.

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charity's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Although these estimates are based on management's best knowledge of the amount, events or actions, actual results may ultimately differ from those estimates. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects current and future periods. The Council consider the following items to be areas subject to estimation and judgement:

Depreciation: - the useful economic lives of tangible fixed assets are based on management's judgement and experience. When management identifies that the actual useful economic lives differ materially from the estimates used to calculate depreciation, that charge is adjusted retrospectively. Although tangible fixed assets are significant, variances between actual and estimated useful economic lives will not have a material impact on the operating results.

Investment property: - The principal assumptions used to value the investment property are those as set out in note 8.

In the view of the Council members, no assumptions concerning the future or estimation uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**1 - Accounting Policies (continued)****Basis of consolidation**

These financial statements consolidate the results of the Institute and its wholly owned subsidiary, Institute of Biomedical Science (Professional Services) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019. The charity's income for the year amounted to £4,690,620 (2023: £4,593,027). The charity's net movement in funds for the year was an increase of £936,991 (2023: increase £893,014).

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Group's financial statements.

Fund accounting

Funds received for a specified purpose are shown as restricted income in the Statement of Financial Activities. Any such income not spent at the year-end is shown as a restricted fund in the balance sheet.

The Institute has unrestricted funds made up of membership subscriptions, income from educational activities and other income received or generated for its charitable purposes. These are available for trustees to utilise at their discretion and in line with the charity's objects.

Unrestricted funds which the trustees have agreed to set aside for a specific purpose are shown as designated funds on the balance sheet.

Income

All income is recognised once the Institute is entitled to the income, it is probable that the income will be received and can be quantified with reasonable accuracy.

Subscriptions comprise approved membership applications for the various categories of membership. Subscriptions received which relate to a future financial period are included in the balance sheet as deferred income.

Qualifications comprise the charge made for courses and qualifications provided by the Institute. Any income relating to courses or exam sittings occurring after the balance sheet date is included in the balance sheet as deferred income.

Registrations comprise the fees for accrediting an individual member's portfolio of experience and the fees for the accrediting of biomedical science courses run by educational institutions. The income is recognised at the point of registration.

Regions and branches comprise the income generated locally (mainly from local training events) by the regions and branches to run discussion groups and meetings.

Property rental comprises the income received from renting out the building at No5 Coldbath Square. Income which has been invoiced but relates to a future financial period is included in the balance sheet as deferred income.

Trading activities comprise the income generated by IBMS (Professional Services) Ltd. It consists of income from running events (mainly Congress, a biennial event), providing secretarial support to other organisations and hire of meeting room facilities. Income received for events which are taking place after the balance sheet date is included in the balance sheet as deferred income.

Interest and investment income is recognised on a receivable basis.

Expenditure

Expenditure is included on an accruals basis where there is a legal or constructive obligation to make a payment to a third party and the amount can be measured reliably. Expenditure is either directly attributed to a cost category, or apportioned on a basis consistent with the use of the resources.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**1 - Accounting Policies (continued)****Expenditure (continued)**

Expenditure on charitable activities includes the cost of delivering education and other services to members for the benefit of the profession along with the associated support costs.

Expenditure on trading activities comprises the costs incurred by IBMS (Professional Services Ltd) and allocated support costs.

Support costs comprise the costs which cannot be directly attributed to a particular activity in the Statement of Financial Activity and include governance costs. Support costs are apportioned between the various activities according to the estimated usage of staff resource.

Grants

Grants payable are charged in the year when the offer is conveyed to the recipient except where the offer is conditional and such grants are recognised as expenditure when the conditions have been met.

Listed investments

Listed investments are shown at their fair value at the balance sheet date. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Investment property

Investment properties are disclosed at their fair market value at the balance sheet date based on an arm's length transaction. Any increase or decrease in value is reflected in the Statement of Financial Activities.

A full valuation is undertaken every three years. The valuation is reviewed annually in the intervening years.

Tangible fixed assets and depreciation

Assets with a useful economic life of more than one year and a value of over £500 are capitalised.

Tangible fixed assets have been depreciated so as to write assets off over their estimated useful lives at the following rates:

Freehold property:	2% per annum on a straight line basis
Furniture, fixtures and fittings:	10% per annum on a straight line basis
Computers:	20% to 33.33% per annum on a straight line basis
Assets under construction:	Nil depreciation until assets are ready for use

Pension schemes

The Institute operated two defined contribution (DC) pension schemes during the year. See note 14.

The cost of the DC schemes is charged to the Statement of Financial Activities is equal to the Institute's contribution payable to the schemes during the year.

The Defined Benefit scheme was wound up on 17 May 2021.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**1 - Accounting Policies (continued)****Short term benefits**

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in accordance with FRS 102.

Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future entitlement and accrued at the balance sheet date.

Taxation

Tax is provided on the taxable profits retained in the trading subsidiary.

Gift Aid

The Institute of Biomedical Science (Professional Services) Ltd donates the taxable profit arising from its trading activity to the parent entity. The donation is recognised when paid or there is a legal obligation to make the payment.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, trade and fee debtors, staff loans, other debtors, prepayments and accrued income and amounts owed by group undertakings. A specific provision is made for debts for which recoverability is in doubt. Cash and cash equivalents are defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise deposits, fees in advance, trade creditors, other creditors and amounts owed to group undertakings.

Stock

The value of medals held in stock to recognise members' long service is stated at the lower of cost and their net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due for the provision of services delivered. Prepayments are recognised at the amount prepaid or the amount paid in advance.

Creditors

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

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and highly liquid interest-bearing securities with maturities of three months or less.

Irrecoverable VAT

Irrecoverable VAT is charged to the Income and Expenditure account for the period to which it relates.

2 – Regions, Branches and Discussion Groups

Regions, branches and discussion groups run activities that raise money locally and incur costs. Regions and branches were allocated a budget for their activity for the year. The balances remaining in bank accounts for discussion groups at the year-end of £202,009 (2023: £246,693) are included in the balance sheet. The costs include an apportionment of support costs (note 3) based on an assessment of staff resources used.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

3 - Total Expenditure

	Direct costs	Support costs	Total 2024
	£	£	£
Trading activities	77,156	74,531	151,687
Investment management fees	76,154	0	76,154
Education, qualifications and registration	1,439,367	622,452	2,061,819
Publications	309,414	13,551	322,965
Regions, branches & discussion groups	193,653	20,326	213,979
Membership events, representation and benefits	1,102,965	570,055	1,673,020
Grants & prizes	312,801	-	312,801
Total Expenditure	3,511,510	1,300,915	4,812,425

Grants made during the current year totalled £177,325 to five individuals and three corporate entities. In 2023 they totalled £29,555 to 24 individuals.

	Direct costs	Support costs	Total 2023
	£	£	£
Trading activities	1,268,942	72,016	1,340,958
Investment management fees	81,032	-	81,032
Education, qualifications and registration	1,371,675	600,755	1,972,430
Publications	208,271	13,939	222,210
Regions, branches & discussion groups	95,689	20,908	116,597
Membership events, representation and benefits	1,104,583	454,865	1,559,448
Grants & prizes	37,448	-	37,448
Total Expenditure	4,167,640	1,162,483	5,330,123

Support Costs

	2024	2023
	£	£
People costs	590,345	529,949
Office running costs	199,829	181,437
IT & website	190,693	183,339
Irrecoverable VAT	72,744	46,426
Depreciation	114,662	118,878
Other costs	48,901	46,035
Governance		
Council and committees	64,616	38,619
Audit	19,125	17,800
	1,300,915	1,162,483

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

4 - Staff Costs

	2024	2023
	£	£
Salaries and wages	1,548,413	1,504,651
Social security	172,327	165,954
Employer pension contributions – DC schemes	126,169	123,163
Temporary staff	203,608	133,768
Life assurance	5,968	5,086
Staff expenses	15,725	11,754
Recruitment and training	37,456	27,501
	<u>2,109,666</u>	<u>1,971,877</u>

The average number of employees in the period was: 34 32

The number of staff whose annual emoluments in the period fell within the following bands were:

£60,000 to £70,000	3	3
£70,000 to £80,000	1	1
£80,000 to £90,000	2	3
£130,000 to £140,000	-	1
£140,000 to £150,000	1	-

The Council consider the key management personnel for the Institute to be themselves, the Chief Executive and the four executive team heads. The remuneration and benefits (included above) received by the key management personnel in employment during the year was £577,342 (2023: £643,300).

None of the Council members received any emoluments or benefits from the Institute during the period for undertaking the role. Total costs of travel, accommodation and out of pocket expenses incurred during the period on the Institute's business by 21 Council members (2023: 21 Council members) amounted to £43,533 (2023: £32,999).

5 – Net Income for the Year

This is stated after charging:

	2024	2023
	£	£
Auditors remuneration:		
Audit fee for the group (excluding VAT)	25,325	23,500
Other services (excluding VAT)	2,100	3,800
Depreciation	114,662	118,878
Operating leases	<u>4,331</u>	<u>2,932</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

6 - Tangible Fixed Assets

Group and Charity	Freehold Property	Furniture, Fixtures & Fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2024	800,000	636,059	394,450	1,830,509
Additions	0	5,500	167,513	173,013
Disposals	0	0	(20,390)	(20,390)
At 31 December 2024	<u>800,000</u>	<u>641,559</u>	<u>541,573</u>	<u>1,983,132</u>
Depreciation				
At 1 January 2024	73,333	266,467	311,422	651,222
Charge for the year	16,000	63,650	35,012	114,662
Disposals	0	0	(20,390)	(20,390)
At 31 December 2024	<u>89,333</u>	<u>330,117</u>	<u>326,044</u>	<u>745,494</u>
Net Book Value				
At 31 December 2024	<u>710,667</u>	<u>311,442</u>	<u>215,529</u>	<u>1,237,638</u>
At 31 December 2023	<u>726,667</u>	<u>369,592</u>	<u>83,028</u>	<u>1,179,287</u>

7a – Listed and Unlisted Investments

	Group		Charity	
	2024 £	2023 £	2024 £	2023 £
Fixed Asset Listed investments - valuation				
As at 1 January	11,096,849	10,372,818	11,096,849	10,372,818
Additions	1,474,718	7,999,327	1,474,718	7,999,327
Disposals	(1,345,624)	(8,016,126)	(1,345,624)	(8,016,126)
Gains	934,543	740,830	934,543	740,830
At 31 December	<u>12,160,486</u>	<u>11,096,849</u>	<u>12,160,486</u>	<u>11,096,849</u>
Investment in subsidiary	-	-	1,000	1,000
Cash held as investment at period end	245,324	329,141	245,324	329,141
Total investments	<u>12,405,810</u>	<u>11,425,990</u>	<u>12,406,810</u>	<u>11,426,990</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

7a – Listed and Unlisted Investments (continued)

The market values of the group's fixed asset listed investments on the UK Stock exchange were:

	2024	2023
	£	£
UK Equities	89,030	103,435
Overseas Equities	8,456,092	7,165,131
Overseas Equities	1,735,891	1,485,399
Fixed Interest Securities	1,722,545	1,990,703
Commodities	0	336,733
Multi Asset Funds	156,928	15,448
	<u>12,160,486</u>	<u>11,096,849</u>
Cash	245,324	329,141
	<u>12,405,810</u>	<u>11,425,990</u>

The historical cost of the fixed asset listed investments was £10,597,212(2023: £10,370,211).

7b Current Asset Listed Investments

Group and Charity

Valuation	2024	2023
	£	£
As at 1 January	1,022,017	-
Additions	800,000	997,000
Gains	58,360	25,017
As at 31 December	<u>1,880,377</u>	<u>1,022,017</u>
Cash held as investment at period end	366	1,355
Total investment	<u>1,880,743</u>	<u>1,023,372</u>

The market value of the current asset listed investments for the group and charity were:

	2024	2023
	£	£
Managed funds – money market deposits	<u>1,880,377</u>	<u>1,022,017</u>
Sub-total	1,880,377	1,022,017
Cash held in the investment portfolio	366	1,355
	<u>1,880,743</u>	<u>1,023,372</u>

Other investments in the charitable company accounts were:

	2024	2023
	£	£
Unlisted investments comprising of: Institute of Biomedical Science (Professional Services) Ltd 1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>

7c - Subsidiary

The investment in the Institute of Biomedical Science (Professional Services) Limited represents 100% of that Company's ordinary share capital and is therefore a subsidiary undertaking. The subsidiary is registered in England and Wales and the registered office is 12, Coldbath square, London EC1R 5HL.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

7c – Subsidiary (continued)

The Institute of Biomedical Science (Professional Services) Limited made a qualifying charitable donation of £661,695 (2023: £508,710) to its parent company, the Institute of Biomedical Science. The assets, liabilities and funds of the subsidiary were:

	2024	2023
	£	£
Assets	937,543	1,451,117
Liabilities	<u>(691,481)</u>	<u>(467,242)</u>
	<u>246,062</u>	<u>983,875</u>
Representing:		
Share Capital	1,000	1,000
Profit and Loss account	<u>245,062</u>	<u>982,875</u>
	<u>246,062</u>	<u>983,875</u>

Details of the subsidiary's profit and loss accounts are as follows:

	2024	2023
	£	£
Turnover	28,655	1,895,041
Cost of sales	<u>(97,933)</u>	<u>(1,235,497)</u>
Gross profit / (loss)	(69,278)	659,544
Interest receivable	7,499	16,488
Administrative expenses	<u>(14,339)</u>	<u>(14,337)</u>
	(76,118)	661,695
Corporation Tax	-	-
Gift aid donation to parent undertaking	<u>(661,695)</u>	<u>(508,710)</u>
Movement on profit and loss account for the year	<u>(737,813)</u>	<u>152,985</u>

This subsidiary has been formed to deal with activities that are regarded as trading. Such activities include receiving income from trade exhibitions.

8 – Investment property – No5 Coldbath Square

Group and Charity	2024	2023
	£	£
As at 1 January	850,000	1,150,000
Unrealised gains/(loss)	<u>50,000</u>	<u>(300,000)</u>
At 31 December	<u>900,000</u>	<u>850,000</u>

The property was independently valued in December 2023 in accordance with the appropriate practice statement set out in the RICS Appraisal and Valuation Manual. The person who undertook the valuation holds a recognised and relevant professional qualification and has knowledge of properties in the area.

The property was valued at market value, which is defined as “the estimated amount for which a property should exchange on the date of the Valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing wherein the parties had acted knowledgeably, prudently and without compulsion”.

The next full valuation will be undertaken in December 2026. In the interim, the value will be reviewed and updated by an independent property professional.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

9 – Debtors

	2024		2023	
	Group £	Charity £	Group £	Charity £
Trade debtors	194,884	101,035	101,899	93,399
Prepayments	404,881	217,925	216,675	216,675
Taxation and social security	-	-	145,590	145,590
Accrued income	14,961	14,961	6,281	6,281
Amounts owed from group undertakings	-	18,335	-	-
Total	614,726	352,256	470,445	461,945

Intercompany balances arise in the normal course of trading and as a result of the group VAT registration.

10 – Creditors

Amounts Falling Due Within One Year

	2024		2023	
	Group £	Charity £	Group £	Charity £
Deferred income	1,461,861	798,619	1,136,266	1,136,266
Trade creditors	87,727	86,298	512,924	56,179
Taxation and social security costs	82,259	82,259	51,372	51,372
Accruals	114,184	105,710	129,859	120,359
Other creditors	39,931	39,931	39,211	38,214
Amounts owed to group undertakings	-	-	-	117,855
	1,785,962	1,112,817	1,869,632	1,520,245

11 – Deferred Income

	2024		2023	
	Group £	Charity £	Group £	Charity £
Balance brought forward	1,136,266	1,136,266	1,594,256	1,238,607
Amounts released to SOFA in current year	(781,328)	(781,328)	(1,260,623)	(904,974)
Amounts deferred in the current year	1,106,923	443,681	802,633	802,633
Balance carried forward	1,461,861	798,619	1,136,266	1,136,266

Deferred income includes amounts received for membership subscriptions, qualifications and Congress which relate to a future accounting period. The balance also includes funds received from Health Education England for the histopathology reporting project and advanced practice project which have not yet been recognised as income.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

12 - Reconciliation of Movements in Funds

Group	At 01/01/2024 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2024 £
Restricted Funds						
HEE Histopathology project	-	252,090	(252,090)	-	-	-
Total restricted funds	-	252,090	(252,090)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	36,992	-	-	-	-	36,992
Total designated funds	36,992	-	-	-	-	36,992
Accumulated funds	16,222,143	3,715,892	(4,560,335)	993,622	(956,375)	15,414,947
Listed investment revaluation reserve	1,118,180	-	-		956,375	2,074,555
Investment property revaluation reserve	424,533	-	-	50,000	-	474,533
Total unrestricted funds	17,801,848	3,715,892	(4,560,335)	1,043,622	-	18,001,027
	17,801,848	3,715,892	(4,560,335)	1,043,622	-	18,001,027

Group	At 01/01/2023 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2023 £
Restricted Funds						
HEE Histopathology project	-	384,214	(384,214)	-	-	-
Total restricted funds	-	384,214	(384,214)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	51,996	-	(15,004)	-	-	36,992
Total designated funds	51,996	-	(15,004)	-	-	36,992
Accumulated funds	14,996,897	5,526,062	(4,930,905)	(42,968)	673,057	16,222,143
Listed investment revaluation reserve	982,422	-	-	808,815	(673,057)	1,118,180
Investment property revaluation reserve	724,533	-	-	(300,000)	-	424,533
Total unrestricted funds	16,755,848	5,526,062	(4,945,909)	465,847	-	17,801,848
	16,755,848	5,910,276	(5,330,123)	465,847	-	17,801,848

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

12 – Reconciliation of Movements in Funds (continued)

Charity	At 01/01/2024 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2024 £
Restricted Funds						
HEE Histopathology project	-	252,090	252,090	-	-	-
Total restricted funds	-	252,090	252,090	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	36,992	-	-	-	-	36,992
Total designated funds	36,992	-	-	-	-	36,992
Accumulated funds	15,239,268	4,690,621	(4,797,252)	993,622	(956,375)	15,169,884
Listed investment revaluation reserve	1,118,180	-	-	-	956,375	2,074,555
Investment property revaluation reserve	424,533	-	-	50,000	-	474,533
Total unrestricted funds	16,818,973	4,690,621	(4,797,252)	1,043,622	0	17,755,964
	16,818,973	4,690,621	(4,797,252)	1,043,622	0	17,755,964

Charity	At 01/01/2023 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2023 £
Restricted Funds						
HEE Histopathology project	-	384,214	(384,214)	-	-	-
Total restricted funds	-	384,214	(384,214)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	51,996	-	(15,004)	-	-	36,992
Total designated funds	51,996	-	(15,004)	-	-	36,992
Accumulated funds	14,167,007	4,208,813	(3,766,641)	(42,968)	673,057	15,239,268
Listed investment revaluation reserve	982,422	-	-	808,815	(673,057)	1,118,180
Investment property revaluation reserve	724,533	-	-	(300,000)	-	424,533
Total unrestricted funds	15,925,958	4,208,813	(3,781,645)	465,847	-	16,818,973
	15,925,958	4,593,027	(4,165,859)	465,847	-	16,818,973

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

12 – Reconciliation of Movements in Funds (continued)

The listed investment revaluation reserve represents the aggregate unrealised gains / (losses) on the fixed asset investment portfolio and current asset money market investments.

The investment property revaluation reserve represents the aggregate unrealised gains / (losses) on the investment property.

The Jen Johnson bursary gives successful applicants the opportunity to attend Congress (a biennial event) by providing help with the costs.

The HEE Histopathology project restricted fund represents cash received from Health Education England for the histopathology reporting project and advanced practice project which may only be expended to support candidates undertaking relevant Institute qualifications.

The Statement of Financial Activities of the Institute of Biomedical Science does not, in the opinion of the Council, reflect the group's total activities without the consolidation of its subsidiary undertaking's results. The Institute has, therefore, produced the group Statement of Financial Activities Account but, as permitted by the Companies Act 2006 and the Charities SORP, has not included the charitable company's own Statement of Financial Activities Account.

13 – Analysis of Net Assets Between Funds

	2024	2024	2024
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,237,638	-	1,237,638
Fixed Asset Listed investments	12,405,810	-	12,405,810
Investment property	900,000	-	900,000
Current assets	4,924,916	318,625	5,243,541
Current liabilities	(1,467,337)	(318,625)	(1,785,962)
	<u>18,001,027</u>	<u>-</u>	<u>18,001,027</u>
	2023	2023	2023
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,179,287	-	1,179,287
Fixed Asset Listed investments	11,425,990	-	11,425,990
Investment property	850,000	-	850,000
Current assets	5,642,570	573,633	6,216,203
Current liabilities	(1,295,999)	(573,633)	(1,869,632)
	<u>17,801,848</u>	<u>-</u>	<u>17,801,848</u>

14 - Pension Schemes

The Institute operates a defined contribution scheme with Royal London to meet the requirements of the Auto Enrolment legislation. The Institute pays a contribution of 6% of salary during the employee's probation period. On successful completion of the probation period the Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary.

The Institute operates a defined contribution scheme with AEGON. The Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary. The scheme is now closed to new entrants.

Total employer contributions into the defined contribution schemes in the year were £126,169 (2023: £123,163).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

14 - Pension Schemes (continued)

There were employer and employee contributions totalling £nil (2023: £nil) outstanding at the year end.

15 – Auditors’ Remuneration

The auditors’ remuneration (excl. VAT) for the period for the charity was £19,125 (2023: £17,800). In addition, the auditors provided audit and corporation tax services to Institute of Biomedical Science (Professional Services) Ltd which were subject to a separate agreement.

16 – Capital Commitments

There were no capital commitments (2023: £nil) at the year end.

17 – Post Balance Sheet Events

There were no post balance sheet events.

18 – Related Party Transactions

The Institute owns 100% of the share capital in Institute of Biomedical Science (Professional Services) Ltd and its results are consolidated into these financial statements.

During the year 8 members of Council received payments totalling of £6,381 (2023: £4,434 for 6 Council members) for providing professional examination, accreditation and assessment services. In addition, in 2023 payments totalling £1,389 (2024: nil) were paid to the spouse of a member of the senior management team for providing professional examination services. The payments were on the same basis as that made to others providing the same services.

In 2023, the spouse of a member of the senior management team was deputy editor of the BJBS and received a payment of £600 (2024: nil). The payment was made on the same basis as that made to others providing the same services.

Two members of the senior management team were also trustees of the Science Council. During the year the Institute incurred costs of £95,928 (2023: £97,020) from the Science Council. The costs related to membership and registration services.

A member of the senior management team is also a director of the International Federation of Biomedical Laboratory Science (IFBLS). The cost of travel, accommodation and out of pocket expenses related to this role is met by IFBLS. The cost of the IFBLS subscription paid by the Institute for the year was £7,488 (2023: £7,413).

19 – Lessor Operating Lease Commitments

The charity has entered into a non-cancellable operating lease as lessor for which the total of future minimum lease payments receivable (excluding VAT) as follows:

	2024	2023
	£	£
Within one year	10,770	62,400
Later than one year but within five years	-	10,770
Total	10,770	73,170

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

20 – Comparative Statement of Financial Activity

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2023
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,380,586	-	2,380,586	2,390,123
Qualifications		395,383	384,214	779,597	629,775
Portfolios, assessments and accreditations		476,927	-	476,927	373,983
Publications		1,900	-	1,900	6,671
Regions, branches and discussion groups	2	16,073	-	16,073	121,031
Other income		2,449	-	2,449	2,110
<u>Congress and other trading activities</u>	7c	1,895,041	-	1,895,041	1,600,093
<u>Investments</u>					
Listed investment income		164,221	-	164,221	196,220
Property rental		62,981	-	62,981	63,107
Bank interest		130,501	-	130,501	29,361
Total Income		5,526,062	384,214	5,910,276	5,412,474
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		1,340,958	-	1,340,958	1,120,784
Investment management fees		81,032	-	81,032	79,489
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,588,216	384,214	1,972,430	1,656,514
Publications	3	222,210	-	222,210	109,312
Regions, branches and discussion groups	2,3	116,597	-	116,597	191,134
Member events, representation and benefits	3	1,559,448	-	1,559,448	1,232,172
Grants and prizes		37,448	-	37,448	38,043
Total Expenditure		4,945,909	384,214	5,330,123	4,427,448
Net gains / (losses) on investments		765,847	-	765,847	(1,310,233)
Net income / (expenditure)		1,346,000	-	1,346,000	(325,207)
Other recognised gains / (losses)					
Loss on revaluation of investment property		(300,000)	-	(300,000)	-
NET MOVEMENT IN FUNDS FOR THE YEAR		1,046,000	-	1,046,000	(325,207)
Total funds brought forward		16,755,848	-	16,755,848	17,081,055
Total funds carried forward	13,14	17,801,848	-	17,801,848	16,755,848

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales - Charity number 261926

Accounts

INSTITUTE OF BIOMEDICAL SCIENCE

Company Number 377268

Charity Number 261926

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2023**

**INSTITUTE OF BIOMEDICAL SCIENCE
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FOR THE YEAR ENDED 31 DECEMBER 2023**

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Council Members' Report

The Council members, who are also the trustees, submit their report on the charitable company and its group together with the audited financial statements for the year ended 31 December 2023.

Reference and Administrative Details

LEGAL STATUS

The Institute is a registered charity, number 261926. It is also registered at Companies House, as a company limited by guarantee and having no share capital, number 377268. The liability of its members, in the event of the company winding up, is limited to £1.

COUNCIL MEMBERS

The members of Council, who were the company's directors and trustees of the charity during the year or on the date of approval of this report, were:

Joanna Andrew	Glenn McDowell
Victoria Bradley	James G McNair (resigned 31 December 2023)
Nigel Coles	Colin Mudd
Jennifer Collins	Jane Needham (resigned 3 June 2023)
Alan Deacon (appointed 20 October 2023)	Debra Padgett
David Eccleston	Sarah Pitt
Charles Houston	Sheri Scott
Tahmina Hussain	Matthew Smith
Angela Jean-Francois	Andrew Usher
Zonya Jeffrey	Linda Walsh
Azuma Kalu (appointed 3 June 2023)	

Each Council member is also a member of the Institute.

CHIEF EXECUTIVE AND COMPANY SECRETARY

Mr David Wells

REGISTERED OFFICE

12 Coldbath Square, London EC1R 5HL

RELEVANT ORGANISATIONS

Auditors:

Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Bankers:

National Westminster Bank plc
Regent Street Branch
250 Regent Street
London
W1B 3BN

Investment Advisors:

EPOCH Consulting
Queen Square House
Queen Square Place
Bath
BA1 2LL

Solicitors:

Moore Barlow LLP
The Oriel
Sydenham Road
Guilford
GU1 3SR

Council Members' Report (continued)

Structure, Governance and Management

GOVERNANCE AND INTERNAL CONTROL

The Institute is a company limited by guarantee and a registered charity. Its governing document is the Memorandum and Articles of Association, originally incorporated on 17 November 1942, updated 11 June 2022.

COUNCIL MEMBERS

Council shall be composed of not fewer than twelve and not more than thirty members of the Institute, comprising:

- (i) the President, the Past President, the President Elect and the Treasurer, *ex officio*;
- (ii) not more than twelve persons elected by members of the Institute registered within the regions ("regional members"); and
- (iii) not more than twenty persons elected by the members of the Institute ("national members").

RECRUITMENT AND TRAINING

The election of members of Council in the place of those retiring at any annual general meeting is made by a ballot, where necessary, of those entitled to vote. New members go through an induction process to familiarise them about their responsibilities and duties and periodic training sessions for all trustees are arranged as required.

ORGANISATIONAL MANAGEMENT

Council meets at least quarterly to set overall strategy and policy and review performance.

Each Council member will also be heavily involved in the various standing committees. These committees are set up by Council and are given specific aims. They report back to Council at regular intervals and include:

- The Membership and Marketing Committee which is responsible for the creation and implementation of the Institute's membership and marketing strategies. It is also the reporting committee for the local region and branch network.
- The Education and Professional Standards Committee which is responsible for matters relating to professional standards, education, training and professional development of members working in the profession.
- The Finance and Risk Committee which is responsible for monitoring the financial performance of the Institute, the performance of the Institute's investments and the effectiveness of the Institute's risk management processes and making recommendations to Council.
- The Audit Committee which seeks assurance from the external auditor that the accounts give a true and fair view of the financial performance and position and that the accounts comply with relevant accounting standards. The Audit Committee will also consider any issues raised by the auditors and the management's response.
- The Remuneration Committee which is responsible for determining the Institute's remuneration strategy and reviewing the terms and conditions of employment for the Chief Executive.

The Institute has a Chief Executive who is accountable directly to Council. The Institute's staff carry out the detailed day-to-day work on behalf of Council and assist committees as necessary.

RISK MANAGEMENT

Council has considered the major risks to which the Institute is exposed. The categories of risks identified were strategic risks, membership risks, governance risks, financial risks and operational risks. Council agreed that systems and procedures had been implemented to mitigate the risks which were identified.

Council Members' Report (continued)

RISK MANAGEMENT (CONTINUED)

The principal risks identified by the charity are as follows:

Risk	Mitigating actions
Government policy moves away from statutory regulation of the profession and national accreditation of laboratories for the four nations and crown dependencies.	<ul style="list-style-type: none"> • Continued engagement with HCPC and UK government to identify ongoing risk. • Monitor progress of the review of the GMC register carefully. • Regular meetings with HCPC and UKAS to shape future policy developments.
Current CRM and website do not allow the Institute to update the member online self-service portal.	<ul style="list-style-type: none"> • Existing systems maintained to ensure continuity of service. • Project undertaken to identify a replacement CRM and new supplier appointed. • New CRM to link with other Institute digital platforms.
Failure to secure advertising revenue for the Biomedical Scientist publication results in the Institute funding the publication.	<ul style="list-style-type: none"> • Potential print and production cost savings explored. • External independent advice sought on options. • Funding options reviewed by F&RC.

Public Benefit Statement

Council has complied with the duty in section 17(5) of the Charities Act 2011 and has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and in planning future activities. Council is satisfied that the Institute continues to meet the required public benefit test through its objectives and activities.

The Institute aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety. It does this by:

- Acting as an advocate for the biomedical science community with key stakeholders and policy makers to help ensure the high standards of the profession and patient safety are maintained.
- Developing and maintaining educational qualifications to enhance the skills, knowledge and career development of biomedical scientists within the profession.
- Providing opportunities for biomedical scientists to keep up to date with scientific developments through Institute publications and training events.
- Raising awareness of the importance of biomedical science in the provision of healthcare and the career opportunities in the profession.
- Supporting original research into scientific developments.

Investment Powers, Policy and Performance

The investment powers are governed by the Institute's Memorandum, which permits funds not immediately required for the purposes to be invested as the Council sees fit.

The Council's policy is to achieve an agreed growth target in excess of inflation over the long term. The portfolio as a whole is managed to reduce the risk of negative returns in excess of 20%. Income generated is re-invested to assist with the long-term growth objective.

The Institute invests in companies whose activities are consistent with the charity's values and demonstrate a commitment to stewardship and responsible and sustainable investment. An element of the portfolio is specifically invested in sectors and companies that are aligned with the values and expertise of the charity.

The Council establishes the investment strategy and takes advice from its investment advisors who manage the portfolio on a day to day basis. Performance is monitored by the Finance and Risk Committee and the period end position is reported in note 7 (a).

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance

The Institute of Biomedical Science (IBMS) is a registered charity and aims to promote and progress the role of biomedical science within healthcare to support the delivery of the best possible service for patient care and safety.

Each year it achieves this through publishing professional publications and guidance, running courses and seminars, organising scientific conferences (including the biennial IBMS Congress) and events, providing a platform to achieve higher-level qualifications, access to digital content and public engagement resources, hosting regional and branch events and through running discussion groups. The major achievements in the year are summarised below:

Supporting the profession and our members:

- To recognise consistent, long and valuable service to the IBMS, we awarded three Life Memberships and one Honorary Fellowship.
- IBMS Chief Executive, David Wells, responded to a letter that was published in the Metro newspaper that stated that NHS laboratories were "overstaffed with unproductive people."
- Released a joint statement with The Royal College of Pathologists (RCPATH) and British Association for Cytopathology (BAC) to guide the delivery of diagnostic cytopathology services across England.
- Alongside the RCPATH we supported NHS England to produce their Transforming Histopathology in England plan.
- In response to NHS England's Long-Term Workforce Plan the IBMS launched the IBMS Long Term Biomedical Science Workforce Plan, a bold strategy for the UK to develop the biomedical scientist workforce to operate at the highest levels of practice through training, experience, and professional qualifications.
- Collaborating with the RCPATH we produced an updated joint statement and accompanying practice and competency information on advanced roles in biomedical scientist reporting.
- Working with Microsoft we launched a white paper: Digital Pathology and Integrated Care Systems: Enabling high-quality, equitable digital pathology services across networks, ICSs and nationally.
- Working with the RCPATH and The Association for Laboratory Medicine (ALM) we issued a joint letter of concern to both the health secretary and shadow health secretary to highlight our concerns regarding the provision to patients of direct access to all test results.
- Following the government's announced pay offer to nurses to resolve the national strike action, we issued a statement raising our concerns about an exclusive offer for a separate pay spine for nurses.
- After the Health and Care Professions Council (HCPC) announced that their annual registration fee was set to increase by 20% we issued a response to highlight our disappointment and to show our members that we have raised their concerns to the HCPC during their consultation.
- After a long period of no activity Kent and Reading branches in the southeast region and Tayside in Scotland are in the process of arranging meetings. Derby and Nottingham branch is also being re-established.
- To produce new national guidance on Point-of-Care Testing we collaborated with the RCPATH and the ALM.
- To better support individuals from low- and medium-income countries to join the IBMS a new pricing structure for international members was introduced.
- Submitted nominations for, and promoted winners of, the Association of Healthcare Sciences Associate and Honorary Fellowships.
- Through our Equity, Diversity and Inclusion Working Group ensured that a diverse range of our members' voices are heard.
- To improve our diversity and inclusion we signed the updated Science Council Declaration on Equity, Diversity and Inclusion. Published monthly articles in the IBMS membership magazine, held events, updated the membership EDI policy, created a policy to allow for the collection of sensitive data and supported national awareness events.
- To support our registration and specialist qualifications and training in the laboratories we held eight online training webinars which increased the number of active verifiers (from 510 to 651) and examiners (from 337 to 426).
- There were 28 accreditation review events of biomedical science degree courses, including courses at three new universities. This covered 56 undergraduate and 16 post graduate programmes.
- Six existing degree apprenticeship programmes were successfully re-accredited.
- In recognition of high academic achievement on an IBMS Accredited undergraduate degree course, 36 President's Prize Awards were given to IBMS eStudent members who graduated and achieved academic distinctions.
- We implemented updated accreditation criteria aligned to the Quality Assurance Agency for Higher Education Subject Benchmark Statement (2023) for the accreditation of undergraduate and postgraduate degrees in biomedical science for 2023/24.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

Supporting the profession and our members (continued):

- The number of professional and academic representatives who have been trained to complete degree accreditation events was increased.
- The Mary MacDonald Bursary was awarded to two winners in February enabling them to undertake the Certificate of Achievement (one for Part I and one for Part II).
- The Rapid Onsite Evaluation (ROSE) module Specialist Portfolio was launched (two portfolios issued to date).
- 518 IBMS laboratory training approval applications were processed to support colleagues to complete the Certificate of Achievement, Certificate of Competence and Specialist Diploma in laboratories around the UK this year.
- Several equivalence-route candidates (Certificate of Competence by Equivalence) and a candidate for the Certificate of Attainment (Clinical Scientist) route were successfully supported and assessed and have now registered with the HCPC.
- To support the increased number of applications for this qualification in 2023, several new professional assessors trained for the Certificate of Attainment (Clinical Scientist) route to registration.
- On 1st September, aligned with the updated HCPC standards of proficiency, Version 5.0 of the Registration Training Portfolio was updated and launched as a digital-only portfolio using the platform OneFile. All guidance documentation for the new version was updated and provided to members on the website as well as through a series of how-to presentations at IBMS Congress 2023.
- All four HCPC approved routes to registration as a biomedical scientist provided by the IBMS have been created as digital portfolios and are also hosted on OneFile.
- All guidance documentation for the Certificate of Competence by Equivalence was updated and aligned to the updated HCPC standards of proficiency and digital copies provided to members.
- 10 IBMS Support Hubs on a variety of themes were hosted in 2023, all are available as an open-access resource on the IBMS website and YouTube channel.
- As an approved HCPC education provider, the IBMS submitted HCPC Performance Review documentation in 2023. The HCPC panel concluded that we are performing well in all areas scrutinised.

Progressing the profession and the careers of our members

- A highly successful IBMS Congress was held in September which achieved a record number of attendees and exhibitors.
- 13 presentations from IBMS Congress 2023 were recorded and promoted to members available for them to watch and record for their continuing professional development (CPD) records.
- The Jen Johnson Bursary ensured that 19 members received funding to attend IBMS Congress 2023.
- The annual two-day The Biomedical Scientist Live virtual event was held again for members to support their learning.
- In March we hosted a Covid Symposium webinar event to reflect on the profession's contribution to the pandemic.
- Our routes to membership were reviewed and approved to include the Diploma of Expert Practice plus an MSc and 5 years relevant professional experience for admittance to the grade of Fellow.
- A 50% discount for Fellows who are or wish to become a Chartered Scientist was approved.
- We welcomed non biomedical scientists working in IT laboratories to membership in order to take the Certificate of Expert Practice.
- 260 candidates across the six IBMS Certificate of Expert Practice (CEP) qualifications passed. This was the largest number to pass in one year and included 17 candidates who passed the IBMS CEP in Laboratory Information Technology and Clinical Informatics, which ran for the first time in 2023.
- 42 candidates sat the Higher Specialist Diploma (HSD) in 2023 and 32 candidates passed, enabling them to upgrade to become a Fellow. Nine training events were delivered to anyone undertaking the qualification.
- 14 candidates sat the Stage C exam for the Advanced Specialist Diploma (ASD) in Histopathology Reporting exam and we launched the ASD in Bowel Screening Histopathology Reporting and ASD in Cervical Histopathology Reporting qualifications.
- 35 candidates sat the Diploma of Expert Practice (DEP) Histological Dissection exam in November 2023. A record 11 candidates sat the ASD in Histological Dissection (4 in breast pathology and 7 in Lower GI pathology) in November 2023.
- Health Education England provided funding training grants totalling over £350,000 to employers in England to support candidates in the IBMS Histopathology, Cytology, HSD and CEP qualifications.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

Progressing the profession and the careers of our members(continued):

- Four online and one in-person Specialist Portfolio Train the Trainer webinars were held to assist laboratory trainers to support their candidates and to encourage members to become specialist portfolio examiners and to provide refresher training for existing examiners.
- There were two training events to train individuals to assist with IBMS laboratory training approval applications, this has resulted in 10 trained assessors and reduced the backlog of applications.
- The military specialist portfolio has been updated to fit the changing requirements of deployed military biomedical scientists and this has been approved by the education committee.
- Our virtual learning platform has been further developed to include online portfolios.
- To support the career progression of support staff via the Certificate of Achievement 167 portfolios and 150 certificates were issued.
- To support the HCPC registration of biomedical scientists we issued 1,273 registration training portfolios and 1,341 Certificates of Competence.
- Eight candidates were enrolled on the Certificate of Competence by Equivalence (Biomedical Scientist) route for 2023, their portfolio and viva assessments will be completed in 2023/24
- To support the career progression of biomedical scientists. 776 non-accredited degree assessments were processed. and 861 specialist portfolios and 379 Specialist Diplomas were issued.
- Through the IBMS CPD system, we validated CPD diplomas for 246 members.
- We welcomed 2,477 new joiners as IBMS members and supported 466 members to upgrade their membership.

Promoting the profession and the successes of our members

- As part of a routes to registration campaign that promotes the IBMS routes to 'Become a biomedical scientist' through HCPC registration a logo for IBMS Accredited degrees was designed and trademarked.
- Four separate part-animated videos that cover each route to HCPC registration and a bespoke webpage, advertising and marketing materials were created to support the campaign to a wider audience.
- The children's charity Harvey's Gang was wound down by the trustees. The IBMS took over the management of the initiative, promoting the tours to the profession which led to a growth in the number of hospitals running the tours across the UK.
- Launched the latest in the series of Sample Journey videos for Healthcare Science Week 2023. The video follows the journey of a semen sample being processed through an andrology department.
- Staff and members attended the National School and College Leavers Festival 2023 and launched the IBMS virtual reality world – a Biomedical Science Space Lab, as well as showcasing the 'Become a biomedical scientist' campaign.
- Welsh language versions of the 'Become a biomedical scientist' marketing materials were created along with the Superlab II comic. IBMS members took part in the Cardiff Science Festival and annual National Eisteddfod cultural festival using the new materials.
- Black History Month was celebrated as we highlighted the contributions our black members make to biomedical science.
- The IBMS's profile post-pandemic grew as it developed a policy and engagement capability at government level meeting MPs from across four nations, attending all party parliamentary group discussions and hosting a panel discussion at a political party conference focused on the impact of diagnostics and the biomedical science workforce.
- An event was held at the House of Lords on Biomedical Science Day to celebrate the profession and engage with stakeholders.
- The sixth annual Biomedical Science Day was held, it was the biggest celebration so far and campaigns were in the top 5 trends on social media all day and reached an audience of over four million people.
- IBMS members were supported to take part in public engagement events throughout the year including at national events for Healthcare Science Week and Biomedical Science Day, providing them with promotional materials and funding to highlight biomedical science to the public.
- Sponsored external national science awards – STEM for Britain and the Advancing Healthcare Awards 'Biomedical Scientist of the Year' award plus Leadership Awards for Northern Ireland and Wales.
- Sponsored a media fellowship placement to enable a member to attend and undertake a 3-week placement with a national media organisation.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

Promoting the profession and the successes of our members (continued):

- The British Journal of Biomedical Science, an IBMS publication, launched 9 special issues that focused on research and the contribution our profession makes to healthcare. We also launched a prize to support biomedical scientists at the start of their research careers and published 29 papers.
- 50-year medals were awarded to 47 members to celebrate their membership of the Institute.
- 17 new Chartered Scientists, 8 Registered Scientists and 6 Registered Science Technicians were admitted to the Science Council registers.

Ensuring organisational robustness

- Commissioned a project to identify a new customer relationship database (CRM) system that will enhance member experience and can be integrated with the new website and other business systems to increase self-service options for members. A preferred supplier has been identified and work will start in early 2024 to scope out our business requirements.
- Undertook technical systems enhancements for data protection and cyber security that included robust testing of the IBMS business continuity plans.
- Various training courses were arranged for managers to attend, including mental health awareness to support staff wellbeing.

The IBMS Council has identified a number of key performance indicators to help monitor the organisation's performance. These include:

- Membership numbers – overall membership numbers increased by 239 or 1.2% from the previous year. The reduction in the number of Fellows was as expected. There was reduction in the number of associate members but growth in the Licentiate and Member grades.
- Educational activity - the number of registration and specialist portfolios issued increased year on year. The number of degree assessments was significantly higher. Turnaround times were broadly on target or ahead of target. There was a full programme of Institute exams in the year, and candidate numbers on the distance-learning qualifications continued to grow.
- Financial performance- the surplus on income and expenditure was higher than expected in 2023. The surplus on Congress exceeded expectations. Education income exceeded target but strategy expenditure significantly lower than planned. There was a positive return from the investment portfolio of £826,000 despite significant turbulence in the investment markets during the year.
- Staff turnover and sickness levels – sickness levels remained in line with expectations for an organisation of this size. Staff turnover was higher than expected, particularly in the education and membership teams. The job market remained very competitive during the year.

Financial Review

The combined results of the Institute and its subsidiary are shown on pages 14 to 17 of the financial statements. The Institute is a non-profit making organisation and accordingly no dividends are proposed.

The Group Statement of Financial Activities on page 14 shows net income of £1,046,000, which included a gain on listed investments of £765,847. Funds are invested across a number of pooled funds to achieve a targeted total return and the year-end position is reported in note 7a. The investment portfolio generated a positive return of 7.8% after fees for the year. The turbulence in the financial markets from worldwide political and economic events continued during the year. The turbulence in the financial markets is expected to continue for some time.

Total income increased by 9% compared to the previous year. Income included the sales from Congress 2023 and HEE grant income (restricted funds) to cover the grants made to support candidates on some Institute qualifications. Income for portfolios, assessments and accreditations was 27% up on the prior year and income from qualifications was up 24%. Membership income was slightly lower than the previous year despite a small growth in membership numbers. This was due to the changes in member numbers in the different grades.

Council Members' Report (continued)

Financial Review (continued)

Total expenditure increased by 20% compared to the previous year. This included the costs of Congress 2023 and the HEE grants paid to employers which were both higher than 2022. There were costs associated with supporting the publication of the Biomedical Scientist magazine, implementing a digital system to support the registration portfolio qualification and developing digital resources to promote the routes to registration.

The increase in funds for the year has been transferred to reserves.

IBMS (Professional Services) Ltd made a profit before tax of £661,695 (2022: profit £576,208). The profit was in line with the directors' expectations as there was a Congress event during the year. The directors agreed to make a gift aid payment to the Institute in 2024 to reduce the corporation tax liability to £nil.

Grant-Making Policy

The Education and Professional Standards Committee has delegated responsibility to agree the annual programme of research grants. It makes a detailed assessment of each application. Grants this year totalled £14,428 (2022: £15,376). All grants during the current and preceding year were made to individuals in order to further their biomedical research. The Committee administered the Mary Macdonald award which was awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £123 (2022: £882) as there was a Congress event in both years.

The Membership and Marketing Committee administer the Jen Johnson bursary which is awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £15,004 (2022: £14,593) as there was a Congress event in both years.

Remuneration Policy

The Institute's policy is to provide competitive rewards to attract and retain high performing individuals whose contribution will enhance member value while ensuring rewards remain appropriate and proportionate when compared to market practice. The Institute aims to position salaries at the median of comparator groups. Benchmarking is undertaken periodically and appropriate judgement is applied in evaluating market data. This policy has been agreed by the Remuneration Committee.

The Remuneration Committee is responsible for setting the salary of the Chief Executive. The salaries of the other key management personnel are set by the Chief Executive following consultation with the Officers.

Reserves Policy

The Institute's reserves policy focuses on the level of "free reserves". Free reserves exclude the net book value of the Institute's tangible fixed assets (primarily the property used and occupied at Coldbath Square), investment properties and any designated reserves. There are no restricted fund balances in this year or the prior year, but these would also be excluded, should there be any, in determining "free reserves".

The reserves policy is reviewed regularly by Council on the basis of the financial impact of the current risks facing the Institute.

The Institute seeks to maintain free reserves to manage the risks to which it is exposed in the course of its business, including but not limited to safeguarding against fluctuations in its membership revenue.

Council considers that in order to meet these needs, and to operate effectively and be able to operate with minimum disruption, the Institute needs free reserves of approximately £5.5 million.

The Institute's free reserves were £15.736 million at 31 December 2023 (2022: £14.287 million).

Council has agreed that if reserves fall by more than 10% below the target, it will consider what action is required to increase the level of reserves held.

Council Members' Report (continued)

Future Plans

The Institute plans for a deficit of up to £100,000 on an ongoing basis i.e. excluding strategy costs, Congress and any significant one off costs. The deficit will be funded from the surplus generated by the biennial Congress event.

Future plans include providing better support, information and services for members through a variety of methods, including improved publications and greater online resources. For more information and a detailed review of future plans, see the Institute's strategy and the Institute's Members' Report which are both available on the website.

Council Members' Accounting and Reporting Responsibilities

The Council members (who are also directors of the Institute of Biomedical Science for the purposes of company law) are responsible for preparing the Council's 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 Council members 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 group as at the balance sheet date, and of the charitable company and group's incoming resources and application of resources, including income and expenditure, for that period. In preparing those 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 accounting 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 business.

The Council members are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charitable company's Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council Members are responsible for the maintenance and integrity of the corporate and financial information included on 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.

The following statements have been affirmed by each of the Council Members of the charitable company:

- so far as each Council member is aware, there is no relevant audit information (that is, information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- each Council member has taken all the steps that they ought to have taken as a Council member in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Council Members' Report (continued)

Auditors

Haysmacintyre LLP were re-appointed as auditors during the year and offer themselves for re-appointment at the forthcoming Annual General Meeting.

Small Company Exemptions

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

Approved by Council on 19 April 2024 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer



D Wells
Chief Executive and Company Secretary

Independent Auditors' Report to the Members of the Institute of Biomedical Science

Opinion

We have audited the financial statements of the Institute of Biomedical Science for the year ended 31 December 2023 which comprise of the Consolidated Statement of Financial Activities, Consolidated Balance Sheet and the Charity Balance Sheet, the Consolidated Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 December 2023 and of the group's and parent charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Council Members' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 9, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

Based on our understanding of the group and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to GDPR and Health and Safety legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, income tax, payroll tax and sales tax.

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to revenue and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year, including during the continued Covid-19 remote working period
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Audit Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



*Kathryn Burton (Senior statutory auditor)
for and on behalf of Haysmacintyre LLP, Statutory
Auditor*

*10 Queen Street Place
London
EC4R 1AG*

Date: 23rd April 2024

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2023
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,380,586	-	2,380,586	2,390,123
Qualifications		395,383	384,214	779,597	629,775
Portfolios, assessments and accreditations		476,927	-	476,927	373,983
Publications		1,900	-	1,900	6,671
Regions, branches and discussion groups	2	16,073	-	16,073	121,031
Other income		2,449	-	2,449	2,110
<u>Congress and other trading activities</u>	7c	1,895,041	-	1,895,041	1,600,093
<u>Investments</u>					
Listed investment income		164,221	-	164,221	196,220
Property rental		62,981	-	62,981	63,107
Bank interest		130,501	-	130,501	29,361
Total Income		5,526,062	384,214	5,910,276	5,412,474
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		1,340,958	-	1,340,958	1,120,784
Investment management fees		81,032	-	81,032	79,489
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,588,216	384,214	1,972,430	1,656,514
Publications	3	222,210	-	222,210	109,312
Regions, branches and discussion groups	2,3	116,597	-	116,597	191,134
Member events, representation and benefits	3	1,559,448	-	1,559,448	1,232,172
Grants and prizes		37,448	-	37,448	38,043
Total Expenditure		4,945,909	384,214	5,330,123	4,427,448
Net gains / (losses) on investments		765,847	-	765,847	(1,310,233)
Net income / (expenditure)		1,346,000	-	1,346,000	(325,207)
Other recognised gains / (losses)					
Loss on revaluation of investment property		(300,000)	-	(300,000)	-
NET MOVEMENT IN FUNDS FOR THE YEAR		1,046,000	-	1,046,000	(325,207)
Total funds brought forward		16,755,848	-	16,755,848	17,081,055
Total funds carried forward	13,14	17,801,848	-	17,801,848	16,755,848

All activities are continuing and there are no other recognised gains and losses other than those recognised above.

A comparative Statement of Financial Activity can be found in Note 20

A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019.

The notes on pages 18 to 32 form part of these financial statements.

Consolidated Balance Sheet as at 31 December 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	6	1,179,287	1,267,207
Listed investments	7a	11,425,990	10,600,327
Investment property	8	850,000	1,150,000
		<u>13,455,277</u>	<u>13,017,534</u>
Current Assets			
Stock		356	975
Debtors	9	470,445	798,931
Listed Investments – Money Market Deposits	7b	1,023,372	-
Cash at bank and in hand		4,722,030	4,829,540
		<u>6,216,203</u>	<u>5,629,446</u>
Creditors: amounts falling due within one year	10	(1,869,632)	(1,891,132)
		<u>4,346,571</u>	<u>3,738,314</u>
Net Current Assets			
		<u>4,346,571</u>	<u>3,738,314</u>
Total assets less current liabilities		<u>17,801,848</u>	<u>16,755,848</u>
Net Assets		<u>17,801,848</u>	<u>16,755,848</u>
Unrestricted Funds			
Accumulated fund		16,222,143	14,996,897
Designated fund		36,992	51,996
Listed investment revaluation reserve		1,118,180	982,422
Investment property revaluation reserve		424,533	724,533
	12,13	<u>17,801,848</u>	<u>16,755,848</u>

Approved and authorised for issue by Council on 19 April 2024 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer

The notes on pages 18 to 32 form part of these financial statements.

Charity Balance Sheet as at 31 December 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	6	1,179,287	1,267,207
Listed investments	7a	11,426,990	10,601,327
Investment property	8	850,000	1,150,000
		<u>13,456,277</u>	<u>13,018,534</u>
Current Assets			
Stock		356	975
Debtors	9	461,945	544,223
Listed Investments – Money Market Deposits	7b	1,023,372	-
Cash at bank and in hand		3,397,268	3,876,888
		<u>4,882,941</u>	<u>4,422,086</u>
Creditors: amounts falling due within one year	10	(1,520,245)	(1,514,662)
		<u>3,362,696</u>	<u>2,907,424</u>
Net Current Assets			
		<u>3,362,696</u>	<u>2,907,424</u>
Total assets less current liabilities		<u>16,818,973</u>	<u>15,925,958</u>
Net Assets		<u>16,818,973</u>	<u>15,925,958</u>
Unrestricted Funds			
Accumulated fund		15,239,268	14,167,007
Designated fund		36,992	51,996
Listed investment revaluation reserve		1,118,180	982,422
Investment property revaluation reserve		424,533	724,533
	12	<u>16,818,973</u>	<u>15,925,958</u>

The net movement in funds for the year for the charitable company, excluding the subsidiary, was a surplus of £893,014 (2022: deficit £901,414).

Approved by Council and authorised for issue on 19 April 2024 and signed on their behalf by:



J Andrew
President



N Coles
Treasurer

The notes on pages 18 to 32 form part of these financial statements.

Consolidated Statement of Cash Flows for the Year Ended 31 December 2023

	Notes	2023 £	2022 £
Reconciliation of net income / (expenditure) to cash flow from operating activities			
Net income / (expenditure) for the year (as per Statement of Financial Activities)		1,346,000	(325,207)
<i>Adjustments for:</i>			
Depreciation of property, plant and equipment	6	118,878	115,901
(Gains) / losses on investments		(765,847)	1,310,233
Loss / (profit) on sale of fixed asset		-	2,495
Listed investment income and bank interest		(294,722)	(225,581)
Property rental		(62,981)	(63,107)
Decrease / (increase) in stock		619	-
Decrease / (increase) in debtors	9	328,486	(100,914)
(Decrease) / increase in creditors	10	(21,500)	(882,080)
Net cash provided by operating activities		<u>648,933</u>	<u>(168,260)</u>
Cash flows from investing activities			
Listed investment income and bank interest		294,722	225,581
Property rental		62,981	63,107
Purchase of property, plant and equipment	6	(30,958)	(90,440)
Purchase of investments		(7,999,327)	(7,310,732)
Disposal of investments		8,016,126	6,730,185
(Increase) / decrease in cash in investment portfolio		(101,632)	463,817
(Increase) / decrease in cash in money market deposits		(998,355)	-
Net cash (used in) / provided by investing activities		<u>(756,443)</u>	<u>81,518</u>
Change in cash and cash equivalents in the reporting period		<u>(107,510)</u>	<u>(86,742)</u>
Cash and cash equivalents at start of year		4,829,540	4,916,282
Cash and cash equivalents at end of year		<u>4,722,030</u>	<u>4,829,540</u>
Components of cash and cash equivalents			
Cash at bank and in hand		1,703,032	1,810,769
Short term deposits		3,018,998	3,018,771
		<u>4,722,030</u>	<u>4,829,540</u>

Analysis of change in net debt

There are no debts held, the net debt relates only to cash and cash equivalents

	2023 £	2022 £
Cash and cash equivalents at start of year	4,829,540	4,916,282
Cash flows	<u>(107,510)</u>	<u>(86,742)</u>
Cash and cash equivalents at end of year	<u>4,722,030</u>	<u>4,829,540</u>

The notes on pages 18 to 32 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 - Accounting Policies

Statutory Information

The Institute of Biomedical Science is a private company, limited by guarantee, domiciled in England and Wales, registration number 377268. It is also a charity registered with the Charity Commission for England and Wales, number 261926. The registered office is 12, Coldbath Square, London EC1R 5HL.

The Institute is a charitable company limited by the guarantee of its members to a maximum of £1 per member on winding up.

Statement of compliance

The financial statements are prepared under the historical cost convention as modified to include the revaluation of investments at fair value. The format of the financial statements has been presented to comply with the Companies Act 2006, FRS102 The Financial Reporting Standard applicable in the UK and Ireland and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2019).

The financial statements are presented in sterling and reflect the results which are all from continuing activities.

The Institute is a Public Benefit Entity as defined by FRS102.

Going concern

In assessing the Institute's ability to continue as a going concern, the Council members have considered whether there are any material uncertainties affecting the Institute's ability to continue as a going concern, the organisation's liquidity position and reviewed cash flow forecasts for the foreseeable future. In addition to its cash reserves, it has an investment portfolio to draw upon and two properties, with no external debt or security.

The Institute has prepared a cash flow forecast covering at least twelve months from the date of signing the accounts. The forecast indicates that the Institute will have sufficient cash reserves to meet its obligations without the need to draw on its investment portfolio.

The Council members continue to adopt the going concern basis in preparing the accounts.

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charity's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Although these estimates are based on management's best knowledge of the amount, events or actions, actual results may ultimately differ from those estimates. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects current and future periods. The Council consider the following items to be areas subject to estimation and judgement:

Depreciation: - the useful economic lives of tangible fixed assets are based on management's judgement and experience. When management identifies that the actual useful economic lives differ materially from the estimates used to calculate depreciation, that charge is adjusted retrospectively. Although tangible fixed assets are significant, variances between actual and estimated useful economic lives will not have a material impact on the operating results.

Investment property: - The principal assumptions used to value the investment property are those as set out in note 8.

In the view of the Council members, no assumptions concerning the future or estimation uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**1 - Accounting Policies (continued)****Basis of consolidation**

These financial statements consolidate the results of the Institute and its wholly owned subsidiary, Institute of Biomedical Science (Professional Services) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019. The charity's income for the year amounted to £4,593,027 (2022: £3,894,485). The charity's net movement in funds for the year was an increase of £893,014 (2022: reduction £901,414).

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Group's financial statements.

Fund accounting

Funds received for a specified purpose are shown as restricted income in the Statement of Financial Activities. Any such income not spent at the year-end is shown as a restricted fund in the balance sheet.

The Institute has unrestricted funds made up of membership subscriptions, income from educational activities and other income received or generated for its charitable purposes. These are available for trustees to utilise at their discretion and in line with the charity's objects.

Unrestricted funds which the trustees have agreed to set aside for a specific purpose are shown as designated funds on the balance sheet.

Income

All income is recognised once the Institute is entitled to the income, it is probable that the income will be received and can be quantified with reasonable accuracy.

Subscriptions comprise approved membership applications for the various categories of membership. Subscriptions received which relate to a future financial period are included in the balance sheet as deferred income.

Qualifications comprise the charge made for courses and qualifications provided by the Institute. Any income relating to courses or exam sittings occurring after the balance sheet date is included in the balance sheet as deferred income.

Registrations comprise the fees for accrediting an individual member's portfolio of experience and the fees for the accrediting of biomedical science courses run by educational institutions. The income is recognised at the point of registration.

Regions and branches comprise the income generated locally (mainly from local training events) by the regions and branches to run discussion groups and meetings.

Property rental comprises the income received from renting out the building at No5 Coldbath Square. Income which has been invoiced but relates to a future financial period is included in the balance sheet as deferred income.

Trading activities comprise the income generated by IBMS (Professional Services) Ltd. It consists of income from running events (mainly Congress, a biennial event), providing secretarial support to other organisations and hire of meeting room facilities. Income received for events which are taking place after the balance sheet date is included in the balance sheet as deferred income.

Interest and investment income is recognised on a receivable basis.

Expenditure

Expenditure is included on an accruals basis where there is a legal or constructive obligation to make a payment to a third party and the amount can be measured reliably. Expenditure is either directly attributed to a cost category, or apportioned on a basis consistent with the use of the resources.

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

1 - Accounting Policies (continued)

Expenditure (continued)

Expenditure on charitable activities includes the cost of delivering education and other services to members for the benefit of the profession along with the associated support costs.

Expenditure on trading activities comprises the costs incurred by IBMS (Professional Services Ltd) and allocated support costs.

Support costs comprise the costs which cannot be directly attributed to a particular activity in the Statement of Financial Activity and include governance costs. Support costs are apportioned between the various activities according to the estimated usage of staff resource.

Grants

Grants payable are charged in the year when the offer is conveyed to the recipient except where the offer is conditional and such grants are recognised as expenditure when the conditions have been met.

Listed investments

Listed investments are shown at their fair value at the balance sheet date. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Investment property

Investment properties are disclosed at their fair market value at the balance sheet date based on an arm's length transaction. Any increase or decrease in value is reflected in the Statement of Financial Activities.

A full valuation is undertaken every three years. The valuation is reviewed annually in the intervening years.

Tangible fixed assets and depreciation

Assets with a useful economic life of more than one year and a value of over £500 are capitalised.

Tangible fixed assets have been depreciated so as to write assets off over their estimated useful lives at the following rates:

Freehold property:	2% per annum on a straight line basis
Furniture, fixtures and fittings:	10% per annum on a straight line basis
Computers:	20% to 33.33% per annum on a straight line basis
Assets under construction:	Nil depreciation until assets are ready for use

Pension schemes

The Institute operated two defined contribution (DC) pension schemes during the year. See note 14.

The cost of the DC schemes is charged to the Statement of Financial Activities is equal to the Institute's contribution payable to the schemes during the year.

The Defined Benefit scheme was wound up on 17 May 2021.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**1 - Accounting Policies (continued)****Short term benefits**

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in accordance with FRS 102.

Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future entitlement and accrued at the balance sheet date.

Taxation

Tax is provided on the taxable profits retained in the trading subsidiary.

Gift Aid

The Institute of Biomedical Science (Professional Services) Ltd donates the taxable profit arising from its trading activity to the parent entity. The donation is recognised when paid or there is a legal obligation to make the payment.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, trade and fee debtors, staff loans, other debtors, prepayments and accrued income and amounts owed by group undertakings. A specific provision is made for debts for which recoverability is in doubt. Cash and cash equivalents are defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise deposits, fees in advance, trade creditors, other creditors and amounts owed to group undertakings.

Stock

The value of medals held in stock to recognise members' long service is stated at the lower of cost and their net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due for the provision of services delivered. Prepayments are recognised at the amount prepaid or the amount paid in advance.

Creditors

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

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and highly liquid interest-bearing securities with maturities of three months or less.

Irrecoverable VAT

Irrecoverable VAT is charged to the Income and Expenditure account for the period to which it relates.

2 – Regions, Branches and Discussion Groups

Regions, branches and discussion groups run activities that raise money locally and incur costs. Regions and branches were allocated a budget for their activity for the year. The balances remaining in bank accounts for discussion groups at the year-end of £246,693 (2022: £231,339) are included in the balance sheet. The costs include an apportionment of support costs (note 3) based on an assessment of staff resources used.

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

3 - Total Expenditure

	Direct costs	Support costs	Total 2023
	£	£	£
Trading activities	1,268,942	72,016	1,340,958
Investment management fees	81,032	-	81,032
Education, qualifications and registration	1,371,675	600,755	1,972,430
Publications	208,271	13,939	222,210
Regions, branches & discussion groups	95,689	20,908	116,597
Membership events, representation and benefits	1,104,583	454,865	1,559,448
Grants & prizes	37,448	-	37,448
Total Expenditure	4,167,640	1,162,483	5,330,123

Grants made during the current year totalled £29,555 to 24 individuals. In 2022 they totalled £30,851 to 27 individuals.

	Direct costs	Support costs	Total 2022
	£	£	£
Trading activities	1,039,827	80,957	1,120,784
Investment management fees	79,489	-	79,489
Education, qualifications and registration	1,128,992	527,522	1,656,514
Publications	93,643	15,669	109,312
Regions, branches & discussion groups	167,630	23,504	191,134
Membership events, representation and benefits	812,767	419,405	1,232,172
Grants & prizes	38,043	-	38,043
Total Expenditure	3,360,391	1,067,057	4,427,448

Support Costs

	2023	2022
	£	£
People costs	529,949	482,872
Office running costs	181,437	146,151
IT & website	183,339	146,322
Irrecoverable VAT	46,426	66,862
Depreciation	118,878	115,901
Other costs	46,035	50,136
<u>Governance</u>		
Council and committees	38,619	42,563
Audit	17,800	16,250
	1,162,483	1,067,057

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

4 - Staff Costs

	2023	2022
	£	£
Salaries and wages	1,504,651	1,280,653
Social security	165,954	149,748
Employer pension contributions – DC schemes	123,163	105,005
Temporary staff	133,768	170,089
Life assurance	5,086	4,801
Staff expenses	11,754	8,861
Recruitment and training	27,501	43,198
	<u>1,971,877</u>	<u>1,762,355</u>

The average number of employees in the period was: 32 27

The number of staff whose annual emoluments in the period fell within the following bands were:

£60,000 to	£70,000	3	-
£70,000 to	£80,000	1	2
£80,000 to	£90,000	3	1
£130,000 to	£140,000	1	1

The Council consider the key management personnel for the Institute to be themselves, the Chief Executive, Deputy Chief Executive and the four executive team heads. The remuneration and benefits (included above) received by the key management personnel in employment during the year was £643,300 (2022: £616,2221).

None of the Council members received any emoluments or benefits from the Institute during the period for undertaking the role. Total costs of travel, accommodation and out of pocket expenses incurred during the period on the Institute’s business by 21 Council members (2022: 22 Council members) amounted to £32,999 (2022: £29,932).

5 – Net Income for the Year

This is stated after charging:

	2023	2022
	£	£
Auditors remuneration:		
Audit fee for the group (excluding VAT)	23,500	21,450
Other services (excluding VAT)	3,800	3,450
Depreciation	118,878	115,901
Operating leases	<u>2,932</u>	<u>2,325</u>

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

6 - Tangible Fixed Assets

Group and Charity	Freehold Property	Furniture, Fixtures & Fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2023	800,000	634,824	366,201	1,801,025
Additions	-	1,235	29,723	30,958
Disposals	-	-	(1,474)	(1,474)
At 31 December 2023	<u>800,000</u>	<u>636,059</u>	<u>394,450</u>	<u>1,830,509</u>
Depreciation				
At 1 January 2023	57,333	203,116	273,369	533,818
Charge for the year	16,000	63,351	39,527	118,878
Disposals	-	-	(1,474)	(1,474)
At 31 December 2023	<u>73,333</u>	<u>266,467</u>	<u>311,422</u>	<u>651,222</u>
Net Book Value				
At 31 December 2023	<u>726,667</u>	<u>369,592</u>	<u>83,028</u>	<u>1,179,287</u>
At 31 December 2022	<u>742,667</u>	<u>431,708</u>	<u>92,832</u>	<u>1,267,207</u>

7a – Listed and Unlisted Investments

	Group		Charity	
	2023 £	2022 £	2023 £	2022 £
Fixed Asset Listed investments - valuation				
As at 1 January	10,372,818	11,102,504	10,372,818	11,102,504
Additions	7,999,327	7,310,732	7,999,327	7,310,732
Disposals	(8,016,126)	(6,730,185)	(8,016,126)	(6,730,185)
Realised (losses) / gains	(42,968)	(684,127)	(42,968)	(684,127)
Unrealised gains / (losses)	783,798	(626,106)	783,798	(626,106)
At 31 December	<u>11,096,849</u>	<u>10,372,818</u>	<u>11,096,849</u>	<u>10,372,818</u>
Investment in subsidiary	-	-	1,000	1,000
Cash held as investments at period end	329,141	227,509	329,141	227,509
Total investments	<u>11,425,990</u>	<u>10,600,327</u>	<u>11,426,990</u>	<u>10,601,327</u>

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

7a – Listed and Unlisted Investments (continued)

The market values of the group's fixed asset listed investments on the UK Stock exchange were:

	2023	2022
	£	£
Managed funds – UK equities	103,435	1,410,271
Managed funds – overseas equities	7,165,131	6,384,746
Managed funds – alternative strategies	1,485,399	893,610
Managed funds – fixed interest securities	1,990,703	1,684,191
Managed funds – multi-asset funds	336,733	-
Managed funds – commodities	15,448	-
Sub-total	<u>11,096,849</u>	<u>10,372,818</u>
Cash held in the investment portfolio	<u>329,141</u>	<u>227,509</u>
	<u><u>11,425,990</u></u>	<u><u>10,600,327</u></u>

The historical cost of the fixed asset listed investments was £10,370,211 (2022: £10,329,957).

7b Current Asset Listed Investments

Group and Charity

Valuation	2023	2022
	£	£
As at 1 January	-	-
Additions	997,000	-
Unrealised gains / (losses)	25,017	-
Sub-total	<u>1,022,017</u>	-
Cash held as investment at period end	<u>1,355</u>	-
Total investment	<u><u>1,023,372</u></u>	<u><u>-</u></u>

The market value of the current asset listed investments for the group and charity were:

	2023	2022
	£	£
Managed funds – money market deposits	<u>1,022,017</u>	-
Sub-total	<u>1,022,017</u>	-
Cash held in the investment portfolio	<u>1,355</u>	-
	<u><u>1,023,372</u></u>	<u><u>-</u></u>

Other investments in the charitable company accounts were:

	2023	2022
	£	£
Unlisted investments comprising of:		
Institute of Biomedical Science (Professional Services) Ltd		
1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>

7c - Subsidiary

The investment in the Institute of Biomedical Science (Professional Services) Limited represents 100% of that Company's ordinary share capital and is therefore a subsidiary undertaking. The subsidiary is registered in England and Wales and the registered office is 12, Coldbath square, London EC1R 5HL.

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

7c – Subsidiary (continued)

The Institute of Biomedical Science (Professional Services) Limited made a qualifying charitable donation of £508,710 (2022: £nil) to its parent company, the Institute of Biomedical Science. The assets, liabilities and funds of the subsidiary were:

	2023	2022
	£	£
Assets	1,451,117	1,232,633
Liabilities	<u>(467,242)</u>	<u>(401,743)</u>
	<u>983,875</u>	<u>830,890</u>
Representing:		
Share Capital	1,000	1,000
Profit and Loss account	<u>982,875</u>	<u>829,890</u>
	<u>983,875</u>	<u>830,890</u>

Details of the subsidiary's profit and loss accounts are as follows:

	2023	2022
	£	£
Turnover	1,895,041	1,600,093
Cost of sales	<u>(1,235,497)</u>	<u>(1,013,093)</u>
Gross profit / (loss)	659,544	587,000
Interest receivable	16,488	1,865
Administrative expenses	<u>(14,337)</u>	<u>(12,657)</u>
	661,695	576,208
Corporation Tax	-	-
Gift aid donation to parent undertaking	<u>(508,710)</u>	<u>-</u>
Movement on profit and loss account for the year	<u>152,985</u>	<u>576,208</u>

This subsidiary has been formed to deal with activities that are regarded as trading. Such activities include receiving income from trade exhibitions.

8 – Investment property – No5 Coldbath Square

Group and Charity	2023	2022
	£	£
As at 1 January	1,150,000	1,150,000
Unrealised (loss) / gains	<u>(300,000)</u>	<u>-</u>
At 31 December	<u>850,000</u>	<u>1,150,000</u>

The property was independently valued in December 2023 in accordance with the appropriate practice statement set out in the RICS Appraisal and Valuation Manual. The person who undertook the valuation holds a recognised and relevant professional qualification and has knowledge of properties in the area.

The property was valued at market value, which is defined as “the estimated amount for which a property should exchange on the date of the Valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing wherein the parties had acted knowledgeably, prudently and without compulsion”.

The next full valuation will be undertaken in December 2026. In the interim, the value will be reviewed and updated by an independent property professional.

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

9 – Debtors

	2023		2022	
	Group £	Charity £	Group £	Charity £
Trade debtors	101,899	93,399	489,507	363,295
Prepayments	216,675	216,675	299,427	145,658
Taxation and social security	145,590	145,590	-	-
Accrued income	6,281	6,281	9,997	9,997
Amounts owed from group undertakings	-	-	-	25,273
Total	470,445	461,945	798,931	544,223

Intercompany balances arise in the normal course of trading and as a result of the group VAT registration.

10 – Creditors

Amounts Falling Due Within One Year

	2023		2022	
	Group £	Charity £	Group £	Charity £
Deferred income	1,136,266	1,136,266	1,594,256	1,238,607
Trade creditors	512,924	56,179	84,889	73,118
Taxation and social security costs	51,372	51,372	45,075	45,075
Accruals	129,859	120,359	121,089	112,439
Other creditors	39,211	38,214	45,823	45,423
Amounts owed to group undertakings	-	117,855	-	-
	1,869,632	1,520,245	1,891,132	1,514,662

11 – Deferred Income

	2023		2022	
	Group £	Charity £	Group £	Charity £
Balance brought forward	1,594,256	1,238,607	2,388,573	1,172,898
Amounts released to SOFA in current year	(1,260,623)	(904,974)	(1,917,808)	(702,133)
Amounts deferred in the current year	802,633	802,633	1,123,491	767,842
Balance carried forward	1,136,266	1,136,266	1,594,256	1,238,607

Deferred income includes amounts received for membership subscriptions, qualifications and Congress which relate to a future accounting period. The balance also includes funds received from Health Education England for the histopathology reporting project and advanced practice project which have not yet been recognised as income.

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

12 - Reconciliation of Movements in Funds

Group	At 01/01/2023 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2023 £
Restricted Funds						
HEE Histopathology project	-	384,214	(384,214)	-	-	-
Total restricted funds	-	384,214	(384,214)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	51,996	-	(15,004)	-	-	36,992
Total designated funds	51,996	-	(15,004)	-	-	36,992
Accumulated funds	14,996,897	5,526,062	(4,930,905)	(42,968)	673,057	16,222,143
Listed investment revaluation reserve	982,422	-	-	808,815	(673,057)	1,118,180
Investment property revaluation reserve	724,533	-	-	(300,000)	-	424,533
Total unrestricted funds	16,755,848	5,526,062	(4,945,909)	465,847	-	17,801,848
	16,755,848	5,910,276	(5,330,123)	465,847	-	17,801,848

Group	At 01/01/2022 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2022 £
Restricted Funds						
HEE Histopathology project	-	285,069	(285,069)	-	-	-
Total restricted funds	-	285,069	(285,069)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	(14,593)	-	-	51,996
Total designated funds	66,589	-	(14,593)	-	-	51,996
Accumulated funds	14,681,404	5,127,405	(4,127,786)	(684,126)	-	14,996,897
Listed investment revaluation reserve	1,608,529	-	-	(626,107)	-	982,422
Investment property revaluation reserve	724,533	-	-	-	-	724,533
Total unrestricted funds	17,081,055	5,127,405	(4,142,379)	(1,310,233)	-	16,755,848
	17,081,055	5,412,474	(4,427,448)	(1,310,233)	-	16,755,848

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

12 – Reconciliation of Movements in Funds (continued)

Charity	At 01/01/2023 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2023 £
Restricted Funds						
HEE Histopathology project	-	384,214	(384,214)	-	-	-
Total restricted funds	-	384,214	(384,214)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	51,996	-	(15,004)	-	-	36,992
Total designated funds	51,996	-	(15,004)	-	-	36,992
Accumulated funds	14,167,007	4,208,813	(3,766,641)	(42,968)	673,057	15,239,268
Listed investment revaluation reserve	982,422	-	-	808,815	(673,057)	1,118,180
Investment property revaluation reserve	724,533	-	-	(300,000)	-	424,533
Total unrestricted funds	15,925,958	4,208,813	(3,781,645)	465,847	-	16,818,973
	15,925,958	4,593,027	(4,165,859)	465,847	-	16,818,973

Charity	At 01/01/2022 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2022 £
Restricted Funds						
HEE Histopathology project	-	285,069	(285,069)	-	-	-
Total restricted funds	-	285,069	(285,069)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	(14,593)	-	-	51,996
Total designated funds	66,589	-	(14,593)	-	-	51,996
Accumulated funds	14,427,722	3,609,416	(3,186,005)	(684,126)	-	14,167,007
Listed investment revaluation reserve	1,608,529	-	-	(626,107)	-	982,422
Investment property revaluation reserve	724,533	-	-	-	-	724,533
Total unrestricted funds	16,827,373	3,609,416	(3,200,598)	(1,310,233)	-	15,925,958
	16,827,373	3,894,485	(3,485,667)	(1,310,233)	-	15,925,958

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

12 – Reconciliation of Movements in Funds (continued)

The listed investment revaluation reserve represents the aggregate unrealised gains / (losses) on the fixed asset investment portfolio and current asset money market investments.

The investment property revaluation reserve represents the aggregate unrealised gains / (losses) on the investment property.

The Jen Johnson bursary gives successful applicants the opportunity to attend Congress (a biennial event) by providing help with the costs.

The Statement of Financial Activities of the Institute of Biomedical Science does not, in the opinion of the Council, reflect the group's total activities without the consolidation of its subsidiary undertaking's results. The Institute has, therefore, produced the group Statement of Financial Activities Account but, as permitted by the Companies Act 2006 and the Charities SORP, has not included the charitable company's own Statement of Financial Activities Account.

13 – Analysis of Net Assets Between Funds

	2023	2023	2023
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,179,287	-	1,179,287
Fixed Asset Listed investments	11,425,990	-	11,425,990
Investment property	850,000	-	850,000
Current assets	5,642,570	573,633	6,216,203
Current liabilities	(1,295,999)	(573,633)	(1,869,632)
	17,801,848	-	17,801,848
	2022	2022	2022
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,267,207	-	1,267,207
Fixed Asset Listed investments	10,600,327	-	10,600,327
Investment property	1,150,000	-	1,150,000
Current assets	4,908,681	720,765	5,629,446
Current liabilities	(1,170,367)	(720,765)	(1,891,132)
	16,755,848	-	16,755,848

14 - Pension Schemes

The Institute operates a defined contribution scheme with Royal London to meet the requirements of the Auto Enrolment legislation. The Institute pays a contribution of 6% of salary during the employee's probation period. On successful completion of the probation period the Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary.

The Institute operates a defined contribution scheme with AEGON. The Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary. The scheme is now closed to new entrants.

Total employer contributions into the defined contribution schemes in the year were £123,163 (2022: £105,005).

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

14 - Pension Schemes (continued)

There were employer and employee contributions totalling £nil (2022: £nil) outstanding at the year end.

15 – Auditors’ Remuneration

The auditors’ remuneration (excl. VAT) for the period for the charity was £17,800 (2022: £16,250). In addition, the auditors provided audit and corporation tax services to Institute of Biomedical Science (Professional Services) Ltd which were subject to a separate agreement.

16 – Capital Commitments

There were no capital commitments (2022: £nil) at the year end.

At the year end the Institute was negotiating a contract to replace the CRM system. A contract was signed in January 2024.

17 – Post Balance Sheet Events

There were no post balance sheet events.

18 – Related Party Transactions

The Institute owns 100% of the share capital in Institute of Biomedical Science (Professional Services) Ltd and its results are consolidated into these financial statements.

During the year 6 members of Council received payments totalling of £4,434 (2022: £5,030 for 7 Council members) for providing professional examination, accreditation and assessment services. In addition, payments totalling £1,389 (2022: £1,354) were paid to the spouse of a member of the senior management team for providing professional examination services. The payments were on the same basis as that made to others providing the same services.

The spouse of a member of the senior management team was deputy editor of the BJBS and received a payment of £600 (2022: £600). The payment was made on the same basis as that made to others providing the same services.

Two members of the senior management team were also trustees of the Science Council. During the year the Institute incurred costs of £97,020 (2022: £101,298) from the Science Council. The costs related to membership and registration services.

A member of the senior management team is also a director of the International Federation of Biomedical Laboratory Science (IFBLS). The cost of travel, accommodation and out of pocket expenses related to this role is met by IFBLS. The cost of the IFBLS subscription paid by the Institute for the year was £7,413 (2022: £7,631).

19 – Lessor Operating Lease Commitments

The charity has entered into a non-cancellable operating lease as lessor for which the total of future minimum lease payments receivable (excluding VAT) as follows:

	2023	2022
	£	£
Within one year	62,400	10,600
Later than one year but within five years	10,770	-
Total	73,170	10,600

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)
20 – Comparative Statement of Financial Activity
**Consolidated Statement of Financial Activities for the Year Ended 31 December 2022
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,390,123	-	2,390,123	2,440,341
Qualifications		344,706	285,069	629,775	390,696
Portfolios, assessments and accreditations		373,983	-	373,983	327,929
Publications		6,671	-	6,671	34,674
Regions, branches and discussion groups	2	121,031	-	121,031	6,633
Other income		2,110	-	2,110	572
<u>Congress and other trading activities</u>	7b	1,600,093	-	1,600,093	27,949
<u>Investments</u>					
Listed investment income		196,220	-	196,220	177,097
Property rental		63,107	-	63,107	64,237
Bank interest		29,361	-	29,361	1,130
Total Income		5,127,405	285,069	5,412,474	3,471,258
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		1,120,784	-	1,120,784	143,078
Investment management fees		79,489	-	79,489	82,726
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,371,445	285,069	1,656,514	1,320,800
Publications	3	109,312	-	109,312	99,977
Regions, branches and discussion groups	2,3	191,134	-	191,134	66,872
Member events, representation and benefits	3	1,232,172	-	1,232,172	1,421,822
Grants and prizes		38,043	-	38,043	30,296
Total Expenditure		4,142,379	285,069	4,427,448	3,165,571
Net (losses) / gains on investments		(1,310,233)	-	(1,310,233)	913,223
Net (expenditure) / income		(325,207)	-	(325,207)	1,218,910
Other recognised gains / (losses)					
Gain on revaluation of investment property		-	-	-	50,000
NET MOVEMENT IN FUNDS FOR THE YEAR		(325,207)	-	(325,207)	1,268,910
Total funds brought forward		17,081,055	-	17,081,055	15,812,145
Total funds carried forward	13,14	16,755,848	-	16,755,848	17,081,055

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales - Charity number 261926

Accounts

INSTITUTE OF BIOMEDICAL SCIENCE

Company Number 377268

Charity Number 261926

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2022**

**INSTITUTE OF BIOMEDICAL SCIENCE
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FOR THE YEAR ENDED 31 DECEMBER 2022**

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Council Members' Report

The Council members, who are also the trustees, submit their report on the charitable company and its group together with the audited financial statements for the year ended 31 December 2022.

Reference and Administrative Details

LEGAL STATUS

The Institute is a registered charity, number 261926. It is also registered at Companies House, as a company limited by guarantee and having no share capital, number 377268. The liability of its members, in the event of the company winding up, is limited to £1.

COUNCIL MEMBERS

The members of Council, who were the company's directors and trustees of the charity during the year or on the date of approval of this report, were:

Joanna Andrew	Glenn McDowell (appointed 11 June 2022)
Victoria Bradley	James G McNair
Nigel Coles	Colin Mudd
Jennifer Collins	Jane Needham
David Eccleston	Debra Padgett
Charles Houston	Sarah Pitt
Tahmina Hussain	Sheri Scott (appointed 11 June 2022)
Keith Hyde (resigned 11 June 2022)	Matthew Smith
Angela Jean-Francois	Andrew Usher
Zonya Jeffrey	Linda Walsh
Shauna McAuley (resigned 11 June 2022)	Allan Wilson (resigned 31 December 2022)

Each Council member is also a member of the Institute.

CHIEF EXECUTIVE AND COMPANY SECRETARY

Mr David Wells

REGISTERED OFFICE

12 Coldbath Square, London EC1R 5HL

RELEVANT ORGANISATIONS

Auditors:

Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Bankers:

National Westminster Bank plc
Regent Street Branch
250 Regent Street
London
W1B 3BN

Investment Advisors:

EPOCH Consulting
Queen Square House
Queen Square Place
Bath
BA1 2LL

Solicitors:

Hunters Law LLP
9 New Square
London
WC2A 3QN

Council Members' Report (continued)

Structure, Governance and Management

GOVERNANCE AND INTERNAL CONTROL

The Institute is a company limited by guarantee and a registered charity. Its governing document is the Memorandum and Articles of Association, originally incorporated on 17 November 1942, updated 11 June 2022.

COUNCIL MEMBERS

Council shall be composed of not fewer than twelve and not more than thirty members of the Institute, comprising:

- (i) the President, the Past President, the President Elect and the Treasurer, *ex officio*;
- (ii) not more than twelve persons elected by members of the Institute registered within the regions ("regional members"); and
- (iii) not more than twenty persons elected by the members of the Institute ("national members").

RECRUITMENT AND TRAINING

The election of members of Council in the place of those retiring at any annual general meeting is made by a ballot, where necessary, of those entitled to vote. New members go through an induction process to familiarise them about their responsibilities and duties and periodic training sessions are arranged as required.

ORGANISATIONAL MANAGEMENT

Council meets at least quarterly to set overall strategy and policy and review performance.

Each Council member will also be heavily involved in the various standing committees. These committees are set up by Council and are given specific aims. They report back to Council at regular intervals and include:

- The Membership and Marketing Committee which is responsible for the creation and implementation of the Institute's membership and marketing strategies. It is also the reporting committee for the local region and branch network.
- The Education and Professional Standards Committee which is responsible for matters relating to professional standards, education, training and professional development of members working in the profession.
- The Finance and Risk Committee which is responsible for monitoring the financial performance of the Institute, the performance of the Institute's investments and the effectiveness of the Institute's risk management processes and making recommendations to Council.
- The Audit Committee which seeks assurance from the external auditor that the accounts give a true and fair view of the financial performance and position and that the accounts comply with relevant accounting standards. The Audit Committee will also consider any issues raised by the auditors and the management's response.
- The Remuneration Committee which is responsible for determining the Institute's remuneration strategy and reviewing the terms and conditions of employment for the Chief Executive.

The Institute has a Chief Executive who is accountable directly to Council. The Institute's staff carry out the detailed day-to-day work on behalf of Council and assist committees as necessary.

RISK MANAGEMENT

Council has considered the major risks to which the Institute is exposed. The categories of risks identified were strategic risks, membership risks, governance risks, financial risks and operational risks. Council agreed that systems and procedures had been implemented to mitigate the risks which were identified.

Council Members' Report (continued)

RISK MANAGEMENT (CONTINUED)

The principal risks identified by the charity are as follows:

Risk	Mitigating actions
Government policy moves away from statutory regulation of the profession and national accreditation of laboratories for the four nations and crown dependencies.	<ul style="list-style-type: none"> • Responded positively to HCPC consultation on professional standards and continuation of HCPC as the professional regulator. • Monitor progress of the review of the GMC register carefully. • Regular meetings with HCPC and UKAS to shape future policy developments.
New website fails to meet member expectations or has significant teething problems after launch	<ul style="list-style-type: none"> • Existing website maintained until new site launched. • Regular meetings with suppliers to address outstanding issues on the action log. • Extensive user testing to be undertaken before launch.
External events result in the significant loss of value of the Institute's investments and may compromise or limit the ability to deliver the aims of the Institute.	<ul style="list-style-type: none"> • Professional advisers engaged and investment strategy in place. • Day to day management of the investment portfolio delegated to professional investment managers. • F&RC monitoring the portfolio performance and taking advice from investment advisors.

Public Benefit Statement

Council has complied with the duty in section 17(5) of the Charities Act 2011 and has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and in planning future activities. Council is satisfied that the Institute continues to meet the required public benefit test through its objectives and activities.

The Institute aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety. It does this by:

- Acting as an advocate for the biomedical science community with key stakeholders and policy makers to help ensure the high standards of the profession and patient safety are maintained.
- Developing and maintaining educational qualifications to enhance the skills, knowledge and career development of biomedical scientists within the profession.
- Providing opportunities for biomedical scientists to keep up to date with scientific developments through Institute publications and training events.
- Raising awareness of the importance of biomedical science in the provision of healthcare and the career opportunities in the profession.
- Supporting original research into scientific developments.

Investment Powers, Policy and Performance

The investment powers are governed by the Institute's Memorandum, which permits funds not immediately required for the purposes to be invested as the Council sees fit.

The Council's policy is to achieve an agreed growth target in excess of inflation over the long term. The portfolio as a whole is managed to reduce the risk of negative returns in excess of 20%. Income generated is re-invested to assist with the long term growth objective.

Council Members' Report (continued)

Investment Powers, Policy and Performance (continued)

The Council establishes the investment strategy and takes advice from its investment advisors who manage the portfolio on a day to day basis. Performance is monitored by the Finance and Risk Committee and the period end position is reported in note 7 (a).

Objectives, Activities, Achievements and Performance

The Institute is a registered charity and aims to promote and progress the role of biomedical science within healthcare to support the delivery of the best possible service for patient care and safety.

Each year it achieves this through publishing professional publications and guidance, running courses and seminars, organising scientific conferences (including the biennial IBMS Congress) and events, providing a platform to achieve higher level qualifications, access to digital content and public engagement resources, hosting regional and branch events and through running discussion groups. The major achievements in the year are summarised below:

Supporting the profession and their members, the IBMS:

- Reviewed our guidance policy for professional best practice on the supervision of biomedical support staff.
- Co-wrote a response to the NHS England's elective care recovery plan with the Royal College of Pathologists (RCPATH) and Association for Clinical Biochemistry and Laboratory Medicine (ACB), highlighting the investment required in diagnostics and the biomedical science workforce for tackling the COVID-19 backlog of elective care.
- Issued a COVID-19 response to highlight how the capability to resume testing at scale, and the associated workforce support, must be part of the Government's contingency plan.
- Recorded and promoted 11 presentations from IBMS Congress 2022, available for our members to watch and record for their continuing professional development (CPD) records.
- Undertook a membership survey to understand the concerns of our members and to further develop our services to support them better.
- Issued professional guidance and key facts around the emergence of new cases of Monkeypox, polio and Group A Streptococcus in the UK.
- Submitted extensive feedback on the initial Terms of Reference for the UK COVID-19 Inquiry.
- Responded to the NHS England's report on blood culture practice as IBMS President Debra Padgett commented on its key recommendations.
- Published a response to the Health and Social Care Select Committee report on Workforce: recruitment, training and retention in health and social care.
- Held training webinars to increase the number of active verifiers to support our registration and specialist qualifications and to support training in the laboratories.
- Hosted a two-day Biomedical Science Day Live virtual event for members to support their CPD.
- Issued a joint statement with RCPATH and ACB on the updated ISO 15189:2022 laboratory accreditation standards.
- Held a highly successful Congress, deferred due to the pandemic from 2021, which achieved a record number of attendees and exhibitors.
- Accredited 21 biomedical science degree courses, covering 58 undergraduate and 10 post graduate programmes and including two new universities.
- Accredited three new degree apprenticeship programmes and re-accredited 10 existing degree apprenticeship programmes.
- In recognition of high academic achievement on an IBMS accredited undergraduate degree course, 39 President's Prize Awards were given to IBMS eStudent members who graduated and achieved academic distinctions.
- Reviewed and implemented revised criteria for the accreditation of undergraduate and postgraduate degrees in biomedical science for 2022/23.
- Increased the pool of registration training portfolio verifiers (two verifier training events (250 attendees)) in September 2022, plus one "Supporting Successful Laboratory Training" event (115 attendees) in November 2022.
- Established stronger links with training networks in Scotland and Northern Ireland, and throughout England with the Practice Educators nations.
- Doubled the number of trained non-accredited degree assessors. Expanded the number of trained lay, professional and academic assessors for the Certificate of Competence by Equivalence route.
- Started work on clarifying the routes to registration with UCAS for degree entry requirements and by the co-creation of a new biomedical science subject guide.
- Updated the Equivalence route (Certificate of Competence by Equivalence) and clarified guidance for 2022/23.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

Progressing the profession and the careers of their members, the IBMS:

- Submitted nominations for and promoted winners of the National School of Healthcare Science (NSHCS) Associate and Honorary Fellowships.
- Established an Equality, Diversity and Inclusion Working Group to ensure that a diverse range of our members' voices are heard and to improve our diversity and inclusion, guided by the Science Council Benchmarking Framework.
- Responded to the Government's plan to increase capacity, reach and efficiency of the UK's diagnostic service, the Health Secretary's Our Plan for Patients policy paper and to the Public Account Committee's inquiry on managing NHS backlogs and waiting times.
- Sponsored PRIDE marches in Manchester, London and Belfast for LGBTQ+ members to celebrate their hard-won rights and freedoms.
- Launched a campaign to celebrate Black History Month and the contributions of our members to biomedical science.
- Continued to develop our virtual learning platform to include online portfolios.
- Created and launched three new specialist advisory panels in Quality Management, Point of Care Testing and Molecular Pathology.
- Collaborated with Labvine and Power of Process to offer our members discounted rates on an online Laboratory Transformation course.
- Collaborated with Practice Educators for the delivery of specialist portfolio training sessions in clinical chemistry, haematology, immunology and microbiology with blood transfusion, cellular pathology and virology.
- Developed and published a new specialist portfolio module to cover Rapid On-Site Evaluation (ROSE).
- Appointed PLMR to continue to grow our profile post-pandemic and to develop a policy and engagement capability at government level.
- Attended the launch of the Professional Standards Authority's new report Safer care for all – solutions from professional regulation and beyond at the House of Lords.
- Attended a political party conference to investigate how to increase our visibility at government level.
- Issued guidance to our members on expectations of professionalism following the news of a former member being struck off Health and Care Professions Council (HCPC) register.
- Highlighted HCPC consultations to our members on the proposed fee increase and to help them develop their guiding principles for preceptorship across health and care professions.
- Welcomed over 50 new members from Malaysia and supported a Ukrainian member to secure a placement in the UK.
- Issued 185 portfolios and 161 certificates to support the career progression of support staff via the Certificate of Achievement.
- Issued 1,179 registration training portfolios, 1,267 Certificates of Competence and assessed 15 Certificate of Competence by Equivalence candidates (from 2020 and 2021 cohorts) to support the HCPC registration of biomedical scientists.
- Issued 813 specialist portfolios, 440 Specialist Diplomas and issued 443 non-accredited degree assessments to support the career progression of biomedical scientists.
- Recruited a new Head of Digital Education who will lead the development and delivery of our online training and qualifications to support members' careers.
- Passed 198 candidates in the IBMS Certificate of Expert Practice distance learning qualifications, the largest number to pass in one year.
- Ran the largest ever single exam series for the Higher Specialist Diploma in 2022 with 63 candidates sitting the exam in September 2022 with 46 candidates passing all of whom could upgrade to Fellow.
- A record 45 candidates sat the IBMS Diploma of Expert Practice in Histological Dissection exam in November 2022, which 30 passed. Four candidates passed the Advanced Specialist Diploma in Histological Dissection.
- 11 candidates sat the Stage C exam for the Advanced Specialist Diploma in Histopathology Reporting exam.
- Launched the revised Diploma of Expert Practice in Ultrastructural Pathology.
- Launched a new distance-learning online Certificate of Expert Practice in Laboratory Information Technology and Clinical Informatics.
- Provided HEE funded training grants totalling £276,729 to employers to support candidates on the Institute's histopathology qualifications.
- Admitted six new Chartered Scientists and 11 Registered Scientists to the Science Council registers.
- Undertook assessor training for Science Council applications to widen the pool of assessors.
- Developed shortened application routes for Science Council registration for Healthcare Science apprentices.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

Promoting the profession and the successes of their members, the IBMS:

- Part-funded and promoted a series of videos that show cased the roles of laboratory staff in healthcare as part of a digital #PathologyROAR campaign.
- Supported members taking part in public engagement events throughout the year including at national events for Healthcare Science Week and Biomedical Science Day, providing them with promotional materials and funding to highlight biomedical science to the public.
- Sponsored external national science awards – STEM for Britain and the Advancing Healthcare Awards 'Biomedical Scientist of the Year' award.
- Sponsored a media fellowship, enabling a member to attend and undertake a 3-week placement with a national media organisation.
- Celebrated 100 years of women in the profession with a promotional campaign to highlight the role of women in membership throughout the years.
- Held our sixth annual Biomedical Science Day, the biggest celebration so far as our campaigns trended in the top 5 trends on social media and reached an audience of over four million people.
- Celebrated the contribution of technical staff and to promote ourselves to a wider audience we took part in the Crick Institute's Technicians Week.
- Our publication the British Journal of Biomedical Science launched five special issues that focused on research and the contribution our profession makes to healthcare.

To ensure organisational robustness, the IBMS:

- Agreed a new three-year strategy to support and develop the profession and members' practice.
- Created a new Council sub-group to commission strategic research projects that supports the delivery of the new strategy.
- Developed and implemented a new investment strategy to strengthen the Environmental, Social and Governance (ESG) element of the strategy. The portfolio now has more of a focus on sustainability and an element of the portfolio adopts a thematic approach, focusing on healthcare and science.
- Continued work on developing a new website, although technical issues around integration with our membership database has delayed the launch.

The Council has identified a number of key performance indicators to help monitor the organisation's performance. These include:

- Membership numbers – overall membership numbers reduced by 1,262 or 6% from the previous year. The reduction in the number of Fellows was lower than expected. The number of e-students reduced due to timing in processing the bulk buy packages.
- Educational activity - the number of registration and specialist portfolios issued increased year on year. The number of support staff accessing the Certificate of Achievement reduced. The number of degree assessments reduced but remained relatively high. There was a full programme of Institute exams in the year, and candidate numbers on the distance learning qualifications continued to grow.
- Financial performance- the surplus on income and expenditure was higher than expected in 2022. The surplus on Congress exceeded expectations. Strategy expenditure significantly lower than planned. There was a negative return from the investment portfolio of £1.194 million, reflecting significant turbulence in the investment markets during the year.
- Staff turnover and sickness levels – sickness levels remained in line with expectations for an organisation of this size. Staff turnover was higher than in previous years, particularly in the education and membership teams. The job market was very competitive during the year.

Council Members' Report (continued)

Financial Review

The combined results of the Institute and its subsidiary are shown on pages 13 to 16 of the financial statements. The Institute is a non-profit making organisation and accordingly no dividends are proposed.

The Group Statement of Financial Activities on page 13 shows net expenditure of £325,207, which included a loss on listed investments of £1,310,233. Funds are invested across a number of pooled funds to achieve a targeted total return and the year-end position is reported in note 7a. The investment portfolio generated a negative return of 10.1% after fees for the year. This reflected the turbulence in the financial markets from worldwide political and economic events. The turbulence in the financial markets is expected to continue for some time.

Total income increased by 56% compared to the previous year. Income included the sales from Congress 2022 and HEE grant income (restricted funds) to cover the grants made to support candidates on some Institute qualifications. Income for portfolios, assessments and accreditations was 14% up on the prior year. Membership income was 2% lower than the previous year and the Institute saw a drop in overall member numbers.

Total expenditure increased by 40% compared to the previous year. This included the costs of Congress 2022 and the HEE grants paid to employers. There was an increase in face to face meetings and staff attendance at the office at Coldbath Square, however this remains at a lower level than before the COVID-19 pandemic.

The reduction in funds for the year has been transferred from reserves.

IBMS (Professional Services) Ltd made a profit before tax of £576,208. The profit was in line with the directors' expectations as there was a Congress event during the year. The directors agreed to make a gift aid payment to the Institute in 2023 to reduce the corporation tax liability to £nil.

Grant-Making Policy

The Education and Professional Standards Committee has delegated responsibility to agree the annual programme of research grants. It makes a detailed assessment of each application. Grants this year totalled £15,376 (2021: £22,134). All grants during the current and preceding year were made to individuals in order to further their biomedical research. The Committee administered the Mary Macdonald award which was awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £882 (2021: £nil) as there was a Congress event.

The Membership and Marketing Committee administer the Jen Johnson bursary which is awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £14,593 (2021: £nil) as there was a Congress event.

Remuneration Policy

The Institute's policy is to provide competitive rewards to attract and retain high performing individuals whose contribution will enhance member value while ensuring rewards remain appropriate and proportionate when compared to market practice. The Institute aims to position salaries at the median of comparator groups. Benchmarking is undertaken periodically and appropriate judgement is applied in evaluating market data. This policy has been agreed by the Remuneration Committee.

The Remuneration Committee is responsible for setting the salary of the Chief Executive. The salaries of the other key management personnel are set by the Chief Executive following consultation with the Officers.

Defined Benefit Pension Scheme

The defined benefit pension scheme was wound up on the 17 May 2021. The administration costs of completing the wind up were reported in the Statement of Financial Activities.

Council Members' Report (continued)

Reserves Policy

The Institute's reserves policy focuses on the level of "free reserves". Free reserves exclude the net book value of the Institute's tangible fixed assets (primarily the property used and occupied at Coldbath Square), investment properties and any designated reserves. There are no restricted fund balances in this year or the prior year, but these would also be excluded, should there be any, in determining "free reserves".

The reserves policy is reviewed regularly by Council on the basis of the financial impact of the current risks facing the Institute.

The Institute seeks to maintain free reserves to manage the risks to which it is exposed in the course of its business, including but not limited to safeguarding against fluctuations in its membership revenue.

Council considers that in order to meet these needs, and to operate effectively and be able to operate with minimum disruption, the Institute needs free reserves of approximately £5 million.

The Institute's free reserves were £14.287 million at 31 December 2022 (2021: £14.569 million).

Council has agreed that if reserves fall by more than 10% below the target, it will consider what action is required to increase the level of reserves held.

Future Plans

The Institute plans for a deficit of up to £100,000 on an ongoing basis i.e. excluding strategy costs, Congress and any significant one off costs. The deficit will be funded from the surplus generated by the biennial Congress event.

Future plans include providing better support, information and services for members through a variety of methods, including improved publications and greater online resources. For more information and a detailed review of future plans, see the Institute's strategy and the Institute's Members' Report which are both available on the website.

Council Members' Accounting and Reporting Responsibilities

The Council members (who are also directors of the Institute of Biomedical Science for the purposes of company law) are responsible for preparing the Council's 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 Council members 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 group as at the balance sheet date, and of the charitable company and group's incoming resources and application of resources, including income and expenditure, for that period. In preparing those 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 accounting 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 business.

The Council members are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charitable company's Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Council Members' Report (continued)

Council Members' Accounting and Reporting Responsibilities (continued)

The Council Members are responsible for the maintenance and integrity of the corporate and financial information included on 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.

The following statements have been affirmed by each of the Council Members of the charitable company:

- so far as each Council member is aware, there is no relevant audit information (that is, information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- each Council member has taken all the steps that they ought to have taken as a Council member in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

Haysmacintyre LLP were re-appointed as auditors during the year and offer themselves for re-appointment at the forthcoming Annual General Meeting.

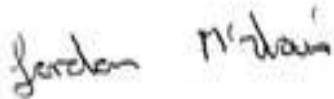
Small Company Exemptions

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

Approved by Council on 21 April 2023 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer



D Wells
Chief Executive and Company
Secretary

Independent Auditors' Report to the Members of the Institute of Biomedical Science

Opinion

We have audited the financial statements of the Institute of Biomedical Science for the year ended 31 December 2022 which comprise of the Consolidated Statement of Financial Activities, Consolidated Balance Sheet and the Charity Balance Sheet, the Consolidated Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 December 2022 and of the group's and parent charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Council Members' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

Based on our understanding of the group and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to GDPR and Health and Safety legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, income tax, payroll tax and sales tax.

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to revenue and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year, including during the continued Covid-19 remote working period
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Audit Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



.....

*Jeremy Beard (Senior statutory auditor)
for and on behalf of Haysmacintyre LLP, Statutory
Auditor*

*10 Queen Street Place
London
EC4R 1AG*

Date: 21 April 2023

Haysmacintyre LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2022
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,390,123	-	2,390,123	2,440,341
Qualifications		344,706	285,069	629,775	390,696
Portfolios, assessments and accreditations		373,983	-	373,983	327,929
Publications		6,671	-	6,671	34,674
Regions, branches and discussion groups	2	121,031	-	121,031	6,633
Other income		2,110	-	2,110	572
<u>Congress and other trading activities</u>	7b	1,600,093	-	1,600,093	27,949
<u>Investments</u>					
Listed investment income		196,220	-	196,220	177,097
Property rental		63,107	-	63,107	64,237
Bank interest		29,361	-	29,361	1,130
Total Income		5,127,405	285,069	5,412,474	3,471,258
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		1,120,784	-	1,120,784	143,078
Investment management fees		79,489	-	79,489	82,726
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,371,445	285,069	1,656,514	1,320,800
Publications	3	109,312	-	109,312	99,977
Regions, branches and discussion groups	2,3	191,134	-	191,134	66,872
Member events, representation and benefits	3	1,232,172	-	1,232,172	1,421,822
Grants and prizes		38,043	-	38,043	30,296
Total Expenditure		4,142,379	285,069	4,427,448	3,165,571
Net (losses) / gains on investments		(1,310,233)	-	(1,310,233)	913,223
Net (expenditure) / income		(325,207)	-	(325,207)	1,218,910
Other recognised gains / (losses)					
Gain on revaluation of investment property		-	-	-	50,000
NET MOVEMENT IN FUNDS FOR THE YEAR		(325,207)	-	(325,207)	1,268,910
Total funds brought forward		17,081,055	-	17,081,055	15,812,145
Total funds carried forward	13,14	16,755,848	-	16,755,848	17,081,055

All activities are continuing and there are no other recognised gains and losses other than those recognised above.

A comparative Statement of Financial Activity can be found in Note 20

A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019.

The notes on pages 17 to 31 form part of these financial statements.

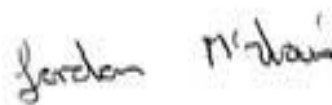
Consolidated Balance Sheet as at 31 December 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	6	1,267,207	1,295,163
Listed investments	7a	10,600,327	11,793,830
Investment property	8	1,150,000	1,150,000
		<u>13,017,534</u>	<u>14,238,993</u>
Current Assets			
Stock		975	975
Debtors	9	798,931	698,017
Cash at bank and in hand		4,829,540	4,916,282
		<u>5,629,446</u>	<u>5,615,274</u>
Creditors: amounts falling due within one year	10	<u>(1,891,132)</u>	<u>(2,754,482)</u>
Net Current Assets		<u>3,738,314</u>	<u>2,860,792</u>
Total assets less current liabilities		<u>16,755,848</u>	<u>17,099,785</u>
Creditors: amounts falling due after more than one year	10	<u>-</u>	<u>(18,730)</u>
Net Assets		<u><u>16,755,848</u></u>	<u><u>17,081,055</u></u>
Unrestricted Funds			
Accumulated fund		14,996,897	14,681,404
Designated fund		51,996	66,589
Listed investment revaluation reserve		982,422	1,608,529
Investment property revaluation reserve		724,533	724,533
	12,13	<u>16,755,848</u>	<u>17,081,055</u>

Approved and authorised for issue by Council on 21 April 2023 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer

The notes on pages 17 to 31 form part of these financial statements.

Charity Balance Sheet as at 31 December 2022

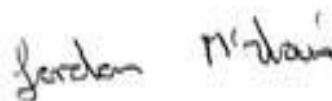
	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	6	1,267,207	1,295,163
Listed investments	7a	10,601,327	11,794,830
Investment property	8	1,150,000	1,150,000
		<u>13,018,534</u>	<u>14,239,993</u>
Current Assets			
Stock		975	975
Debtors	9	544,223	374,795
Cash at bank and in hand		3,876,888	3,764,221
		<u>4,422,086</u>	<u>4,139,991</u>
Creditors: amounts falling due within one year	10	(1,514,662)	(1,533,881)
		<u>2,907,424</u>	<u>2,606,110</u>
Net Current Assets			
		<u>15,925,958</u>	<u>16,846,103</u>
Total assets less current liabilities			
		15,925,958	16,846,103
Creditors: amounts falling due after more than one year	10	-	(18,730)
		<u>15,925,958</u>	<u>15,519,149</u>
Net Assets			
		<u><u>15,925,958</u></u>	<u><u>15,519,149</u></u>
Unrestricted Funds			
Accumulated fund		14,167,007	14,427,722
Designated fund		51,996	66,589
Listed investment revaluation reserve		982,422	1,608,529
Investment property revaluation reserve		724,533	724,533
	12	<u>15,925,958</u>	<u>16,827,373</u>

The net movement in funds for the year for the charitable company, excluding the subsidiary, was a deficit of £901,414 (2021: surplus £1,308,223).

Approved by Council and authorised for issue on 21 April 2023 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer

The notes on pages 17 to 31 form part of these financial statements.

Consolidated Statement of Cash Flows for the Year Ended 31 December 2022

	Notes	2022 £	2021 £
Reconciliation of net (expenditure)/ income to cash flow from operating activities			
Net (expenditure) / income for the year (as per Statement of Financial Activities)		(325,207)	1,218,910
<i>Adjustments for:</i>			
Depreciation of property, plant and equipment	6	115,901	109,492
Losses / (gains) on investments		1,310,233	(913,223)
Loss / (profit) on sale of fixed asset		2,495	-
Listed investment income and bank interest		(225,581)	(178,227)
Property rental		(63,107)	(64,237)
Decrease / (increase) in stock		-	645
(Increase) / decrease in debtors	9	(100,914)	(258,663)
(Decrease) / increase in creditors	10	(882,080)	1,462,889
Net cash provided by operating activities		<u>(168,260)</u>	<u>1,377,586</u>
Cash flows from investing activities			
Listed investment income and bank interest		225,581	178,227
Property rental		63,107	64,237
Purchase of property, plant and equipment	6	(90,440)	(11,172)
Purchase of investments		(7,310,732)	(2,981,803)
Disposal of investments		6,730,185	2,932,865
Decrease / (increase) in cash in investment portfolio		463,817	(45,434)
Net cash provided by / (used in) investing activities		<u>81,518</u>	<u>136,920</u>
Change in cash and cash equivalents in the reporting period		(86,742)	1,514,506
Cash and cash equivalents at start of year		4,916,282	3,401,776
Cash and cash equivalents at end of year		<u>4,829,540</u>	<u>4,916,282</u>
Components of cash and cash equivalents			
Cash at bank and in hand		1,810,769	3,897,552
Short term deposits		3,018,771	1,018,730
		<u>4,829,540</u>	<u>4,916,282</u>
Analysis of change in net debt			
There are no debts held, the net debt relates only to cash and cash equivalents			
		2022 £	2021 £
Cash and cash equivalents at start of year		4,916,282	3,401,776
Cash flows		(86,742)	1,514,506
Cash and cash equivalents at end of year		<u>4,829,540</u>	<u>4,916,282</u>

The notes on pages 17 to 31 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1 - Accounting Policies

Statutory Information

The Institute of Biomedical Science is a private company, limited by guarantee, domiciled in England and Wales, registration number 377268. It is also a charity registered with the Charity Commission for England and Wales, number 261926. The registered office is 12, Coldbath Square, London EC1R 5HL.

The Institute is a charitable company limited by the guarantee of its members to a maximum of £1 per member on winding up.

Statement of compliance

The financial statements are prepared under the historical cost convention as modified to include the revaluation of investments at fair value. The format of the financial statements has been presented to comply with the Companies Act 2006, FRS102 The Financial Reporting Standard applicable in the UK and Ireland and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2019).

The financial statements are presented in sterling and reflect the results which are all from continuing activities.

The Institute is a Public Benefit Entity as defined by FRS102.

Going concern

In assessing the Institute's ability to continue as a going concern, the Council members have considered the organisation's liquidity position and reviewed cash flow forecasts for the foreseeable future. In addition to its cash reserves, it has an investment portfolio to draw upon and two properties, with no external debt or security.

The Institute has prepared a cash flow forecast covering at least twelve months from the date of signing the accounts. The forecast indicates that the Institute will have sufficient cash reserves to meet its obligations without the need to draw on its investment portfolio.

The Council members continue to adopt the going concern basis in preparing the accounts.

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charity's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Although these estimates are based on management's best knowledge of the amount, events or actions, actual results may ultimately differ from those estimates. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects current and future periods. The Council consider the following items to be areas subject to estimation and judgement:

Depreciation: - the useful economic lives of tangible fixed assets are based on management's judgement and experience. When management identifies that the actual useful economic lives differ materially from the estimates used to calculate depreciation, that charge is adjusted retrospectively. Although tangible fixed assets are significant, variances between actual and estimated useful economic lives will not have a material impact on the operating results.

Investment property: - The principal assumptions used to value the investment property are those as set out in note 8.

In the view of the Council members, no assumptions concerning the future or estimation uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**1 - Accounting Policies (continued)****Basis of consolidation**

These financial statements consolidate the results of the Institute and its wholly owned subsidiary, Institute of Biomedical Science (Professional Services) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019. The charity's income for the year amounted to £3,894,485 (2021: £3,497,823). The charity's net movement in funds for the year was a reduction of £901,414 (2021: increase £1,308,223).

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Group's financial statements.

Fund accounting

Funds received for a specified purpose are shown as restricted income in the Statement of Financial Activities. Any such income not spent at the year-end is shown as a restricted fund in the balance sheet.

The Institute has unrestricted funds made up of membership subscriptions, income from educational activities and other income received or generated for its charitable purposes. These are available for trustees to utilise at their discretion and in line with the charity's objects.

Unrestricted funds which the trustees have agreed to set aside for a specific purpose are shown as designated funds on the balance sheet.

Income

All income is recognised once the Institute is entitled to the income, it is probable that the income will be received and can be quantified with reasonable accuracy.

Subscriptions comprise approved membership applications for the various categories of membership. Subscriptions received which relate to a future financial period are included in the balance sheet as deferred income.

Qualifications comprise the charge made for courses and qualifications provided by the Institute. Any income relating to courses or exam sittings occurring after the balance sheet date is included in the balance sheet as deferred income.

Registrations comprise the fees for accrediting an individual member's portfolio of experience and the fees for the accrediting of biomedical science courses run by educational institutions. The income is recognised at the point of registration.

Regions and branches comprise the income generated locally (mainly from local training events) by the regions and branches to run discussion groups and meetings.

Property rental comprises the income received from renting out the building at No5 Coldbath Square. Income which has been invoiced but relates to a future financial period is included in the balance sheet as deferred income.

Trading activities comprise the income generated by IBMS (Professional Services) Ltd. It consists of income from running events (mainly Congress, a biennial event), providing secretarial support to other organisations and hire of meeting room facilities. Income received for events which are taking place after the balance sheet date is included in the balance sheet as deferred income.

Interest and investment income is recognised on a receivable basis.

Expenditure

Expenditure is included on an accruals basis where there is a legal or constructive obligation to make a payment to a third party and the amount can be measured reliably. Expenditure is either directly attributed to a cost category, or apportioned on a basis consistent with the use of the resources.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

1 - Accounting Policies (continued)

Expenditure (continued)

Expenditure on charitable activities includes the cost of delivering education and other services to members for the benefit of the profession along with the associated support costs.

Expenditure on trading activities comprises the costs incurred by IBMS (Professional Services Ltd) and allocated support costs.

Support costs comprise the costs which cannot be directly attributed to a particular activity in the Statement of Financial Activity and include governance costs. Support costs are apportioned between the various activities according to the estimated usage of staff resource.

Grants

Grants payable are charged in the year when the offer is conveyed to the recipient except where the offer is conditional and such grants are recognised as expenditure when the conditions have been met.

Listed investments

Listed investments are shown at their fair value at the balance sheet date. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Investment property

Investment properties are disclosed at their fair market value at the balance sheet date based on an arm's length transaction. Any increase or decrease in value is reflected in the Statement of Financial Activities.

A full valuation is undertaken every three years. The valuation is reviewed annually in the intervening years.

Tangible fixed assets and depreciation

Assets with a useful economic life of more than one year and a value of over £500 are capitalised.

Tangible fixed assets have been depreciated so as to write assets off over their estimated useful lives at the following rates:

Freehold property:	2% per annum on a straight line basis
Furniture, fixtures and fittings:	10% per annum on a straight line basis
Computers:	20% to 33.33% per annum on a straight line basis
Assets under construction:	Nil depreciation until assets are ready for use

Pension schemes

The Institute operated two defined contribution (DC) pension schemes during the year. See note 14.

The cost of the DC schemes is charged to the Statement of Financial Activities is equal to the Institute's contribution payable to the schemes during the year.

The Defined Benefit scheme was wound up on 17 May 2021.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

1 - Accounting Policies (continued)

Short term benefits

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in accordance with FRS 102.

Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future entitlement and accrued at the balance sheet date.

Taxation

Tax is provided on the taxable profits retained in the trading subsidiary.

Gift Aid

The Institute of Biomedical Science (Professional Services) Ltd donates the taxable profit arising from its trading activity to the parent entity. The donation is recognised when paid or there is a legal obligation to make the payment.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, trade and fee debtors, staff loans, other debtors, prepayments and accrued income and amounts owed by group undertakings. A specific provision is made for debts for which recoverability is in doubt. Cash and cash equivalents are defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise deposits, fees in advance, trade creditors, other creditors and amounts owed to group undertakings.

Stock

The value of medals held in stock to recognise members' long service is stated at the lower of cost and their net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due for the provision of services delivered. Prepayments are recognised at the amount prepaid or the amount paid in advance.

Creditors

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

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and highly liquid interest-bearing securities with maturities of three months or less.

Irrecoverable VAT

Irrecoverable VAT is charged to the Income and Expenditure account for the period to which it relates.

2 – Regions, Branches and Discussion Groups

Regions, branches and discussion groups run activities that raise money locally and incur costs. The bank accounts for regions and branches were closed in the year and the funds transferred to the Institute. Regions and branches were allocated a budget for their activity for the year. The balances remaining in bank accounts at the year-end of £231,339 (2021: £349,916) are included in the balance sheet. The costs include an apportionment of support costs (note 3) based on an assessment of staff resources used.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

3 - Total Expenditure

	Direct costs	Support costs	Total 2022
	£	£	£
Trading activities	1,039,827	80,957	1,120,784
Investment management fees	79,489	-	79,489
Education, qualifications and registration	1,128,992	527,522	1,656,514
Publications	93,643	15,669	109,312
Regions, branches & discussion groups	167,630	23,504	191,134
Membership events, representation and benefits	812,767	419,405	1,232,172
Grants & prizes	38,043	-	38,043
Total Expenditure	3,360,391	1,067,057	4,427,448

Grants made during the current year totalled £30,851 to 27 individuals. In 2021 they totalled £22,134 to 5 individuals.

	Direct costs	Support costs	Total 2021
	£	£	£
Trading activities	84,724	58,354	143,078
Investment management fees	82,726	-	82,726
Education, qualifications and registration	831,216	489,584	1,320,800
Publications	90,576	9,401	99,977
Regions, branches & discussion groups	46,120	20,752	66,872
Membership events, representation and benefits	956,185	465,637	1,421,822
Grants & prizes	30,296	-	30,296
Total Expenditure	2,121,843	1,043,728	3,165,571

Support Costs

	2022	2021
	£	£
People costs	482,872	546,471
Office running costs	146,151	136,139
IT & website	146,322	143,801
Irrecoverable VAT	66,862	35,458
Depreciation	115,901	109,492
Other costs	50,136	43,505
<u>Governance</u>		
Council and committees	42,563	14,562
Audit	16,250	14,300
	1,067,057	1,043,728

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**4 - Staff Costs**

	2022	2021
	£	£
Salaries and wages	1,280,653	1,197,533
Social security	149,748	132,443
Employer pension contributions – DC schemes	105,005	98,168
Temporary staff	170,089	133,212
Life assurance	4,801	6,276
Staff expenses	8,861	1,534
Defined benefit pension scheme running costs	-	115,628
Recruitment and training	43,198	41,100
	<u>1,762,355</u>	<u>1,725,894</u>

The average number of employees in the period was: 27 29

The number of staff whose annual emoluments in the period fell within the following bands were:

£60,000 to	£70,000	-	1
£70,000 to	£80,000	2	3
£80,000 to	£90,000	1	1
£130,000 to	£140,000	1	-

The Council consider the key management personnel for the Institute to be themselves, the Chief Executive, Deputy Chief Executive and the four executive team heads. The remuneration and benefits (included above) received by the key management personnel in employment during the year was £616,221 (2021: £575,256).

None of the Council members received any emoluments or benefits from the Institute during the period for undertaking the role. Total costs of travel, accommodation and out of pocket expenses incurred during the period on the Institute's business by 22 Council members (2021: 24 Council members) amounted to £29,932 (2021: £9,570).

5 – Net Income for the Year

This is stated after charging:

	2022	2021
	£	£
Auditors remuneration:		
Audit fee for the group (excluding VAT)	21,450	17,500
Other services (excluding VAT)	3,450	1,600
Depreciation	115,901	109,492
Operating leases	<u>2,325</u>	<u>2,680</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

6 - Tangible Fixed Assets

Group and Charity	Freehold Property	Furniture, Fixtures & Fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2022	800,000	633,089	314,917	1,748,006
Additions	-	1,735	88,705	90,440
Disposals	-	-	(37,421)	(37,421)
At 31 December 2022	<u>800,000</u>	<u>634,824</u>	<u>366,201</u>	<u>1,801,025</u>
Depreciation				
At 1 January 2022	41,333	139,943	271,567	452,843
Charge for the year	16,000	63,173	36,728	115,901
Disposals	-	-	(34,926)	(34,926)
At 31 December 2022	<u>57,333</u>	<u>203,116</u>	<u>273,369</u>	<u>533,818</u>
Net Book Value				
At 31 December 2022	<u>742,667</u>	<u>431,708</u>	<u>92,832</u>	<u>1,267,207</u>
At 31 December 2021	<u>758,667</u>	<u>493,146</u>	<u>43,350</u>	<u>1,295,163</u>

7a – Listed and Unlisted Investments

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Listed investments - valuation				
As at 1 January	11,102,504	10,140,343	11,102,504	10,140,343
Additions	7,310,732	2,981,803	7,310,732	2,981,803
Disposals	(6,730,185)	(2,932,865)	(6,730,185)	(2,932,865)
Realised (losses) / gains	(684,127)	164,013	(684,127)	164,013
Unrealised (losses) / gains	(626,106)	749,210	(626,106)	749,210
At 31 December	<u>10,372,818</u>	<u>11,102,504</u>	<u>10,372,818</u>	<u>11,102,504</u>
Investment in subsidiary	-	-	1,000	1,000
Cash held as investments at period end	227,509	691,326	227,509	691,326
Total investments	<u>10,600,327</u>	<u>11,793,830</u>	<u>10,601,327</u>	<u>11,794,830</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

7a – Listed and Unlisted Investments (continued)

The market values of the group's listed investments on the UK Stock exchange were:

	2022	2021
	£	£
Managed funds – UK equities	1,410,271	2,431,162
Managed funds – overseas equities	6,384,746	5,242,571
Managed funds – alternative strategies	893,610	243,228
Managed funds – fixed interest securities	1,684,191	2,957,140
Managed funds – commercial property	-	228,403
Sub-total	<u>10,372,818</u>	<u>11,102,504</u>
Cash held in the investment portfolio	227,509	691,326
	<u>10,600,327</u>	<u>11,793,830</u>

The historical cost of the listed investments was £10,329,957 (2021: £9,672,343).

Other investments in the charitable company accounts were:

	2022	2021
	£	£
Unlisted investments comprising of:		
Institute of Biomedical Science (Professional Services) Ltd		
1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>

7b - Subsidiary

The investment in the Institute of Biomedical Science (Professional Services) Limited represents 100% of that Company's ordinary share capital and is therefore a subsidiary undertaking. The subsidiary is registered in England and Wales and the registered office is 12, Coldbath square, London EC1R 5HL.

The Institute of Biomedical Science (Professional Services) Limited has made a qualifying charitable donation of £nil (2021: £nil) to its parent company, the Institute of Biomedical Science. The assets, liabilities and funds of the subsidiary were:

	2022	2021
	£	£
Assets	1,232,633	1,537,673
Liabilities	<u>(401,743)</u>	<u>(1,282,991)</u>
	<u>830,890</u>	<u>254,682</u>
Representing:		
Share Capital	1,000	1,000
Profit and Loss account	<u>829,890</u>	<u>253,682</u>
	<u>830,890</u>	<u>254,682</u>

Details of the subsidiary's profit and loss accounts are as follows:

	2022	2021
	£	£
Turnover	1,600,093	27,949
Cost of sales	<u>(1,013,093)</u>	<u>(54,691)</u>
Gross profit / (loss)	587,000	(26,742)
Interest receivable	1,865	40
Administrative expenses	<u>(12,657)</u>	<u>(12,612)</u>
	576,208	(39,314)
Corporation Tax	-	-
Gift aid donation to parent undertaking	-	-
Movement on profit and loss account for the year	<u>576,208</u>	<u>(39,314)</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**7b – Subsidiary (continued)**

This subsidiary has been formed to deal with activities that are regarded as trading. Such activities include receiving income from trade exhibitions.

8 – Investment property – No5 Coldbath Square

Group and Charity	2022	2021
	£	£
As at 1 January	1,150,000	1,100,000
Unrealised gains / (losses)	-	50,000
At 31 December	<u>1,150,000</u>	<u>1,150,000</u>

The property was independently valued in December 2020 in accordance with the appropriate practice statement set out in the RICS Appraisal and Valuation Manual. The person who undertook the valuation holds a recognised and relevant professional qualification and has knowledge of properties in the area.

The property was valued at market value, which is defined as “the estimated amount for which a property should exchange on the date of the Valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing wherein the parties had acted knowledgeably, prudently and without compulsion”

The next full valuation will be undertaken in December 2023. The valuation at 31 December 2022 was reviewed and updated by an independent property professional.

9 – Debtors

	2022		2021	
	Group £	Charity £	Group £	Charity £
Trade debtors	489,507	363,295	257,231	98,112
Prepayments	299,427	145,658	415,126	188,633
Accrued income	9,997	9,997	25,660	25,660
Amounts owed from group undertakings	-	25,273	-	62,390
Total	<u>798,931</u>	<u>544,223</u>	<u>698,017</u>	<u>374,795</u>

Intercompany balances arise in the normal course of trading and as a result of the group VAT registration.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

10 – Creditors

Amounts Falling Due Within One Year

	2022		2021	
	Group £	Charity £	Group £	Charity £
Deferred income	1,594,256	1,238,607	2,388,573	1,172,898
Trade creditors	84,889	73,118	89,539	89,413
Taxation and social security costs	45,075	45,075	107,871	107,871
Accruals	121,089	112,439	151,301	146,501
Other creditors	45,823	45,423	17,198	17,198
	<u>1,891,132</u>	<u>1,514,662</u>	<u>2,754,482</u>	<u>1,533,881</u>

Amounts Falling Due After More Than One Year

	2022		2021	
	Group £	Charity £	Group £	Charity £
Property rent deposit	-	-	18,730	18,730
	<u>-</u>	<u>-</u>	<u>18,730</u>	<u>18,730</u>

The property rent deposit is included in other creditors in creditors falling due within one year due to the break clause in the lease in March 2023.

11 – Deferred Income

	2022		2021	
	Group £	Charity £	Group £	Charity £
Balance brought forward	2,388,573	1,172,898	958,673	876,889
Amounts released to SOFA in current year	(1,917,808)	(702,133)	(419,387)	(419,387)
Amounts deferred in the current year	1,123,491	767,842	1,849,287	715,396
Balance carried forward	<u>1,594,256</u>	<u>1,238,607</u>	<u>2,388,573</u>	<u>1,172,898</u>

Deferred income includes amounts received for membership subscriptions, qualifications and Congress which relate to a future accounting period. The balance also includes funds received from Health Education England for the histopathology reporting project which have not yet been recognised as income.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

12 - Reconciliation of Movements in Funds

Group	At 01/01/2022 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2022 £
Restricted Funds						
HEE Histopathology project	-	285,069	(285,069)	-	-	-
Total restricted funds	-	285,069	(285,069)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	(14,593)	-	-	51,996
Total designated funds	66,589	-	(14,593)	-	-	51,996
Accumulated funds	14,681,404	5,127,405	(4,127,786)	(684,126)	-	14,996,897
Listed investment revaluation reserve	1,608,529	-	-	(626,107)	-	982,422
Investment property revaluation reserve	724,533	-	-	-	-	724,533
Total unrestricted funds	17,081,055	5,127,405	(4,142,379)	(1,310,233)	-	16,755,848
	17,081,055	5,412,474	(4,427,448)	(1,310,233)	-	16,755,848

Group	At 01/01/2021 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2021 £
Restricted Funds						
HEE Histopathology project	-	34,158	(34,158)	-	-	-
Total restricted funds	-	34,158	(34,158)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	14,211,704	3,437,100	(3,131,413)	164,013	-	14,681,404
Listed investment revaluation reserve	859,319	-	-	749,210	-	1,608,529
Investment property revaluation reserve	674,533	-	-	50,000	-	724,533
Total unrestricted funds	15,812,145	3,437,100	(3,131,413)	963,223	-	17,081,055
	15,812,145	3,471,258	(3,165,571)	963,223	-	17,081,055

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)
12 – Reconciliation of Movements in Funds (continued)

Charity	At 01/01/2022 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2022 £
Restricted Funds						
HEE Histopathology project	-	285,069	(285,069)	-	-	-
Total restricted funds	-	285,069	(285,069)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	(14,593)	-	-	51,996
Total designated funds	66,589	-	(14,593)	-	-	51,996
Accumulated funds	14,427,722	3,609,416	(3,186,005)	(684,126)	-	14,167,007
Listed investment revaluation reserve	1,608,529	-	-	(626,107)	-	982,422
Investment property revaluation reserve	724,533	-	-	-	-	724,533
Total unrestricted funds	16,827,373	3,609,416	(3,200,598)	(1,310,233)	-	15,925,958
	16,827,373	3,894,485	(3,485,667)	(1,310,233)	-	15,925,958

Charity	At 01/01/2021 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2021 £
Restricted Funds						
HEE Histopathology project	-	34,158	(34,158)	-	-	-
Total restricted funds	-	34,158	(34,158)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	13,918,708	3,463,665	(3,118,664)	164,013	-	14,427,722
Listed investment revaluation reserve	859,319	-	-	749,210	-	1,608,529
Investment property revaluation reserve	674,533	-	-	50,000	-	724,533
Total unrestricted funds	15,519,149	3,463,665	(3,118,664)	963,223	-	16,827,373
	15,519,149	3,497,823	(3,152,822)	963,223	-	16,827,373

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**12 – Reconciliation of Movements in Funds (continued)**

The listed investment revaluation reserve represents the aggregate unrealised gains / (losses) on the investment portfolio.

The investment property revaluation reserve represents the aggregate unrealised gains / (losses) on the investment property.

The Jen Johnson bursary gives successful applicants the opportunity to attend Congress (a biennial event) by providing help with the costs.

The Statement of Financial Activities of the Institute of Biomedical Science does not, in the opinion of the Council, reflect the group's total activities without the consolidation of its subsidiary undertaking's results. The Institute has, therefore, produced the group Statement of Financial Activities Account but, as permitted by the Companies Act 2006 and the Charities SORP, has not included the charitable company's own Statement of Financial Activities Account.

13 – Analysis of Net Assets Between Funds

	2022	2022	2022
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,267,207	-	1,267,207
Listed investments	10,600,327	-	10,600,327
Investment property	1,150,000	-	1,150,000
Current assets	4,908,681	720,765	5,629,446
Current liabilities	(1,170,367)	(720,765)	(1,891,132)
Creditors: AFD after 1 year	-	-	-
	<u>16,755,848</u>	<u>-</u>	<u>16,755,848</u>
	2021	2021	2021
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,295,163	-	1,295,163
Listed investments	11,793,830	-	11,793,830
Investment property	1,150,000	-	1,150,000
Current assets	4,857,772	757,502	5,615,274
Current liabilities	(1,996,980)	(757,502)	(2,754,482)
Creditors: AFD after 1 year	(18,730)	-	(18,730)
	<u>17,081,055</u>	<u>-</u>	<u>17,081,055</u>

14 - Pension Schemes

The Institute operates a defined contribution scheme with Royal London to meet the requirements of the Auto Enrolment legislation. The Institute pays a contribution of 6% of salary during the employee's probation period. On successful completion of the probation period the Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary.

The Institute operates a defined contribution scheme with AEGON. The Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary. The scheme is now closed to new entrants.

Total employer contributions into the defined contribution schemes in the year were £105,005 (2021: £98,168).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

14 - Pension Schemes (continued)

There were employer and employee contributions totalling £nil (2020: £nil) outstanding at the year end.

The Institute operated a funded defined benefit pension scheme in the UK. The scheme was wound up on 17 May 2021.

15 – Auditors’ Remuneration

The auditors’ remuneration (excl. VAT) for the period for the charity was £16,250 (2021: £14,300). In addition, the auditors provided audit and corporation tax services to Institute of Biomedical Science (Professional Services) Ltd which were subject to a separate agreement.

16 – Capital Commitments

There were no capital commitments (2021: £45,191) at the year end.

17 – Post Balance Sheet Events

There were no post balance sheet events.

18 – Related Party Transactions

The Institute owns 100% of the share capital in Institute of Biomedical Science (Professional Services) Ltd and its results are consolidated into these financial statements.

During the year 7 members of Council received payments totalling of £5,030 (2021: £4,755 for 10 Council members) for providing professional examination, accreditation and assessment services. In addition, payments totalling £1,354 (2021: £710) were paid to the spouse of a member of the senior management team for providing professional examination services. The payments were on the same basis as that made to others providing the same services.

The spouse of a member of the senior management team was deputy editor of the BJBS and received a payment of £600 (2021: £600). The payment was made on the same basis as that made to others providing the same services.

Two members of the senior management team were also trustees of the Science Council. During the year the Institute incurred costs of £101,298 (2021: £101,483) from the Science Council. The costs related to membership and registration services.

A member of the senior management team is also a director of the International Federation of Biomedical Laboratory Science (IFBLS). The cost of travel, accommodation and out of pocket expenses related to this role is met by IFBLS. The cost of the IFBLS subscription paid by the Institute for the year was £7,631 (2021: £6,812).

19 – Lessor Operating Lease Commitments

The charity has entered into a non-cancellable operating lease as lessor for which the total of future minimum lease payments receivable (excluding VAT) as follows:

	2022	2021
	£	£
Within one year	10,600	62,400
Later than one year but within five years	-	10,600
Total	<u>10,600</u>	<u>73,000</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

20 – Comparative Statement of Financial Activity

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2021
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,440,341	-	2,440,341	2,393,783
Qualifications		356,538	34,158	390,696	267,246
Portfolios, assessments and accreditations		327,929	-	327,929	250,054
Publications		34,674	-	34,674	36,559
Regions, branches and discussion groups	2	6,633	-	6,633	53,224
Other income		572	-	572	53,627
<u>Congress and other trading activities</u>	7b	27,949	-	27,949	29,511
<u>Investments</u>					
Listed investment income		177,097	-	177,097	168,400
Property rental		64,237	-	64,237	41,854
Bank interest		1,130	-	1,130	7,671
Total Income		3,437,100	34,158	3,471,258	3,301,929
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		143,078	-	143,078	125,887
Investment management fees		82,726	-	82,726	64,483
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,286,642	34,158	1,320,800	1,047,768
Publications	3	99,977	-	99,977	101,891
Regions, branches and discussion groups	2,3	66,872	-	66,872	145,034
Member events, representation and benefits	3	1,421,822	-	1,421,822	1,157,590
Grants and prizes		30,296	-	30,296	24,571
Total Expenditure		3,131,413	34,158	3,165,571	2,667,224
Net gains / (losses) on investments		913,223	-	913,223	978,596
Net income / (expenditure)		1,218,910	-	1,218,910	1,613,301
Other recognised gains / (losses)					
Actuarial gains / (losses) on defined benefit pension scheme	15	-	-	-	1,000
Gain on revaluation of investment property		50,000	-	50,000	674,533
NET MOVEMENT IN FUNDS FOR THE YEAR		1,268,910	-	1,268,910	2,288,834
Total funds brought forward		15,812,145	-	15,812,145	13,523,311
Total funds carried forward	13,14	17,081,055	-	17,081,055	15,812,145

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales - Charity number 261926

Accounts

INSTITUTE OF BIOMEDICAL SCIENCE

Company Number 377268

Charity Number 261926

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2021**

**INSTITUTE OF BIOMEDICAL SCIENCE
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FOR THE YEAR ENDED 31 DECEMBER 2021**

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Council Members' Report

The Council members, who are also the trustees, submit their report on the charitable company and its group together with the audited financial statements for the year ended 31 December 2021.

Reference and Administrative Details

LEGAL STATUS

The Institute is a registered charity, number 261926. It is also registered at Companies House, as a company limited by guarantee and having no share capital, number 377268. The liability of its members, in the event of the company winding up, is limited to £1.

COUNCIL MEMBERS

The members of Council, who were the company's directors and trustees of the charity during the year or on the date of approval of this report, were:

Joanna Andrew	Shauna McAuley
Victoria Bradley	James G McNair
Nigel Coles	Colin Mudd
Jennifer Collins (appointed 5 June 2021)	Jane Needham
Sean Conlan (resigned 5 June 2021)	Debra Padgett
David Eccleston	Sarah Pitt (appointed 5 June 2021)
Joanne Horne (resigned 10 June 2021)	Daniel Smith (resigned 5 June 2021)
Charles Houston	Matthew Smith
Tahmina Hussain (appointed 5 June 2021)	Andrew Usher
Keith Hyde	Linda Walsh
Angela Jean-Francois (appointed 5 June 2021)	David Wells (resigned 31 May 2021)
Zonya Jeffrey	Allan Wilson

Each Council member is also a member of the Institute.

CHIEF EXECUTIVE AND COMPANY SECRETARY

Mr David Wells – from 1 June 2021

Sarah May – from 1 April 2021 to 31 May 2021 – Acting Chief Executive

Jill Rodney – to 31 March 2021

REGISTERED OFFICE

12 Coldbath Square, London EC1R 5HL

RELEVANT ORGANISATIONS

Auditors:

Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Bankers:

National Westminster Bank plc
Regent Street Branch
250 Regent Street
London
W1B 3BN

Investment Advisors:

EPOCH Consulting
Queen Square House
Queen Square Place
Bath
BA1 2LL

Solicitors:

Hunters Law LLP
9 New Square
London
WC2A 3QN

IBB Solicitors
Capital Court
30 Windsor Street
Uxbridge
UB8 1AB

Council Members' Report (continued)

Structure, Governance and Management

GOVERNANCE AND INTERNAL CONTROL

The Institute is a company limited by guarantee and a registered charity. Its governing document is the Memorandum and Articles of Association, originally incorporated on 17 November 1942, updated 8 June 2019.

COUNCIL MEMBERS

Council shall be composed of not fewer than twelve and not more than thirty members of the Institute, comprising:

- (i) the President, the Past President, the President Elect and the Treasurer, *ex officio*;
- (ii) not more than twelve persons elected by members of the Institute registered within the regions ("regional members"); and
- (iii) not more than twenty persons elected by the members of the Institute ("national members").

RECRUITMENT AND TRAINING

The election of members of Council in the place of those retiring at any annual general meeting is made by a ballot, where necessary, of those entitled to vote. New members go through an induction process to familiarise them about their responsibilities and duties and periodic training sessions are arranged as required.

ORGANISATIONAL MANAGEMENT

Council meets at least quarterly to set overall strategy and policy and review performance.

Each Council member will also be heavily involved in the various standing committees. These committees are set up by Council and are given specific aims. They report back to Council at regular intervals and include:

- The Membership and Marketing Committee which is responsible for the creation and implementation of the Institute's membership and marketing strategies. It is also the reporting committee for the local region and branch network.
- The Education and Professional Standards Committee which is responsible for matters relating to professional standards, education, training and professional development of members working in the profession.
- The Finance and Risk Committee which is responsible for monitoring the financial performance of the Institute, the performance of the Institute's investments and the effectiveness of the Institute's risk management processes and making recommendations to Council.
- The Audit Committee which seeks assurance from the external auditor that the accounts give a true and fair view of the financial performance and position and that the accounts comply with relevant accounting standards. The Audit Committee will also consider any issues raised by the auditors and the management's response.
- The Remuneration Committee which is responsible for determining the Institute's remuneration strategy and reviewing the terms and conditions of employment for the Chief Executive.

The Institute has a Chief Executive who is accountable directly to Council. The Institute's staff carry out the detailed day-to-day work on behalf of Council and assist committees as necessary.

RISK MANAGEMENT

Council has considered the major risks to which the Institute is exposed. The categories of risks identified were strategic risks, membership risks, governance risks, financial risks and operational risks. Council agreed that systems and procedures had been implemented to mitigate the risks which were identified.

Council Members' Report (continued)

RISK MANAGEMENT (CONTINUED)

The principal risks identified by the charity are as follows:

Risk	Mitigating actions
Government policy moves away from statutory regulation of the profession and national accreditation of laboratories for the four nations and crown dependencies.	<ul style="list-style-type: none"> • Responded positively to HCPC consultation on professional standards and continuation of HCPC as the professional regulator. • Regular meetings with HCPC and UKAS to shape future policy developments. • Policy role to be developed as part of new strategy.
Lack of stakeholder support for the development of advanced biomedical science roles	<ul style="list-style-type: none"> • Working with RCPATH and the 4 home nations to try to resolve this. • Institute members participate in Long Term Plan / People Plan workforce planning groups. • Position statements on pay banding for scientists undertaking specimen dissection and tissue pathology reporting published and well received.
Congress 2022 has to be cancelled due to the COVID pandemic resulting in significant financial loss for the Institute.	<ul style="list-style-type: none"> • Date moved from September 2021 to March 2022 to mitigate risk of impact of COVID. • Financial commitments relating to Congress minimised where possible. • F&RC monitoring the planning arrangements for Congress.

Public Benefit Statement

Council has complied with the duty in section 17(5) of the Charities Act 2011 and has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and in planning future activities. Council is satisfied that the Institute continues to meet the required public benefit test through its objectives and activities.

The Institute aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety. It does this by:

- Acting as an advocate for the biomedical science community with key stakeholders and policy makers to help ensure the high standards of the profession and patient safety are maintained.
- Developing and maintaining educational qualifications to enhance the skills, knowledge and career development of biomedical scientists within the profession.
- Providing opportunities for biomedical scientists to keep up to date with scientific developments through Institute publications and training events.
- Raising awareness of the importance of biomedical science in the provision of healthcare and the career opportunities in the profession.
- Supporting original research into scientific developments.

Investment Powers, Policy and Performance

The investment powers are governed by the Institute's Memorandum, which permits funds not immediately required for the purposes to be invested as the Council sees fit.

The Council's policy is to achieve an agreed growth target in excess of inflation over the long term. The portfolio as a whole is managed to reduce the risk of negative returns in excess of 20%. Income generated is re-invested to assist with the long term growth objective.

Council Members' Report (continued)

Investment Powers, Policy and Performance (continued)

The Council establishes the investment strategy and takes advice from its investment advisors who manage the portfolio on a day to day basis. Performance is monitored by the Finance and Risk Committee and the period end position is reported in note 7 (a).

Objectives, Activities, Achievements and Performance

The Institute is a registered charity and aims to promote and progress the role of biomedical science within healthcare to support the delivery of the best possible service for patient care and safety.

Each year it achieves this through publishing professional publications and guidance, running courses and seminars, organising scientific conferences (including the biennial IBMS Congress) and events, providing a platform to achieve higher level qualifications, access to digital content and public engagement resources, hosting regional and branch events and through running discussion groups. The major achievements in the year are summarised below:

Supporting the profession and their members, the IBMS:

- Launched a new mentoring scheme to provide future leaders and members early in their careers with a platform to engage.
- Committed to providing additional administrative support for treasurers of their network or regions and branches.
- Reviewed and revised their laboratory training approval process, making the application for new laboratories clearer and the information easier to obtain.
- To support virtual assessments, they created editable PDF versions for their qualifications.
- On-site verifications and examinations were re-introduced that work alongside virtual verifications and examinations, giving more options for how their assessments are made.
- Responded to Health and Care Professions Council (HCPC) consultations: Standards of proficiency review for biomedical and clinical scientists and Guidance on Health and Character.
- Successfully participated in the Quality Assurance pilot for HCPC approval of education providers for route to registration for biomedical scientists.
- Reviewed and implemented revised criteria for the accreditation of undergraduate and postgraduate degrees in biomedical science.
- Launched a new insurance scheme to reflect the current and future needs and requirements of how some of their members are employed.
- Provided guidance to their members and the public on the issues around the blood test supply issues that affected the NHS in Scotland, Wales and England.
- To highlight their membership support throughout the pandemic, a short film was commissioned and promoted to their members.

Progressing the profession and the careers of their members, the IBMS:

- Developed five new modules for up to 1,000 members to access on their eLearning platform. The bite-sized modules cover wellbeing, competence, incident reporting and reflection.
- Awarded 20 applicants with a Jen Johnson bursary to ensure more of their members can attend IBMS Congress 2022.
- Passed the Science Council Interim Licence Review which demonstrates their ability to develop robust practices and uphold exceptional standards in science.
- To track and improve their performance and progress on diversity and inclusion they undertook the Science Council Diversity and Inclusion (D&I) Progression Framework.
- Accredited 10 university biomedical science degree courses, covering 9 undergraduate and 9 post graduate programmes, and including two new universities.
- In recognition of high academic achievement on an IBMS accredited undergraduate degree course, 39 President's Prize Awards were given to IBMS eStudent members who graduated and achieved academic distinctions.
- Awarded, with the help of their verifiers, over 800 verifications for the Certificate of Competence to successful candidates for HCPC registration as biomedical scientists.
- Passed 188 candidates in the IBMS Certificate of Expert Practice distance learning qualification, the largest number to pass in one year.
- Ran two exam series in 2021 for the Higher Specialist Diplomas (HSD) due to the COVID-19 pandemic. As the popularity of this qualification continued to grow, these were the two biggest exam series ever for the qualification and 82 candidates passed.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

- A record 39 candidates sat an exam for the IBMS Diploma of Expert Practice in Histological Dissection. Up from the previous record of 33 candidates who sat the exam in November 2020 with 27 who passed, results were issued in February 2021.
- Five candidates passed the Advanced Specialist Diploma in Histological Dissection and 10 candidates achieved the Advanced Specialist Diploma in Histopathology Reporting.
- A total of 519 candidates successfully completed the Specialist Diploma across all disciplines (2020: 402).
- A total of 26 candidates were successful in their applications to be added to the Science Council registers.
- To help increase their members free access to Continuous Professional Development (CPD), The Biomedical Scientist Live event took place. A series of webinars and presentations took place for members to view over two days, all of which can be viewed online.
- Supported the Association for Clinical Biochemistry and Laboratory Medicine (ACB) in discussions to separate the UK branch of Lab Tests online from the parent entity in the US, this follows the sale of the parent to a private equity company and the move to increase the commercialisation of the site.
- Undertook development work for a new website that will launch in 2022. This included improving the navigation and layouts, making the site more user friendly and for content to be tailored that is relevant to members.

Promoting the profession and the successes of their members, the IBMS:

- Increased the impact factor for the peer review journal *The British Journal of Biomedical Science* from 2.712 in 2019 to 3.829 in 2021 - it is now ranked 6th out of 29 journals in the Medical Laboratory Technology JCR category. To improve visibility and to engage with a wider audience, the journal moved to Open Access from January 2022.
- Continued to sponsor external national science awards – STEM for Britain and the 'Biomedical Scientist of the Year' award at the Advancing Healthcare Awards. As well as sponsoring a place at the British Science Association's Media Fellowship scheme that enabled a member to undertake a 6-week work placement with a media organisation.
- Celebrated Biomedical Science Day for the fifth year, as hospital laboratories across the UK and the profession once more promoted to the public their vital role in healthcare. On social media, Biomedical Science Day posts reached a potential audience of 12.4 million people as politicians, government ministers and healthcare organisations got involved and posted on the day.
- Produced a new version of the popular Superlab comic. Aimed at 7-11 year olds, the digital version was created in time for National Pathology Week in November, with printed copies being launched for public engagement events in 2021.
- Continued to highlight the concerns of the profession through a series of press releases and statements which gained national media coverage. This included 25 articles in print and digital publications as well as over 50 national radio and TV interviews with senior members.
- Continued their work providing information and knowledge on the pandemic to an All-Party Parliamentary Health Group, IBMS President Elect Debra Padgett gave evidence to a select committee consisting of parliamentarians and representatives of industry and third sector organisations.

To ensure organisational robustness, the IBMS:

- Upgraded the accounting software which supports the customer relationship management (CRM) database.
- Continued to react to changes in guidance on safe working arrangements during the COVID-19 pandemic, resulting in staff continuing successfully to work remotely for much of the year. Staff attended the office at Coldbath Square, Central London, only to undertake essential tasks that couldn't be performed remotely.
- Negotiated a new five-year contract with the publishing partners at Redactive to build on the success of the monthly membership magazine.
- Council undertook a wide reaching and extensive recruitment process, following the retirement of Ms Jill Rodney, to appoint a new chief executive. Mr David Wells began his new role in June 2021.
- Council met to develop a new three-year corporate strategy which will be finalised and agreed in early 2022. The strategy contains proposals to utilise some of the IBMS reserves to pump prime new activities around membership, building the IBMS profile and undertaking research into the value added to the healthcare system by the profession.
- Moved IBMS Congress from September 2021 to March 2022, due to the COVID-19 pandemic. Sponsorship, exhibitors and delegate bookings have remained strong.
- Wound up the defined benefit pension scheme in May 2021.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

The Council has identified a number of key performance indicators to help monitor the organisation's performance. These include:

- Membership numbers – overall membership numbers remained largely unchanged year on year. The reduction in the number of Fellows was lower than expected. The number of e-students reduced but there was growth in the Member and Licentiate grades.
- Educational activity - the number of degree assessment and portfolio based qualifications increased as the impact of the COVID-19 pandemic reduced. There was a full programme of Institute exams in the year and candidate numbers on the distance learning qualifications continued to grow.
- Financial performance- the surplus on income and expenditure was higher than expected in 2021. Education income exceeded expectations. The COVID-19 pandemic continued to impact operating costs during the year. The investment portfolio increased in value by the year end and outperformed the peer group benchmark.
- Staff turnover and sickness levels – sickness levels remained in line with expectations for an organisation of this size. Staff turnover was higher than in previous years but there were no areas of concern identified.

Financial Review

The combined results of the Institute and its subsidiary are shown on pages 12 to 15 of the financial statements. The Institute is a non-profit making organisation and accordingly no dividends are proposed.

The Group Statement of Financial Activities on page 12 shows net income of £1,218,910 which included a gain on listed investments of £913,223. Funds are invested across a number of pooled funds to achieve a targeted total return and the year-end position is reported in note 7a. The investment portfolio generated a return of 9.34% after fees for the year, ahead of the peer group benchmark of 7.76%.

Total income increased by 5% compared to the previous year. This was largely due to a 38% increase in education income as the impact of COVID-19 on the Institute's qualifications reduced. Total income excluding Congress is 12% higher than in 2019 before the COVID-19 pandemic.

Total expenditure increased by 19% compared to the previous year. A significant amount of work was completed to re-develop the Institute's website to make it fit for purpose. The new website will launch in 2022. There were also costs associated with completing the wind up of the defined benefit pension scheme and introducing new arrangements for the medical malpractice cover for members. Operating costs continued to be lower than before the COVID 19 pandemic as a result of changes to working practices because of the COVID-19 pandemic.

There was a small increase in the value of the Institute's investment property. Overall, including the results of IBMS (Professional Services) Ltd, there was an increase in funds of £1,268,910 for the year. This has been transferred to reserves.

IBMS (Professional Services) Ltd made a loss before tax of £39,314. The loss was in line with the directors' expectations as there was no Congress event during the year.

Grant-Making Policy

The Education and Professional Standards Committee has delegated responsibility to agree the annual programme of research grants. It makes a detailed assessment of each application. Grants this year totalled £22,134 (2020: £18,382). All grants during the current and preceding year were made to individuals in order to further their biomedical research. The Committee administered the Mary Macdonald award which was awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £nil (2020: £nil) as there was no Congress event.

The Membership and Marketing Committee administer the Jen Johnson bursary which is awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress. Grants this year totalled £nil (2020: £nil) as there was no Congress event.

Council Members' Report (continued)

Remuneration Policy

The Institute's policy is to provide competitive rewards to attract and retain high performing individuals whose contribution will enhance member value while ensuring rewards remain appropriate and proportionate when compared to market practice. The Institute aims to position salaries at the median of comparator groups. Benchmarking is undertaken periodically and appropriate judgement is applied in evaluating market data. This policy has been agreed by the Remuneration Committee.

The Remuneration Committee is responsible for setting the salary of the Chief Executive. The salaries of the other key management personnel are set by the Chief Executive following consultation with the Officers.

Defined Benefit Pension Scheme

The defined benefit pension scheme was wound up on the 17 May 2021. The administration costs of completing the wind up are reported in the Statement of Financial Activities.

Reserves Policy

The Institute's reserves policy focuses on the level of "free reserves". Free reserves exclude the net book value of the Institute's tangible fixed assets (primarily the property used and occupied at Coldbath Square), investment properties, any designated reserves and any surplus or deficit reported on the pension scheme. There are no restricted funds in this year or the prior year, but these would also be excluded, should there be any, in determining "free reserves".

The reserves policy is reviewed regularly by Council on the basis of the financial impact of the current risks facing the Institute.

The Institute seeks to maintain free reserves to manage the risks to which it is exposed in the course of its business, including but not limited to safeguarding against fluctuations in its membership revenue.

Council considers that in order to meet these needs, and to operate effectively and be able to operate with minimum disruption, the Institute needs reserves of approximately £5 million.

The Institute's free reserves were £14.569 million at 31 December 2021 (2020: £13.252 million).

Council has agreed that if reserves fall by more than 10% below the target range, it will consider what action is required to increase the level of reserves held.

Future Plans

The Institute aims to generate sufficient income from its current activities to operate at a modest surplus without needing to rely on investment income and surpluses from Congress.

Future plans include providing better support, information and services for members through a variety of methods, including improved publications and greater online resources. For more information and a detailed review of future plans, see the Institute's strategy and the Institute's Members' Report which are both available on the website.

Council Members' Report (continued)

Council Members' Accounting and Reporting Responsibilities

The Council members (who are also directors of the Institute of Biomedical Science for the purposes of company law) are responsible for preparing the Council's 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 Council members 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 group as at the balance sheet date, and of the charitable company and group's incoming resources and application of resources, including income and expenditure, for that period. In preparing those 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 accounting 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 business.

The Council members are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charitable company's Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council Members are responsible for the maintenance and integrity of the corporate and financial information included on 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.

The following statements have been affirmed by each of the Council Members of the charitable company:

- so far as each Council member is aware, there is no relevant audit information (that is, information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- each Council member has taken all the steps that they ought to have taken as a Council member in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

Haysmacintyre LLP were re-appointed as auditors during the year and offer themselves for re-appointment at the forthcoming Annual General Meeting.

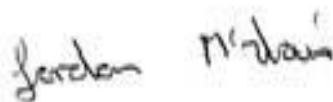
Small Company Exemptions

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

Approved by Council on 8 April 2022 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer



D Wells
Chief Executive and Company
Secretary

Independent Auditors' Report to the Members of the Institute of Biomedical Science

Opinion

We have audited the financial statements of the Institute of Biomedical Science for the year ended 31 December 2021 which comprise of the Consolidated Statement of Financial Activities, Consolidated Balance Sheet and the Charity Balance Sheet, the Consolidated Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Council Members' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

Based on our understanding of the group and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to GDPR and Health and Safety legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, income tax, payroll tax and sales tax.

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to revenue and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year, including during the continued Covid-19 remote working period
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Audit Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



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*Jeremy Beard (Senior statutory auditor)
for and on behalf of Haysmacintyre LLP, Statutory
Auditor*

*10 Queen Street Place
London
EC4R 1AG*

Date: 8 April 2022

Haysmacintyre LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2021
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,440,341	-	2,440,341	2,393,783
Qualifications		356,538	34,158	390,696	267,246
Portfolios, assessments and accreditations		327,929	-	327,929	250,054
Publications		34,674	-	34,674	36,559
Regions, branches and discussion groups	2	6,633	-	6,633	53,224
Other income		572	-	572	53,627
<u>Congress and other trading activities</u>	7b	27,949	-	27,949	29,511
<u>Investments</u>					
Listed investment income		177,097	-	177,097	168,400
Property rental		64,237	-	64,237	41,854
Bank interest		1,130	-	1,130	7,671
Total Income		3,437,100	34,158	3,471,258	3,301,929
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		143,078	-	143,078	125,887
Investment management fees		82,726	-	82,726	64,483
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,286,642	34,158	1,320,800	1,047,768
Publications	3	99,977	-	99,977	101,891
Regions, branches and discussion groups	2,3	66,872	-	66,872	145,034
Member events, representation and benefits	3	1,421,822	-	1,421,822	1,157,590
Grants and prizes		30,296	-	30,296	24,571
Total Expenditure		3,131,413	34,158	3,165,571	2,667,224
Net gains / (losses) on investments		913,223	-	913,223	978,596
Net income / (expenditure)		1,218,910	-	1,218,910	1,613,301
Other recognised gains / (losses)					
Actuarial gains / (losses) on defined benefit pension scheme	15	-	-	-	1,000
Gain on revaluation of investment property		50,000	-	50,000	674,533
NET MOVEMENT IN FUNDS FOR THE YEAR		1,268,910	-	1,268,910	2,288,834
Total funds brought forward		15,812,145	-	15,812,145	13,523,311
Total funds carried forward	13,14	17,081,055	-	17,081,055	15,812,145

All activities are continuing and there are no other recognised gains and losses other than those recognised above.

A comparative Statement of Financial Activity can be found in Note 20

A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019.

The notes on pages 16 to 30 form part of these financial statements.

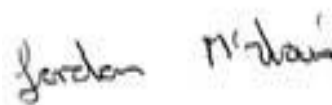
Consolidated Balance Sheet as at 31 December 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible assets	6	1,295,163	1,393,483
Listed investments	7a	11,793,830	10,786,235
Investment property	8	1,150,000	1,100,000
		<u>14,238,993</u>	<u>13,279,718</u>
Current Assets			
Stock		975	1,620
Debtors	9	698,017	439,354
Cash at bank and in hand		4,916,282	3,401,776
		<u>5,615,274</u>	<u>3,842,750</u>
Creditors: amounts falling due within one year	10	<u>(2,754,482)</u>	<u>(1,209,810)</u>
Net Current Assets		<u>2,860,792</u>	<u>2,632,940</u>
Total assets less current liabilities		17,099,785	15,912,658
Creditors: amounts falling due after more than one year	10	<u>(18,730)</u>	<u>(100,513)</u>
Net Assets		<u>17,081,055</u>	<u>15,812,145</u>
Unrestricted Funds			
Accumulated fund		14,681,404	14,211,704
Designated fund		66,589	66,589
Listed investment revaluation reserve		1,608,529	859,319
Investment property revaluation reserve		724,533	674,533
	12,13	<u>17,081,055</u>	<u>15,812,145</u>

Approved and authorised for issue by Council on 8 April 2022 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer

The notes on pages 16 to 30 form part of these financial statements.

Charity Balance Sheet as at 31 December 2021

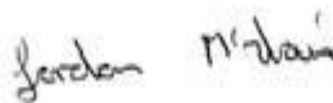
	Notes	2021 £	2020 £
Fixed Assets			
Tangible assets	6	1,295,163	1,393,483
Listed investments	7a	11,794,830	10,787,235
Investment property	8	1,150,000	1,100,000
		<u>14,239,993</u>	<u>13,280,781</u>
Current Assets			
Stock		975	1,620
Debtors	9	374,795	235,396
Cash at bank and in hand		3,764,221	3,225,353
		<u>4,072,246</u>	<u>3,462,369</u>
Creditors: amounts falling due within one year	10	(1,533,881)	(1,205,209)
		<u>2,606,110</u>	<u>2,257,160</u>
Net Current Assets			
		<u>16,846,103</u>	<u>15,537,878</u>
Total assets less current liabilities			
Creditors: amounts falling due after more than one year	10	(18,730)	(18,729)
		<u>16,827,373</u>	<u>15,519,149</u>
Net Assets			
		<u><u>16,827,373</u></u>	<u><u>15,519,149</u></u>
Unrestricted Funds			
Accumulated fund		14,427,722	13,918,708
Designated fund		66,589	66,589
Listed investment revaluation reserve		1,608,529	859,319
Investment property revaluation reserve		724,533	674,533
	12	<u>16,827,373</u>	<u>15,519,149</u>

The net movement in funds for the year for the charitable company, excluding the subsidiary, was a surplus of £1,308,223 (2020: surplus £2,835,945).

Approved by Council and authorised for issue on 8 April 2022 and signed on their behalf by:



D Padgett
President



J G McNair
Treasurer

The notes on pages 16 to 30 form part of these financial statements.

Consolidated Statement of Cash Flows for the Year Ended 31 December 2021

	Notes	2021 £	2020 £
Reconciliation of net income / (expenditure) to cash flow from operating activities			
Net income / (expenditure) for the year (as per Statement of Financial Activities)		1,218,910	1,613,301
<i>Adjustments for:</i>			
Pension scheme operating charge		-	1,000
Depreciation of property, plant and equipment	6	109,492	108,896
(Gains) / losses on investments		(913,223)	(978,596)
Dividends and interest		(178,227)	(176,071)
Property rental		(64,237)	(41,854)
Decrease / (increase) in stock		645	435
Decrease / (increase) in debtors	8	(258,663)	(101,753)
(Decrease) / increase in creditors	10	1,462,889	478,125
Net cash provided by operating activities		1,377,586	903,483
Cash flows from investing activities			
Listed investment income and bank interest		178,227	176,071
Property rental		64,237	41,854
Purchase of property, plant and equipment	6	(11,172)	(12,919)
Purchase of investments		(2,981,803)	(11,953,524)
Disposal of investments		2,932,865	12,428,505
(Increase) / decrease in cash in investment portfolio		(45,434)	(578,896)
Net cash (used in) / provided by investing activities		136,920	101,091
Change in cash and cash equivalents in the reporting period		1,514,506	1,004,574
Cash and cash equivalents at start of year		3,401,776	2,397,202
Cash and cash equivalents at end of year		4,916,282	3,401,776
Components of cash and cash equivalents			
Cash at bank and in hand		3,897,552	2,883,047
Short term deposits		1,018,730	518,729
		4,916,282	3,401,776

Analysis of change in net debt

There are no debts held, the net debt relates only to cash and cash equivalents

	2021 £	2020 £
Cash and cash equivalents at start of year	3,401,776	2,397,202
Cash flows	1,514,506	1,004,574
Cash and cash equivalents at end of year	4,916,282	3,401,776

The notes on pages 16 to 30 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1 - Accounting Policies

Statutory Information

The Institute of Biomedical Science is a private company, limited by guarantee, domiciled in England and Wales, registration number 377268. It is also a charity registered with the Charity Commission for England and Wales, number 261926. The registered office is 12, Coldbath Square, London EC1R 5HL.

The Institute is a charitable company limited by the guarantee of its members to a maximum of £1 per member on winding up.

Statement of compliance

The financial statements are prepared under the historical cost convention as modified to include the revaluation of investments at fair value. The format of the financial statements has been presented to comply with the Companies Act 2006, FRS102 The Financial Reporting Standard applicable in the UK and Ireland and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2019).

The financial statements are presented in sterling and reflect the results which are all from continuing activities.

The Institute is a Public Benefit Entity as defined by FRS102.

Going concern

In assessing the Institute's ability to continue as a going concern, the Council members have considered the organisation's liquidity position and reviewed cash flow forecasts for the foreseeable future. In addition to its cash reserves, it has an investment portfolio to draw upon and two properties, with no external debt or security.

The Institute has prepared cash flow forecasts which take into account the potential impact of the risks identified from the COVID-19 pandemic. The forecasts indicate that during the year the Institute will have sufficient cash reserves to meet its obligations without the need to draw on its investment portfolio.

The Council members continue to adopt the going concern basis in preparing the accounts.

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charity's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Although these estimates are based on management's best knowledge of the amount, events or actions, actual results may ultimately differ from those estimates. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects current and future periods. The Council consider the following items to be areas subject to estimation and judgement:

Depreciation: - the useful economic lives of tangible fixed assets are based on management's judgement and experience. When management identifies that the actual useful economic lives differ materially from the estimates used to calculate depreciation, that charge is adjusted retrospectively. Although tangible fixed assets are significant, variances between actual and estimated useful economic lives will not have a material impact on the operating results.

Investment property: - The principal assumptions used to value the investment property are those as set out in note 8.

In the view of the Council members, no assumptions concerning the future or estimation uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**1 - Accounting Policies (continued)****Basis of consolidation**

These financial statements consolidate the results of the Institute and its wholly owned subsidiary, Institute of Biomedical Science (Professional Services) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019. The charity's income for the year amounted to £3,497,823 (2020: £3,840,525). The charity's net movement in funds for the year amounted to £1,308,223 (2020: £2,835,945).

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Group's financial statements.

Fund accounting

Funds received for a specified purpose are shown as restricted income in the Statement of Financial Activities. Any such income not spent at the year-end is shown as a restricted fund in the balance sheet.

The Institute has unrestricted funds made up of membership subscriptions, income from educational activities and other income received or generated for its charitable purposes. These are available for trustees to utilise at their discretion and in line with the charity's objects.

Unrestricted funds which the trustees have agreed to set aside for a specific purpose are shown as designated funds on the balance sheet.

Income

All income is recognised once the Institute is entitled to the income, it is probable that the income will be received and can be quantified with reasonable accuracy.

Subscriptions comprise approved membership applications for the various categories of membership. Subscriptions received which relate to a future financial period are included in the balance sheet as deferred income.

Qualifications comprise the charge made for courses and qualifications provided by the Institute. Any income relating to courses or exam sittings occurring after the balance sheet date is included in the balance sheet as deferred income.

Registrations comprise the fees for accrediting an individual member's portfolio of experience and the fees for the accrediting of biomedical science courses run by educational institutions. The income is recognised at the point of registration.

Regions and branches comprise the income generated locally (mainly from local training events) by the regions and branches to run discussion groups and meetings.

Property rental comprises the income received from renting out the building at No5 Coldbath Square. Income which has been invoiced but relates to a future financial period is included in the balance sheet as deferred income.

Trading activities comprise the income generated by IBMS (Professional Services) Ltd. It consists of income from running events (mainly Congress, a biennial event), providing secretarial support to other organisations and hire of meeting room facilities. Income received for events which are taking place after the balance sheet date is included in the balance sheet as deferred income.

Interest and investment income is recognised on a receivable basis.

Expenditure

Expenditure is included on an accruals basis where there is a legal or constructive obligation to make a payment to a third party and the amount can be measured reliably. Expenditure is either directly attributed to a cost category, or apportioned on a basis consistent with the use of the resources.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

1 - Accounting Policies (continued)

Expenditure (continued)

Expenditure on charitable activities includes the cost of delivering education and other services to members for the benefit of the profession along with the associated support costs.

Expenditure on trading activities comprises the costs incurred by IBMS (Professional Services Ltd) and allocated support costs.

Support costs comprise the costs which cannot be directly attributed to a particular activity in the Statement of Financial Activity and include governance costs. Support costs are apportioned between the various activities according to the estimated usage of staff resource.

Grants

Grants payable are charged in the year when the offer is conveyed to the recipient except where the offer is conditional and such grants are recognised as expenditure when the conditions have been met.

Listed investments

Listed investments are shown at their fair value at the balance sheet date. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Investment property

Investment properties are disclosed at their fair market value at the balance sheet date based on an arm's length transaction. Any increase or decrease in value is reflected in the Statement of Financial Activities.

A full valuation is undertaken every three years. The valuation is reviewed annually in the intervening years.

Tangible fixed assets and depreciation

Assets with a useful economic life of more than one year and a value of over £500 are capitalised.

Tangible fixed assets have been depreciated so as to write assets off over their estimated useful lives at the following rates:

Freehold property:	2% per annum on a straight line basis
Furniture, fixtures and fittings:	10% per annum on a straight line basis
Computers:	20% to 33.33% per annum on a straight line basis
Assets under construction:	Nil depreciation until assets are ready for use

Pension schemes

The Institute operated two types of pension scheme during the year, two defined contribution (DC) pension schemes and a defined benefit (DB) pension scheme. See note 14.

The cost of the DC schemes is charged to the Statement of Financial Activities is equal to the Institute's contribution payable to the schemes during the year.

The DB scheme was wound up on the 17 May 2021. The cost of the scheme charged to the Statement of Financial Activity for the year related to the administration costs of completing the wind up.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

1 - Accounting Policies (continued)

Short term benefits

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in accordance with FRS 102.

Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future entitlement and accrued at the balance sheet date.

Taxation

Tax is provided on the taxable profits retained in the trading subsidiary.

Gift Aid

The Institute of Biomedical Science (Professional Services) Ltd donates the taxable profit arising from its trading activity to the parent entity. The donation is recognised when paid or there is a legal obligation to make the payment.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, trade and fee debtors, staff loans, other debtors, prepayments and accrued income and amounts owed by group undertakings. A specific provision is made for debts for which recoverability is in doubt. Cash and cash equivalents are defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise deposits, fees in advance, trade creditors, other creditors and amounts owed to group undertakings.

Stock

The value of medals held in stock to recognise members' long service is stated at the lower of cost and their net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due for the provision of services delivered. Prepayments are recognised at the amount prepaid or the amount paid in advance.

Creditors

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

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and highly liquid interest-bearing securities with maturities of three months or less.

Irrecoverable VAT

Irrecoverable VAT is charged to the Income and Expenditure account for the period to which it relates.

2 – Regions and Branches

Regions and branches run activities that raise money locally and incur costs. The balances remaining in bank accounts at the year-end of £349,916 (2020: £336,926) are included in the balance sheet. The costs include an apportionment of support costs (note 3) based on an assessment of staff resources used.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

3 - Total Expenditure

	Direct costs	Support costs	Total 2021
	£	£	£
Trading activities	84,724	58,354	143,078
Investment management fees	82,726	-	82,726
Education, qualifications and registration	831,216	489,584	1,320,800
Publications	90,576	9,401	99,977
Regions, branches & discussion groups	46,120	20,752	66,872
Membership events, representation and benefits	956,185	465,637	1,421,822
Grants & prizes	30,296	-	30,296
Total Expenditure	2,121,843	1,043,728	3,165,571

Grants made during the current year totalled £22,134 to 5 individuals. In 2020 they totalled £18,382 to 4 individuals.

	Direct costs	Support costs	Total 2020
	£	£	£
Trading activities	74,887	51,000	125,887
Investment management fees	64,483	-	64,483
Education, qualifications and registration	596,745	451,023	1,047,768
Publications	88,586	13,305	101,891
Regions, branches & discussion groups	113,991	31,043	145,034
Membership events, representation and benefits	673,749	483,841	1,157,590
Grants & prizes	24,571	-	24,571
Total Expenditure	1,637,012	1,030,212	2,667,224

Support Costs

	2021	2020
	£	£
People costs	546,471	459,024
Office running costs	136,139	195,571
IT & website	143,801	170,240
Irrecoverable VAT	35,458	16,687
Depreciation	109,492	108,896
Other costs	43,505	40,554
Governance		
Council and committees	14,562	25,940
Audit	14,300	13,300
	1,043,728	1,030,212

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**4 - Staff Costs**

	2021	2020
	£	£
Salaries and wages	1,197,533	1,178,958
Social security	132,443	129,693
Employer pension contributions – DC schemes	98,168	105,768
Temporary staff	133,212	17,604
Life assurance	6,276	6,668
Staff expenses	1,534	2,735
Defined benefit pension scheme running costs	115,628	29,307
Recruitment and training	41,100	22,615
	<u>1,725,894</u>	<u>1,493,348</u>

The average number of employees in the period was: 29 30

The number of staff whose annual emoluments in the period fell within the following bands were:

£60,000 to	£70,000	1	1
£70,000 to	£80,000	3	3
£80,000 to	£90,000	1	-
£130,000 to	£140,000	-	1

The Council consider the key management personnel for the Institute to be themselves, the Chief Executive, Deputy Chief Executive and the four executive team heads. The remuneration and benefits (included above) received by the key management personnel in employment during the year was £575,256 (2020: £598,272).

None of the Council members received any emoluments or benefits from the Institute during the period for undertaking the role. Total costs of travel, accommodation and out of pocket expenses incurred during the period on the Institute's business by 24 Council members (2020: 23 Council members) amounted to £9,570 (2020: £7,340).

5 – Net Income for the Year

This is stated after charging:

	2021	2020
	£	£
Auditors remuneration:		
Audit fee for the group (excluding VAT)	17,500	15,800
Other services (excluding VAT)	1,600	1,575
Depreciation	109,492	108,896
Operating leases	<u>2,680</u>	<u>2,680</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

6 - Tangible Fixed Assets

Group and Charity	Freehold Property	Furniture, Fixtures & Fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2021	800,000	633,089	304,317	1,737,406
Additions	-	-	11,172	11,172
Disposals	-	-	(572)	(572)
At 31 December 2021	<u>800,000</u>	<u>633,089</u>	<u>304,317</u>	<u>1,748,006</u>
Depreciation				
At 1 January 2021	25,333	76,828	241,762	343,923
Charge for the year	16,000	63,115	30,377	109,492
Disposals	-	-	(572)	(572)
At 31 December 2021	<u>41,333</u>	<u>139,943</u>	<u>271,567</u>	<u>452,843</u>
Net Book Value				
At 31 December 2021	<u>758,667</u>	<u>493,146</u>	<u>43,350</u>	<u>1,295,163</u>
At 31 December 2020	<u>774,667</u>	<u>556,261</u>	<u>62,555</u>	<u>1,393,483</u>

7a – Listed and Unlisted Investments

	Group		Charity	
	2021 £	2020 £	2021 £	2020 £
Listed investments - valuation				
As at 1 January	10,140,343	9,636,728	10,140,343	9,636,728
Additions	2,981,803	11,953,524	2,981,803	11,953,524
Disposals	(2,932,865)	(12,428,505)	(2,932,865)	(12,428,505)
Realised gains / (losses)	164,013	119,277	164,013	119,277
Unrealised gains / (losses)	749,210	859,319	749,210	859,319
At 31 December	<u>11,102,504</u>	<u>10,140,343</u>	<u>11,102,504</u>	<u>10,140,343</u>
Investment in subsidiary	-	-	1,000	1,000
Cash held as investments at period end	691,326	645,892	691,326	645,892
Total investments	<u>11,793,830</u>	<u>10,786,235</u>	<u>11,794,830</u>	<u>10,787,235</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

7a – Listed and Unlisted Investments (continued)

The market values of the group's listed investments on the UK Stock exchange were:

	2021	2020
	£	£
Managed funds – UK equities	2,431,162	2,734,067
Managed funds – overseas equities	5,242,571	4,640,966
Managed funds – alternative strategies	243,228	241,656
Managed funds – fixed interest securities	2,957,140	2,297,616
Managed funds – commodities	-	103,084
Managed funds – commercial property	228,403	122,954
	<hr/>	<hr/>
Sub-total	11,102,504	10,140,343
Cash held in the investment portfolio	691,326	645,892
	<hr/> <hr/>	<hr/> <hr/>
	11,793,830	10,786,235

The historical cost of the listed investments was £9,672,343 (2020: £9,913,916).

Other investments in the charitable company accounts were:

	2021	2020
	£	£
Unlisted investments comprising of:		
Institute of Biomedical Science (Professional Services) Ltd		
1,000 Ordinary shares of £1 each	<hr/> <hr/>	<hr/> <hr/>
	1,000	1,000

7b - Subsidiary

The investment in the Institute of Biomedical Science (Professional Services) Limited represents 100% of that Company's ordinary share capital and is therefore a subsidiary undertaking. The subsidiary is registered in England and Wales and the registered office is 12, Coldbath square, London EC1R 5HL.

The Institute of Biomedical Science (Professional Services) Limited has made a qualifying charitable donation of £nil (2020: £518,927) to its parent company, the Institute of Biomedical Science. The assets, liabilities and funds of the subsidiary were:

	2021	2020
	£	£
Assets	1,537,673	383,062
Liabilities	<hr/> <hr/>	<hr/> <hr/>
	(1,282,991)	(89,066)
	<hr/> <hr/>	<hr/> <hr/>
	254,682	293,996
Representing:		
Share Capital	1,000	1,000
Profit and Loss account	<hr/> <hr/>	<hr/> <hr/>
	253,682	292,996
	<hr/> <hr/>	<hr/> <hr/>
	254,682	293,996

Details of the subsidiary's profit and loss accounts are as follows:

	2021	2020
	£	£
Turnover	27,949	29,511
Cost of sales	<hr/> <hr/>	<hr/> <hr/>
	(54,691)	(50,145)
Gross (loss) / profit	<hr/> <hr/>	<hr/> <hr/>
	(26,742)	(20,634)
Interest receivable	40	515
Administrative expenses	<hr/> <hr/>	<hr/> <hr/>
	(12,612)	(8,065)
	<hr/> <hr/>	<hr/> <hr/>
	(39,314)	(28,184)
Corporation Tax	-	-
Gift aid donation to parent undertaking	<hr/> <hr/>	<hr/> <hr/>
	-	(518,927)
Movement on profit and loss account for the year	<hr/> <hr/>	<hr/> <hr/>
	(39,314)	(547,111)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**7b – Subsidiary (continued)**

This subsidiary has been formed to deal with activities that are regarded as trading. Such activities include receiving income from trade exhibitions.

8 – Investment property – No5 Coldbath Square

Group and Charity	2021	2020
	£	£
As at 1 January	1,100,000	-
Transfer from tangible fixed assets	-	425,467
Unrealised gains / (losses)	50,000	674,533
At 31 December	<u>1,150,000</u>	<u>1,100,000</u>

The property was independently valued in December 2020 in accordance with the appropriate practice statement set out in the RICS Appraisal and Valuation Manual. The person who undertook the valuation holds a recognised and relevant professional qualification and has knowledge of properties in the area.

The property was valued at market value, which is defined as “the estimated amount for which a property should exchange on the date of the Valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing wherein the parties had acted knowledgeably, prudently and without compulsion”

The next full valuation will be undertaken in December 2023. The valuation at 31 December 2021 was reviewed and updated by an independent property professional.

9 – Debtors

	2021		2020	
	Group £	Charity £	Group £	Charity £
Trade debtors	257,231	98,112	177,296	99,158
Prepayments	415,126	188,633	217,905	89,404
Accrued income	25,660	25,660	26,130	26,130
Taxation and social security	-	-	18,023	18,023
Amounts owed from group undertakings	-	62,390	-	2,681
Total	<u>698,017</u>	<u>374,795</u>	<u>439,354</u>	<u>235,396</u>

Included in debtors above there are £nil (2020: £128,501) due in more than one year. Those in the prior year were prepayments for Congress held in March 2022.

Intercompany balances arise in the normal course of trading and as a result of the group VAT registration.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**10 – Creditors****Amounts Falling Due Within One Year**

	2021		2020	
	Group	Charity	Group	Charity
	£	£	£	£
Deferred income	2,388,573	1,172,898	876,889	876,889
Trade creditors	89,539	89,413	76,932	76,856
Taxation and social security costs	107,871	107,871	37,008	37,008
Accruals	151,301	146,501	201,500	197,450
Other creditors	17,198	17,198	17,481	17,006
	<u>2,754,482</u>	<u>1,533,881</u>	<u>1,209,810</u>	<u>1,205,209</u>

Amounts Falling Due After More Than One Year

	2021		2020	
	Group	Charity	Group	Charity
	£	£	£	£
Deferred income	-	-	81,784	-
Property rent deposit	18,730	18,730	18,729	18,729
	<u>18,730</u>	<u>18,730</u>	<u>100,513</u>	<u>18,729</u>

Deferred income in 2020 was for amounts received in relation to the Congress event due to be held in March 2022 and is now included in creditors falling due within one year.

11 – Deferred Income

	2021		2020	
	Group	Charity	Group	Charity
	£	£	£	£
Balance brought forward	958,673	876,889	323,287	323,287
Amounts released to SOFA in current year	(419,387)	(419,387)	(323,287)	(323,287)
Amounts deferred in the current year	1,849,287	715,396	958,673	876,889
Balance carried forward	<u>2,388,573</u>	<u>1,172,898</u>	<u>958,673</u>	<u>876,889</u>

Deferred income includes amounts received for membership subscriptions, qualifications and Congress which relate to a future accounting period. The balance also includes funds received from Health Education England for the histopathology reporting project which have not yet been recognised as income.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

12 - Reconciliation of Movements in Funds

Group	At 01/01/2021 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2021 £
Restricted Funds						
HEE Histopathology project	-	34,158	(34,158)	-	-	-
Total restricted funds	-	34,158	(34,158)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	14,211,704	3,437,100	(3,131,413)	164,013	-	14,681,404
Listed investment revaluation reserve	859,319	-	-	749,210	-	1,608,529
Investment property revaluation reserve	674,533	-	-	50,000	-	724,533
Total unrestricted funds	15,812,145	3,437,100	(3,131,413)	963,223	-	17,081,055
	15,812,145	3,471,258	(3,165,571)	963,223	-	17,081,055

Group	At 01/01/2020 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2020 £
Restricted Funds						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	12,628,469	3,296,369	(2,660,664)	119,277	828,253	14,211,704
Pension reserve	-	-	(1,000)	1,000	-	-
Listed investment revaluation reserve	828,253	-	-	859,319	(828,253)	859,319
Investment property revaluation reserve	-	-	-	674,533	-	674,533
Total unrestricted funds	13,523,311	3,296,369	(2,661,664)	1,654,129	-	15,812,145
	13,523,311	3,301,929	(2,667,224)	1,654,129	-	15,812,145

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

12 – Reconciliation of Movements in Funds (continued)

Charity	At 01/01/2021 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2021 £
Restricted Funds						
HEE Histopathology project	-	34,158	(34,158)	-	-	-
Total restricted funds	-	34,158	(34,158)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	13,918,708	3,463,665	(3,118,664)	164,013	-	14,427,722
Listed investment revaluation reserve	859,319	-	-	749,210	-	1,608,529
Investment property revaluation reserve	674,533	-	-	50,000	-	724,533
Total unrestricted funds	15,519,149	3,463,665	(3,118,664)	963,223	-	16,827,373
	15,519,149	3,497,823	(3,152,822)	963,223	-	16,827,373

Charity	At 01/01/2020 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2020 £
Restricted Funds						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	11,788,362	3,834,965	(2,652,149)	119,277	828,253	13,918,708
Pension Reserve	-	-	(1,000)	1,000	-	-
Listed investment revaluation reserve	828,253	-	-	859,319	(828,253)	859,319
Investment property revaluation reserve	-	-	-	674,533	-	674,533
Total unrestricted funds	12,683,204	3,834,965	(2,653,149)	1,654,129	-	15,519,149
	12,683,204	3,840,525	(2,658,709)	1,654,129	-	15,519,149

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**12 – Reconciliation of Movements in Funds (continued)**

The listed investment revaluation reserve represents the aggregate unrealised gains / (losses) on the investment portfolio.

The investment property revaluation reserve represents the aggregate unrealised gains / (losses) on the investment property.

The Jen Johnson bursary gives successful applicants the opportunity to attend Congress (a biennial event) by providing help with the costs.

The Statement of Financial Activities of the Institute of Biomedical Science does not, in the opinion of the Council, reflect the group's total activities without the consolidation of its subsidiary undertaking's results. The Institute has, therefore, produced the group Statement of Financial Activities Account but, as permitted by the Companies Act 2006 and the Charities SORP, has not included the charitable company's own Statement of Financial Activities Account.

13 – Analysis of Net Assets Between Funds

	2021	2021	2021
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,295,163	-	1,295,163
Listed investments	11,793,830	-	11,793,830
Investment property	1,150,000	-	1,150,000
Current assets	4,857,772	757,502	5,615,274
Current liabilities	(1,996,980)	(757,502)	(2,754,482)
Creditors: AFD after 1 year	(18,730)	-	(18,730)
	<u>17,081,055</u>	<u>-</u>	<u>17,081,055</u>
	2020	2020	2020
	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	1,393,483	-	1,393,483
Listed investments	10,786,235	-	10,786,235
Investment property	1,100,000	-	1,100,000
Current assets	3,349,422	493,328	3,842,750
Current liabilities	(716,482)	(493,328)	(1,209,810)
Creditors: AFD after 1 year	(100,513)	-	(100,513)
	<u>15,812,145</u>	<u>-</u>	<u>15,812,145</u>

14 - Pension Schemes

The Institute operates a defined contribution scheme with Royal London to meet the requirements of the Auto Enrolment legislation. The Institute pays a contribution of 6% of salary during the employee's probation period. On successful completion of the probation period the Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary.

The Institute operates a defined contribution scheme with AEGON. The Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary. The scheme is now closed to new entrants.

Total employer contributions into the defined contribution schemes in the year were £98,168 (2020: £105,768).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)**14 - Pension Schemes (continued)**

There were employer and employee contributions totalling £nil (2020: £nil) outstanding at the year end.

The Institute operated a funded defined benefit pension scheme in the UK. The scheme was wound up on the 17 May 2021. The cost of the scheme charged to the Statement of Financial Activity for the year related to the administration costs of completing the wind up.

15 – Auditors’ Remuneration

The auditors’ remuneration (excl. VAT) for the period for the charity was £14,300 (2020: £13,300). In addition, the auditors provided audit and corporation tax services to Institute of Biomedical Science (Professional Services) Ltd which were subject to a separate agreement.

16 – Capital Commitments

There were capital commitments totalling £45,191 plus VAT (2020: £nil) at the year end. The commitment related to the replacement of video conferencing facilities at No 12 Coldbath Square which started in January 2022.

17 – Post Balance Sheet Events

There were no post balance sheet events.

18 – Related Party Transactions

The Institute owns 100% of the share capital in Institute of Biomedical Science (Professional Services) Ltd and its results are consolidated into these financial statements.

During the year ten members of Council received payments totalling of £4,755 (2020: £3,160 for five Council members) for providing professional examination, accreditation and assessment services. In addition, payments totalling £710 (2020: £600) were paid to the spouse of a member of the senior management team for providing professional examination services. In addition, a payment of £600 was made to the Chief Executive for providing professional examination services. The payments were on the same basis as that made to others providing the same services.

The spouse of a member of the senior management team was deputy editor of the BJBS and received a payment of £600 (2020: £600). The payment was made on the same basis as that made to others providing the same services.

A member of the senior management team is also a trustee of the Science Council. During the year the Institute incurred costs of £101,483 (2020: £103,977) from the Science Council. The costs related to membership and registration services.

A member of the senior management team is also a director of the International Federation of Biomedical Laboratory Science (IFBLS). The cost of travel, accommodation and out of pocket expenses related to this role is met by IFBLS. The cost of the IFBLS subscription paid by the Institute for the year was £6,812 (2020: £6,758).

A member of the senior management team is also a trustee director of the IBMS Pension Scheme, a defined benefit scheme. During the year the Institute met running costs relating to the Scheme of £115,628 (2020: £29,307).

19 – Lessor Operating Lease Commitments

The charity has entered into a non-cancellable operating lease as lessor for which the total of future minimum lease payments receivable (excluding VAT) as follows:

	2021	2020
	£	£
Within one year	62,400	62,400
Later than one year but within five years	10,600	73,000
Total	<u>73,000</u>	<u>135,400</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

20 – Comparative Statement of Financial Activity

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2020
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,393,783	-	2,393,783	2,358,331
Qualifications		261,686	5,560	267,246	302,205
Registrations		250,054	-	250,054	255,845
Publications		36,559	-	36,559	37,233
Regions, branches and discussion groups	2	53,224	-	53,224	45,515
Other income		53,627	-	53,627	26,538
<u>Congress and other trading activities</u>	7b	29,511	-	29,511	1,458,903
<u>Investments</u>					
Listed investment income		168,400	-	168,400	51,729
Property rental		41,854	-	41,854	-
Bank interest		7,671	-	7,671	16,806
Total Income		3,296,369	5,560	3,301,929	4,553,105
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		125,887	-	125,887	1,046,809
Investment management fees		64,483	-	64,483	65,106
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,042,208	5,560	1,047,768	1,427,404
Publications	3	101,891	-	101,891	83,131
Regions, branches and discussion groups	2,3	145,034	-	145,034	158,786
Member events, representation and benefits	3	1,157,590	-	1,157,590	1,350,052
Grants and prizes		24,571	-	24,571	47,676
Total Expenditure		2,661,664	5,560	2,667,224	4,178,964
Net gains / (losses) on investments		978,596	-	978,596	996,929
Net income / (expenditure)		1,613,301	-	1,613,301	1,371,070
Other recognised gains / (losses)					
Actuarial gains / (losses) on defined benefit pension scheme	15	1,000	-	1,000	47,000
Gain on revaluation of investment property		674,533	-	674,533	-
Gain on revaluation of fixed asset		-	-	-	394,223
NET MOVEMENT IN FUNDS FOR THE YEAR		2,288,834	-	2,288,834	1,812,293
Total funds brought forward		13,523,311	-	13,523,311	11,711,018
Total funds carried forward	13,14	15,812,145	-	15,812,145	13,523,311

INSTITUTE OF BIOMEDICAL SCIENCE

England & Wales - Charity number 261926

Accounts

INSTITUTE OF BIOMEDICAL SCIENCE

Company Number 377268

Charity Number 261926

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2020**

**INSTITUTE OF BIOMEDICAL SCIENCE
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FOR THE YEAR ENDED 31 DECEMBER 2020**

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Council Members' Report

The Council members, who are also the trustees, submit their report on the charitable company and its group together with the audited financial statements for the year ended 31 December 2020.

Reference and Administrative Details

LEGAL STATUS

The Institute is a registered charity, number 261926. It is also registered at Companies House, as a company limited by guarantee and having no share capital, number 377268. The liability of its members, in the event of the company winding up, is limited to £1.

COUNCIL MEMBERS

The members of Council, who were the company's directors and trustees of the charity during the year or on the date of approval of this report, were:

Joanna Andrew	James G McNair
Helen Archer (resigned 24 July 2020)	Colin Mudd
Victoria Bradley	Jane Needham
Nigel Coles	Debra Padgett
Sean Conlan	Joyce Overfield (resigned 24 July 2020)
David Eccleston	Daniel Smith
Alison Geddis (resigned 31 December 2020)	Matthew Smith
Joanne Horne	Andrew Usher
Charles Houston (appointed 24 July 2020)	Linda Walsh
Keith Hyde	David Wells
Zonya Jeffrey (appointed 24 July 2020)	Allan Wilson
Shauna McAuley	

Each Council member is also a member of the Institute.

CHIEF EXECUTIVE AND COMPANY SECRETARY

Sarah May – from 1 April 2021 – Acting Chief Executive
Jill Rodney – to 31 March 2021

Mr David Wells takes up the post as Chief Executive on 1 June 2021.

REGISTERED OFFICE

12 Coldbath Square, London EC1R 5HL

RELEVANT ORGANISATIONS

Auditors:

Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Bankers:

National Westminster Bank plc
Regent Street Branch
250 Regent Street
London
W1B 3BN

Investment Advisors:

EPOCH Consulting
Queen Square House
Queen Square Place
Bath
BA1 2LL

Solicitors:

Fladgate LLP
25 North Row
London
W1R 1DJ

IBB Solicitors
Capital Court
30 Windsor Street
Uxbridge
UB8 1AB

Council Members' Report (continued)

Structure, Governance and Management

GOVERNANCE AND INTERNAL CONTROL

The Institute is a company limited by guarantee and a registered charity. Its governing document is the Memorandum and Articles of Association, originally incorporated on 17 November 1942, updated 8 June 2019.

COUNCIL MEMBERS

Council shall be composed of not fewer than twelve and not more than thirty members of the Institute, comprising:

- (i) the President, the Past President, the President Elect and the Treasurer, *ex officio*;
- (ii) not more than twelve persons elected by members of the Institute registered within the regions ("regional members"); and
- (iii) not more than twenty persons elected by the members of the Institute ("national members").

RECRUITMENT AND TRAINING

The election of members of Council in the place of those retiring at any annual general meeting is made by a ballot, where necessary, of those entitled to vote. New members go through an induction process to familiarise them about their responsibilities and duties and periodic training sessions are arranged as required.

ORGANISATIONAL MANAGEMENT

Council meets at least quarterly to set overall strategy and policy and review performance.

Each Council member will also be heavily involved in the various standing committees. These committees are set up by Council and are given specific aims. They report back to Council at regular intervals and include:

- The Membership and Marketing Committee which is responsible for the creation and implementation of the Institute's membership and marketing strategies. It is also the reporting committee for the local region and branch network.
- The Education and Professional Standards Committee which is responsible for matters relating to professional standards, education, training and professional development of members working in the profession.
- The Finance and Risk Committee which is responsible for monitoring the financial performance of the Institute, the performance of the Institute's investments and the effectiveness of the Institute's risk management processes and making recommendations to Council.
- The Audit Committee which seeks assurance from the external auditor that the accounts give a true and fair view of the financial performance and position and that the accounts comply with relevant accounting standards. The Audit Committee will also consider any issues raised by the auditors and the management's response.
- The Remuneration Committee which is responsible for determining the Institute's remuneration strategy and reviewing the terms and conditions of employment for the Chief Executive.

The Institute has a Chief Executive who is accountable directly to Council. The Institute's staff carry out the detailed day-to-day work on behalf of Council and assist committees as necessary.

RISK MANAGEMENT

Council has considered the major risks to which the Institute is exposed. The categories of risks identified were strategic risks, membership risks, governance risks, financial risks and operational risks. Council agreed that systems and procedures had been implemented to mitigate the risks which were identified.

Council Members' Report (continued)

RISK MANAGEMENT (CONTINUED)

The principal risks identified by the charity are as follows:

Risk	Mitigating actions
Lack of stakeholder support for the development of advanced biomedical science roles	<ul style="list-style-type: none"> • Working with RCPATH and the 4 home nations to try to resolve this. • Stakeholder engagement plan developed.
Failure to maintain operational effectiveness of IT and communications systems	<ul style="list-style-type: none"> • Institute participation in workforce planning groups. • IT system managed by external IT company. • IT hardware kept up to date and replaced as required. • Software updates and security patches applied when required. • Business continuity plan in place and effective during COVID-19 outbreak.
Significant legislative or policy changes results in unexpected workloads and/or potential costs for the Institute.	<ul style="list-style-type: none"> • Institute raising awareness of and responding to Dept. of Health consultation on statutory regulation of scientific and allied health professions • Institute members participate in Long Term Plan / People Plan workforce planning groups • Institute supporting a public consultation on biomedical scientists supplying and/or administering medicine

The Institute maintained its services to members during the COVID-19 pandemic without the need to access government support or furlough staff. The major impacts of the COVID-19 pandemic on the group during 2020 were:

- The Congress event due to take place in September 2021 was delayed until March 2022.
- The exam timetable for the Institute's qualifications was adversely impacted.
- There was a reduction in applications for the Institute's Registration and Specialist portfolio qualifications.
- Institute staff have largely been working remotely since March 2020.
- Operating costs were reduced as a result of changes to working practices because of the pandemic.

Public Benefit Statement

Council has complied with the duty in section 17(5) of the Charities Act 2011 and has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and in planning future activities. Council is satisfied that the Institute continues to meet the required public benefit test through its objectives and activities.

The Institute aims to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety. It does this by:

- Acting as an advocate for the biomedical science community with key stakeholders and policy makers to help ensure the high standards of the profession and patient safety are maintained.
- Developing and maintaining educational qualifications to enhance the skills, knowledge and career development of biomedical scientists within the profession.
- Providing opportunities for biomedical scientists to keep up to date with scientific developments through Institute publications and training events.
- Raising awareness of the importance of biomedical science in the provision of healthcare and the career opportunities in the profession.
- Supporting original research into scientific developments.

Investment Powers, Policy and Performance

The investment powers are governed by the Institute's Memorandum, which permits funds not immediately required for the purposes to be invested as the Council sees fit.

The Council's policy is to achieve an agreed growth target in excess of inflation over the long term. The portfolio as a whole is managed to reduce the risk of negative returns in excess of 20%. Income generated is re-invested to assist with the long term growth objective.

Council Members' Report (continued)

Investment Powers, Policy and Performance (continued)

The Council establishes the investment strategy and takes advice from its investment advisors who manage the portfolio on a day to day basis. Performance is monitored by the Finance and Risk Committee and the period end position is reported in note 7 (a).

Objectives, Activities, Achievements and Performance

The Institute is a registered charity and aims to promote and progress the role of biomedical science within healthcare to support the delivery of the best possible service for patient care and safety.

Each year it achieves this through publishing professional publications and guidance, running courses and seminars, organising scientific conferences (including the biennial IBMS Congress) and events, providing a platform to achieve higher level qualifications, access to digital content and public engagement resources, hosting regional and branch events and through running discussion groups. The major achievements in the year are summarised below:

The IBMS provided professional standards that helped to ensure safety, quality and well-being:

- Responded to eight consultations across a range of issues affecting biomedical science and its workforce - including those from the Health and Care Professions Council (HCPC), NHS Improvement, National Institute for Health and Care Excellence, United Kingdom Standards for Microbiology Investigation and Health Education England (HEE).
- From identifying novel strategies to treat osteoarthritis to investigating whether human papillomaviruses cause urinary tract cancer, the IBMS supported four members' cutting-edge biomedical research projects totalling almost £18,000.
- A range of guidance documents and statements were written and collated for the profession on COVID-19 and working in the laboratory during the pandemic, this included dedicated webpages with additional links to resources and information that was accessible to the public.
- The temporary HCPC register was promoted for biomedical scientists to return to work and for third year biomedical science students to be able to increase the pool of laboratory staff during the pandemic.
- Input was given to an NHS England proposal and consultation on behalf of the four nations, for a change in the law which would enable biomedical scientists to supply and administer medicines to their patients using patient group directions.

The IBMS provided simple and seamless access to training, qualifications and knowledge to help members progress and stay relevant in a changing profession:

- IBMS verifiers were able to award over 1,000 Certificates of Competence, giving eligibility to apply for HCPC registration as biomedical scientists.
- Moving to virtual assessment meant that candidates undertaking the IBMS registration or specialist portfolios have not been disadvantaged by the impact of the pandemic. Turnaround times to assessment have been reduced significantly.
- For a second successive year, more than 170 candidates sat the IBMS Certificate of Expert Practice distance learning qualifications.
- 15 IBMS members achieved the Advanced Specialist Diploma in Histopathology Reporting with a further 63 candidates working towards the completion of the qualification in the future.
- 33 candidates, the most ever, sat the IBMS Diploma of Expert Practice in Histological Dissection exam in November 2020.
- There were 14 university biomedical science degree course accreditations undertaken, covering 14 undergraduate and 12 post graduate programmes and including two new universities.
- HCPC approval of IBMS Certificate of Attainment was achieved for Clinical Scientist Registration (Experiential Route) in Clinical Microbiology.
- 39 President's Prize Awards were given in recognition of high academic achievement on accredited undergraduate degrees.
- 100 members undertook a pilot scheme for the IBMS eLearning platform, which will be rolled out to support members' professional development.
- More digital CPD content was provided - including The Biomedical Scientist Live, IBMS Support Hub and other training events and webinars.
- A contract was agreed with Health Education England to secure funding to support candidates on the IBMS/RCPATH histopathology qualifications and dissection qualifications.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

The IBMS provided a strong, respected and progressive voice to promote the profession at all levels:

- The IBMS-led initiative Biomedical Science Day, now in its fourth year, was celebrated as a digital only event with laboratories from across the UK taking part to promote the profession and highlight the vital work of members during the pandemic. Social media posts reached an audience of over 5 million people.
- Helping to explain to the public what happens to swabs taken at COVID-19 sample sites, and the role of biomedical science in diagnosis and treatment, the IBMS created a short-animated video which was promoted through the website and on social media.
- By issuing a range of news stories, statements and press releases throughout the pandemic, the IBMS improved the public's understanding of biomedical science and the work of hospital laboratories in processing samples.
- Through responding to media requests, and following a number of press releases, we facilitated interviews with several senior IBMS Fellows.
- Throughout the pandemic, the IBMS media coverage was used to inform the public of biomedical science as well as to raise concerns of the profession. Our national and international media coverage included over 100 articles in print and digital, with a front page lead article in The Guardian. Additionally, there were over 50 national radio and 30 TV interviews with senior IBMS Fellows.
- Following the media coverage, the IBMS received several requests to submit evidence to Parliament and House of Lords committees. IBMS President Allan Wilson gave evidence to an All Party-Parliamentary Group committee hearing that included a select panel of MPs and peers, highlighting the role of the profession and raising concerns our members have faced throughout the pandemic.
- A high-level meeting was held with Lord Bethell (the health minister responsible for COVID-19 testing supplies) to raise the issues that our company members are facing with manufacturing test kits, and how the IBMS could help standardise and deliver training for staff on the new testing platforms through our links with universities and UK laboratories.
- To support members taking part in online public engagement events, the IBMS created a range of digital resources including Superlab comic and activity sheets that children and parents could download for free.
- Specialist media training was organised to help 15 members develop the skills required to promote the profession.
- A survey was undertaken to monitor members' well-being and to understand how to better support them. Over 8,386 responses were received with a majority saying the IBMS had supported them well throughout the pandemic.
- Through sponsoring national awards for STEM for Britain and Advancing Healthcare, the IBMS continued to raise the profile of the profession.

Organisational robustness:

- Due to COVID-19 and following government guidance, IBMS staff switched all services to work remotely - working hard to ensure that the IBMS continued to maintain a high level of service for members wherever possible.
- IBMS governance and business meetings were held using video conferencing because of the COVID-19 pandemic to maintain the efficient running of the Institute.
- A risk assessment was undertaken and changes were made to the office environment at Coldbath Square to ensure the safety of staff who attended the office during the pandemic to undertake tasks that could not be done remotely.
- A major upgrade to the back-office customer relationship management database was completed.

Council Members' Report (continued)

Objectives, Activities, Achievements and Performance (continued)

The Council has identified a number of key performance indicators to help monitor the organisation's performance. These include:

- Membership numbers – overall membership numbers increased marginally by about 1%. The expected continued reduction in the number of Fellows has been offset by growth in numbers in the Licentiate and E-student grades.
- Educational activity - the number of registrations for the Institute's Registration and Specialist Portfolio qualifications were lower because of the COVID-19 pandemic. Some of the Institute's exams were delayed because of the pandemic but interest in our distance learning qualifications was in line with the previous year.
- Financial performance- the surplus on income and expenditure was higher than expected in 2020. The COVID-19 pandemic resulted in lower operating costs during the year. The investment portfolio increased in value by the year end following a significant drop at the start of the pandemic.
- Staff turnover and sickness levels - these remained in line with expectations for an organisation of this size.

Financial Review

The combined results of the Institute and its subsidiary are shown on pages 12 to 15 of the financial statements. The Institute is a non-profit making organisation and accordingly no dividends are proposed.

The Group Statement of Financial Activities on page 12 shows net income of £1,613,301 which included a gain on listed investments of £978,596. Funds are invested across a number of pooled funds to achieve a targeted total return and the year-end position is reported in note 7a. The investment portfolio generated a return of 11.16% after fees for the year. There was a significant and sudden reduction in the value of the portfolio at the start of the COVID-19 pandemic in March 2020 but the value recovered during the remainder of the year.

Both income and expenditure were lower than the previous year as there was no Congress in 2020. Overall membership numbers were largely stable during the year. The continued and expected reduction in the number of Fellows has been offset by growth in the number in the Licentiate and E-student grades. Education income was impacted by the COVID-19 pandemic and reduced by around 7% overall. Operating costs were reduced as a result of changes to working practices because of the pandemic.

During the year the Institute entered into a long term rental agreement for its property at No5 Coldbath Square. This generated rental income during the year. The building is now reported as an investment property in the balance sheet and disclosed at its market value – see Note 8.

In November 2020 the Institute agreed a five year contract with Health Education England to disburse HEE funding to support to candidates on IBMS/RCPATH histopathology qualifications. The income and expenditure in 2020 (restricted funds) relates to the set up and launch of the project.

Overall, including the results of IBMS (Professional Services) Ltd, there was an increase in funds of £2,288,834 for the year. This has been transferred to reserves.

IBMS (Professional Services) Ltd made a loss before tax of £28,184. The loss was in line with the directors' expectations as there was no Congress event during the year. The company made a gift aid payment to the charity of £518,927 during the year. The amount equated to the taxable profit in 2019 and eliminated the corporation tax charge for that year.

Grant-Making Policy

The Education and Professional Standards Committee has delegated responsibility to agree the annual programme of research grants. It makes a detailed assessment of each application. Grants this year totalled £18,382 (2019: £26,897). All grants during the current and preceding year were made to individuals in order to further their biomedical research. The Committee administered the Mary Macdonald award which was awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress, a biennial event. Grants this year totalled £nil (2019: £778).

The Membership and Marketing Committee administer the Jen Johnson bursary which is awarded to individuals based on pre-determined criteria to give them the opportunity to attend Congress, a biennial event. Grants this year totalled £nil (2019: £13,302).

Council Members' Report (continued)

Remuneration Policy

The Institute's policy is to provide competitive rewards to attract and retain high performing individuals whose contribution will enhance member value while ensuring rewards remain appropriate and proportionate when compared to market practice. The Institute aims to position salaries at the median of comparator groups. Benchmarking is undertaken periodically and appropriate judgement is applied in evaluating market data. This policy has been agreed by the Remuneration Committee.

The Remuneration Committee is responsible for setting the salary of the Chief Executive. The salaries of the other key management personnel are set by the Chief Executive following consultation with the Officers.

Defined Benefit Pension Scheme

The FRS102 assessment of the defined benefit pension scheme is set out in Note 15. There was no surplus or deficit to be recognised on the balance sheet.

Reserves Policy

The Institute's reserves policy focuses on the level of "free reserves". Free reserves exclude the net book value of the Institute's tangible fixed assets (primarily the property used and occupied at Coldbath Square), investment properties, any designated reserves and any surplus or deficit reported on the pension scheme. There are no restricted funds in this year or the prior year, but these would also be excluded, should there be any, in determining "free reserves".

The reserves policy is reviewed regularly by Council on the basis of the financial impact of the current risks facing the Institute.

The Institute seeks to maintain free reserves to manage the risks to which it is exposed in the course of its business, including but not limited to safeguarding against fluctuations in its membership revenue.

Council considers that in order to meet these needs, and to operate effectively and be able to operate with minimum disruption, the Institute needs reserves of approximately £5 million.

The Institute's free reserves were £13.252 million at 31 December 2020 (2019: £11.542 million).

Council has agreed that if reserves fall by more than 10% below the target range, it will consider what action is required to increase the level of reserves held.

Future Plans

The Institute aims to generate sufficient income from its current activities to operate at a modest surplus without needing to rely on investment income and surpluses from Congress.

Future plans include providing better support, information and services for members through a variety of methods, including improved publications and greater online resources. For more information and a detailed review of future plans, see the Institute's strategy and the Institute's Members' Report which are both available on the website.

Council Members' Report (continued)

Council Members' Accounting and Reporting Responsibilities

The Council members (who are also directors of the Institute of Biomedical Science for the purposes of company law) are responsible for preparing the Council's 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 Council members 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 group as at the balance sheet date, and of the charitable company and group's incoming resources and application of resources, including income and expenditure, for that period. In preparing those 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 accounting 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 business.

The Council members are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charitable company's Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council Members are responsible for the maintenance and integrity of the corporate and financial information included on 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.

The following statements have been affirmed by each of the Council Members of the charitable company:

- so far as each Council member is aware, there is no relevant audit information (that is, information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware; and
- each Council member has taken all the steps that they ought to have taken as a Council member in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

Haysmacintyre LLP were re-appointed as auditors during the year and offer themselves for re-appointment at the forthcoming Annual General Meeting.

Small Company Exemptions

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

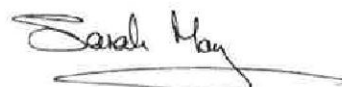
Approved by Council on 23 April 2021 and signed on their behalf by:



A Wilson
President



J G McNair
Treasurer



S May
Acting Chief Executive and
Company Secretary

Independent Auditors' Report to the Members of the Institute of Biomedical Science

Opinion

We have audited the financial statements of the Institute of Biomedical Science for the period ended 31 December 2020 which comprise of the Consolidated Statement of Financial Activities, Consolidated Balance Sheet and the Charity Balance Sheet, the Consolidated Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 December 2020 and of the group's and parent charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Council Members' Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on pages 6 and 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

Based on our understanding of the group and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to GDPR and Health and Safety legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, income tax, payroll tax and sales tax.

Independent Auditors' Report to the Members of the Institute of Biomedical Science (continued)

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to revenue and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year, including during the Covid-19 remote working period
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Audit Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



*Jeremy Beard (Senior statutory auditor)
for and on behalf of Haysmacintyre LLP, Statutory
Auditor*

*10 Queen Street Place
London
EC4R 1AG*

Date: 23 April 2021

Haysmacintyre LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2020
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Income from:					
<u>Charitable activities</u>					
Subscriptions		2,393,783	-	2,393,783	2,358,331
Qualifications		261,686	5,560	267,246	302,205
Registrations		250,054	-	250,054	255,845
Publications		36,559	-	36,559	37,233
Regions, branches and discussion groups	2	53,224	-	53,224	45,515
Other income		53,627	-	53,627	26,538
<u>Congress and other trading activities</u>	7b	29,511	-	29,511	1,458,903
<u>Investments</u>					
Listed investment income		168,400	-	168,400	51,729
Property rental		41,854	-	41,854	-
Bank interest		7,671	-	7,671	16,806
Total Income		3,296,369	5,560	3,301,929	4,553,105
Expenditure on:					
<u>Raising Funds</u>					
Congress and other trading activities		125,887	-	125,887	1,046,809
Investment management fees		64,483	-	64,483	65,106
<u>Charitable activities</u>					
Education, qualifications and registration	3	1,042,208	5,560	1,047,768	1,427,404
Publications	3	101,891	-	101,891	83,131
Regions, branches and discussion groups	2,3	145,034	-	145,034	158,786
Member events, representation and benefits	3	1,157,590	-	1,157,590	1,350,052
Grants and prizes		24,571	-	24,571	47,676
Total Expenditure		2,661,664	5,560	2,667,224	4,178,964
Net gains / (losses) on investments		978,596	-	978,596	996,929
Net income / (expenditure)		1,613,301	-	1,613,301	1,371,070
Other recognised gains / (losses)					
Actuarial gains / (losses) on defined benefit pension scheme	15	1,000	-	1,000	47,000
Gain on revaluation of investment property		674,533	-	674,533	-
Gain on revaluation of fixed asset		-	-	-	394,223
NET MOVEMENT IN FUNDS FOR THE YEAR		2,288,834	-	2,288,834	1,812,293
Total funds brought forward		13,523,311	-	13,523,311	11,711,018
Total funds carried forward	13,14	15,812,145	-	15,812,145	13,523,311

All activities are continuing and there are no other recognised gains and losses other than those recognised above.

A comparative Statement of Financial Activity can be found in Note 21

A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019.

The notes on pages 16 to 32 form part of these financial statements.

Consolidated Balance Sheet as at 31 December 2020

	Notes	2020 £	2019 £
Fixed Assets			
Tangible assets	6	1,393,483	1,914,927
Listed investments	7a	10,786,235	9,703,724
Investment property	8	1,100,000	-
		<u>13,279,718</u>	<u>11,618,651</u>
Current Assets			
Stock		1,620	2,055
Debtors	9	439,354	337,601
Cash at bank and in hand		3,401,776	2,397,202
		<u>3,842,750</u>	<u>2,736,858</u>
Creditors: amounts falling due within one year	11	<u>(1,209,810)</u>	<u>(832,198)</u>
Net Current Assets		<u>2,632,940</u>	<u>1,904,660</u>
Total assets less current liabilities		15,912,658	13,523,311
Creditors: amounts falling due after more than one year	12	<u>(100,513)</u>	<u>-</u>
Net Assets		<u>15,812,145</u>	<u>13,523,311</u>
Unrestricted Funds			
Accumulated fund		14,211,704	12,628,469
Designated fund		66,589	66,589
Listed investment revaluation reserve		859,319	828,253
Investment property revaluation reserve		674,533	-
	13,14	<u>15,812,145</u>	<u>13,523,311</u>

Approved and authorised for issue by Council on 23 April 2021 and signed on their behalf by:



A Wilson
President



J G McNair
Treasurer

The notes on pages 16 to 32 form part of these financial statements.

Charity Balance Sheet as at 31 December 2020

	Notes	2020 £	2019 £
Fixed Assets			
Tangible assets	6	1,393,483	1,914,927
Listed investments	7a	10,787,235	9,704,724
Investment property	8	1,100,000	-
		<u>13,280,718</u>	<u>11,619,651</u>
Current Assets			
Stock		1,620	2,055
Debtors	9	235,396	337,312
Cash at bank and in hand		3,225,353	1,630,106
		<u>3,462,369</u>	<u>1,969,473</u>
Creditors: amounts falling due within one year	11	(1,205,209)	(905,920)
		<u>2,257,160</u>	<u>1,063,553</u>
Net Current Assets			
		<u>15,537,878</u>	<u>12,683,204</u>
Total assets less current liabilities			
		15,537,878	12,683,204
Creditors: amounts falling due after more than one year	12	(18,729)	-
		<u>15,519,149</u>	<u>12,683,204</u>
Net Assets			
		<u>15,519,149</u>	<u>12,683,204</u>
Unrestricted Funds			
Accumulated fund		13,918,708	11,788,362
Designated fund		66,589	66,589
Listed investment revaluation reserve		859,319	828,253
Investment property revaluation reserve		674,533	-
	13	<u>15,519,149</u>	<u>12,683,204</u>

The net movement in funds for the year for the charitable company, excluding the subsidiary, was a surplus of £2,835,945 (2019: surplus £917,325).

Approved by Council and authorised for issue on 23 April 2021 and signed on their behalf by:



A Wilson
President



J G McNair
Treasurer

The notes on pages 16 to 32 form part of these financial statements.

Consolidated Statement of Cash Flows for the Year Ended 31 December 2020

	Notes	2020 £	2019 £
Reconciliation of net income / (expenditure) to cash flow from operating activities			
Net income / (expenditure) for the year (as per Statement of Financial Activities)		1,613,301	1,371,070
<i>Adjustments for:</i>			
Pension scheme operating charge		1,000	(5,000)
Depreciation of property, plant and equipment	6	108,896	90,944
(Gains) / losses on investments		(978,596)	(996,929)
Loss on disposal of fixed assets		-	1,461
Dividends and interest		(176,071)	(68,535)
Property rental		(41,854)	-
Decrease / (increase) in stock		435	434
Decrease / (increase) in debtors	8	(101,753)	52,007
(Decrease) / increase in creditors	10	478,125	(54,180)
Net cash provided by operating activities		903,483	391,272
Cash flows from investing activities			
Listed investment income and bank interest		176,071	68,535
Property rental		41,854	-
Purchase of property, plant and equipment external to group	6	(12,919)	(651,027)
Purchase of investments		(11,953,524)	(2,889,836)
Disposal of investments		12,428,505	2,910,284
(Increase) / decrease in cash in investment portfolio		(578,896)	(7,070)
Net cash (used in) / provided by investing activities		101,091	(569,114)
Change in cash and cash equivalents in the reporting period		1,004,574	(177,842)
Cash and cash equivalents at start of year		2,397,202	2,575,044
Cash and cash equivalents at end of year		3,401,776	2,397,202
Components of cash and cash equivalents			
Cash at bank and in hand		2,883,047	1,397,202
Short term deposits		518,729	1,000,000
		3,401,776	2,397,202
Analysis of change in net debt			
		2020	2019
		£	£
Cash and cash equivalents at start of year		2,397,202	2,575,044
Cash flows		1,004,574	(177,842)
Cash and cash equivalents at end of year		3,401,776	2,397,202

The notes on pages 16 to 32 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 - Accounting Policies

Statutory Information

The Institute of Biomedical Science is a private company, limited by guarantee, domiciled in England and Wales, registration number 377268. It is also a charity registered with the Charity Commission for England and Wales, number 261926. The registered office is 12, Coldbath Square, London EC1R 5HL.

The Institute is a charitable company limited by the guarantee of its members to a maximum of £1 per member on winding up.

Statement of compliance

The financial statements are prepared under the historical cost convention as modified to include the revaluation of investments at fair value. The format of the financial statements has been presented to comply with the Companies Act 2006, FRS102 The Financial Reporting Standard applicable in the UK and Ireland and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2019).

The financial statements are presented in sterling and reflect the results which are all from continuing activities.

The Institute is a Public Benefit Entity as defined by FRS102.

Going concern

In assessing the Institute's ability to continue as a going concern, the Council members have considered the organisation's liquidity position and reviewed cash flow forecasts for the foreseeable future. In addition to its cash reserves, it has an investment portfolio to draw upon and two properties, with no external debt or security.

The Institute has prepared cash flow forecasts which take into account the potential impact of the risks identified from the COVID-19 pandemic. The forecasts indicate that during the year the Institute will have sufficient cash reserves to meet its obligations without the need to draw on its investment portfolio.

The Council members continue to adopt the going concern basis in preparing the accounts.

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charity's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Although these estimates are based on management's best knowledge of the amount, events or actions, actual results may ultimately differ from those estimates. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects current and future periods. The Council consider the following items to be areas subject to estimation and judgement:

Depreciation: - the useful economic lives of tangible fixed assets are based on management's judgement and experience. When management identifies that the actual useful economic lives differ materially from the estimates used to calculate depreciation, that charge is adjusted retrospectively. Although tangible fixed assets are significant, variances between actual and estimated useful economic lives will not have a material impact on the operating results.

Investment property: - The principal assumptions used to value the investment property are those as set out in note 8.

In the view of the Council members, no assumptions concerning the future or estimation uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

1 - Accounting Policies (continued)

Basis of consolidation

These financial statements consolidate the results of the Institute and its wholly owned subsidiary, Institute of Biomedical Science (Professional Services) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP (FRS102) 2019. The Institute's income for the year amounted to £3,840,525 (2019: £3,156,413). The Institute's net income for the year before other gains/losses amounted to £2,160,412 (2019: £870,322).

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Group's financial statements.

Fund accounting

Funds received for a specified purpose are shown as restricted income in the Statement of Financial Activities. Any such income not spent at the year-end is shown as a restricted fund in the balance sheet.

The Institute has unrestricted funds made up of membership subscriptions, income from educational activities and other income received or generated for its charitable purposes. These are available for trustees to utilise at their discretion and in line with the charity's objects.

Unrestricted funds which the trustees have agreed to set aside for a specific purpose are shown as designated funds on the balance sheet.

Income

All income is recognised once the Institute is entitled to the income, it is probable that the income will be received and can be quantified with reasonable accuracy.

Subscriptions comprise approved membership applications for the various categories of membership. Subscriptions received which relate to a future financial period are included in the balance sheet as deferred income.

Qualifications comprise the charge made for courses and qualifications provided by the Institute. Any income relating to courses or exam sittings occurring after the balance sheet date is included in the balance sheet as deferred income.

Registrations comprise the fees for accrediting an individual member's portfolio of experience and the fees for the accrediting of biomedical science courses run by educational institutions. The income is recognised at the point of registration.

Regions and branches comprise the income generated locally (mainly from local training events) by the regions and branches to run discussion groups and meetings.

Property rental comprises the income received from renting out the building at No5 Coldbath Square. Income which has been invoiced but relates to a future financial period is included in the balance sheet as deferred income.

Trading activities comprise the income generated by IBMS (Professional Services) Ltd. It consists of income from running events (mainly Congress, a biennial event), providing secretarial support to other organisations and hire of meeting room facilities. Income received for events which are taking place after the balance sheet date is included in the balance sheet as deferred income.

Interest and investment income is recognised on a receivable basis.

Expenditure

Expenditure is included on an accruals basis where there is a legal or constructive obligation to make a payment to a third party and the amount can be measured reliably. Expenditure is either directly attributed to a cost category, or apportioned on a basis consistent with the use of the resources.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

1 - Accounting Policies (continued)

Expenditure (continued)

Expenditure on charitable activities includes the cost of delivering education and other services to members for the benefit of the profession along with the associated support costs.

Expenditure on trading activities comprises the costs incurred by IBMS (Professional Services Ltd) and allocated support costs.

Support costs comprise the costs which cannot be directly attributed to a particular activity in the Statement of Financial Activity and include governance costs. Support costs are apportioned between the various activities according to the estimated usage of staff resource.

Grants

Grants payable are charged in the year when the offer is conveyed to the recipient except where the offer is conditional and such grants are recognised as expenditure when the conditions have been met.

Listed investments

Listed investments are shown at their fair value at the balance sheet date. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Investment property

Investment properties are disclosed at their fair market value at the balance sheet date based on an arm's length transaction. Any increase or decrease in value is reflected in the Statement of Financial Activities.

Tangible fixed assets and depreciation

Assets with a useful economic life of more than one year and a value of over £500 are capitalised.

Tangible fixed assets have been depreciated so as to write assets off over their estimated useful lives at the following rates:

Freehold property:	2% per annum on a straight line basis
Furniture, fixtures and fittings:	10% per annum on a straight line basis
Computers:	20% to 33.33% per annum on a straight line basis
Assets under construction:	Nil depreciation until assets are ready for use

Pension schemes

The Institute operates two types of pension scheme, a defined contribution (DC) pension scheme and a defined benefit (DB) pension scheme. See note 15.

The cost of the DC schemes is charged to the Statement of Financial Activities is equal to the Institute's contribution payable to the schemes during the year.

The Institute is a member of the IBMS Pension Scheme. The Scheme is in the process of being wound up. The scheme is a defined benefit scheme in accordance with section 28 of FRS102. Service costs, curtailments, settlement gains and losses, net financial returns and re-measurement gains and losses are included in the Statement of Financial Activities in the year to which they relate.

Changes in the assets and liabilities of the scheme in the year are disclosed and allocated as follows:

- Changes relating to current or past service costs and gains and losses on settlements and curtailments and pension finance costs arising from changes in the net of the interest costs and expected return on assets, are allocated to the relevant activity heading based on staff costs of employees within the scheme.
- Pension finance charges arising from similar changes are recognised as expenditure.
- Re-measurement gains and losses are recognised as other recognised gains and losses.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

1 - Accounting Policies (continued)

Pension schemes (continued)

The assets, liabilities and movements in the surplus or deficit of the scheme are calculated by qualified independent actuaries as an update to the latest full actuarial valuation. Details of the scheme assets and liabilities and major assumptions are shown in note 15.

The cost of the DB scheme charged to the Statement of Financial Activities aims to spread the cost of pensions over scheme members' working lives with the Institute. In the year ended 31 December 2020, there was no deficit or surplus in the DB scheme as calculated by the Scheme actuary.

Short term benefits

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in accordance with FRS 102.

Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future entitlement and accrued at the balance sheet date.

Taxation

Tax is provided at 19% on surpluses retained in the trading subsidiary.

Gift Aid

The Institute of Biomedical Science (Professional Services) Ltd donates the taxable profit arising from its trading activity to the parent entity. The donation is recognised when paid or there is a legal obligation to make the payment.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at a amortised cost with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, trade and fee debtors, staff loans, other debtors, prepayments and accrued income and amounts owed by group undertakings. A specific provision is made for debts for which recoverability is in doubt. Cash and cash equivalents are defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise deposits, fees in advance, trade creditors, other creditors and amounts owed to group undertakings.

Stock

The value of medals held in stock to recognise members' long service is stated at the lower of cost and their net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due for the provision of services delivered. Prepayments are recognised at the amount prepaid or the amount paid in advance.

Creditors

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

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and highly liquid interest-bearing securities with maturities of three months or less.

Irrecoverable VAT

Irrecoverable VAT is charged to the Income and Expenditure account for the period to which it relates.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)**2 – Regions and Branches**

Regions and branches run activities that raise money locally and incur costs. The balances remaining in bank accounts at the year-end of £336,926 (2019: £339,783) are included in the balance sheet. The costs include an apportionment of support costs (note 3) based on an assessment of staff resources used.

3 - Total Expenditure

	Direct costs	Support costs	Total 2020
	£	£	£
Trading activities	74,887	51,000	125,887
Investment management fees	64,483	-	64,483
Education, qualifications and registration	596,745	451,023	1,047,768
Publications	88,586	13,305	101,891
Regions, branches & discussion groups	113,991	31,043	145,034
Membership events, representation and benefits	673,749	483,841	1,157,590
Grants & prizes	24,571	-	24,571
Total Expenditure	1,637,012	1,030,212	2,667,224

Grants made during the current year totalled £18,382 to individuals. In the preceding year they totalled £40,977 to 33 individuals.

	Direct costs	Support costs	Total 2019
	£	£	£
Trading activities	968,199	78,610	1,046,809
Investment management fees	65,106	-	65,106
Education, qualifications and registration	744,523	682,881	1,427,404
Publications	69,459	13,672	83,131
Regions, branches & discussion groups	110,937	47,849	158,786
Membership events, representation and benefits	745,098	604,954	1,350,052
Grants & prizes	47,676	-	47,676
Total Resources Expended	2,750,998	1,427,966	4,178,964

Support Costs

	2020	2019
	£	£
People costs	459,024	688,399
Office running costs	195,571	360,337
IT & website	170,240	105,603
Irrecoverable VAT	16,687	76,365
Depreciation	108,896	78,731
Other costs	40,554	53,270
Governance		
Council and committees	25,940	54,161
Audit	13,300	11,100
	1,030,212	1,427,966

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

4 - Staff Costs

	2020	2019
	£	£
Salaries and wages	1,178,958	1,185,459
Social security	129,693	126,394
Employer pension contributions – DB scheme	-	94,922
Employer pension contributions – DC scheme	105,768	100,121
Temporary staff	17,604	83,978
Life assurance	6,668	6,847
Staff expenses	2,735	13,142
Defined benefit pension scheme running costs	29,307	140,131
Recruitment and training	22,615	15,543
	<u>1,493,348</u>	<u>1,766,537</u>

The average number of employees in the period was: 30 27

The number of staff whose annual emoluments in the period fell within the following bands were:

£60,000 to	£70,000	1	1
£70,000 to	£80,000	3	3
£80,000 to	£90,000	-	1
£130,000 to	£140,000	1	1

The Council consider the key management personnel for the Institute to be themselves, the Chief Executive, Deputy Chief Executive and the four executive team heads. The remuneration and benefits (included above) received by the key management personnel in employment during the year was £598,272 (2019: £620,800).

None of the Council members received any emoluments or benefits from the Institute during the period for undertaking the role. Total costs of travel, accommodation and out of pocket expenses incurred during the period on the Institute's business by 23 Council members (2019: 24 Council members) amounted to £7,340 (2019: £36,383).

5 – Net Income for the Year

This is stated after charging:

	2020	2019
	£	£
Auditors remuneration:		
Audit fee for the group (excluding VAT)	15,800	13,900
Other services (excluding VAT)	1,575	10,625
Depreciation	108,896	90,944
Operating leases	<u>2,680</u>	<u>2,680</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

6 - Tangible Fixed Assets

GROUP AND CHARITY	Freehold Property	Furniture, Fixtures & Fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2020	1,490,505	629,159	295,843	2,415,507
Additions	-	3,930	8,989	12,919
Transfer to investment property	(690,505)	-	-	(690,505)
Disposals	-	-	(515)	(515)
At 31 December 2020	<u>800,000</u>	<u>633,089</u>	<u>304,317</u>	<u>1,737,406</u>
Depreciation				
At 1 January 2020	272,069	13,745	214,766	500,580
Charge for the year	18,302	63,083	27,511	108,896
Transfer to investment property	(265,038)	-	-	(265,038)
Disposals	-	-	(515)	(515)
At 31 December 2020	<u>25,333</u>	<u>76,828</u>	<u>241,762</u>	<u>343,923</u>
Net Book Value				
At 31 December 2020	<u>774,667</u>	<u>556,261</u>	<u>62,555</u>	<u>1,393,483</u>
At 31 December 2019	<u>1,218,436</u>	<u>615,414</u>	<u>81,077</u>	<u>1,914,927</u>

7a – Listed and Unlisted Investments

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
Listed investments - valuation				
As at 1 January	9,636,728	8,660,247	9,636,728	8,660,247
Additions	11,953,524	2,889,836	11,953,524	2,889,836
Disposals	(12,428,505)	(2,910,284)	(12,428,505)	(2,910,284)
Realised gains / (losses)	119,277	50,211	119,277	50,211
Unrealised gains / (losses)	859,319	946,718	859,319	946,718
At 31 December	<u>10,140,343</u>	<u>9,636,728</u>	<u>10,140,343</u>	<u>9,636,728</u>
Investment in subsidiary	-	-	1,000	1,000
Cash held as investments at period end	645,892	66,996	645,893	66,996
Total investments	<u>10,786,235</u>	<u>9,703,724</u>	<u>10,787,236</u>	<u>9,704,724</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)**7a – Listed and Unlisted Investments (continued)**

The market values of the group's listed investments on the UK Stock exchange were:

	2020	2019
	£	£
Managed funds – UK equities	2,734,067	2,132,719
Managed funds – overseas equities	4,640,966	3,618,939
Managed funds – alternative strategies	241,656	2,220,722
Managed funds – fixed interest securities	2,297,616	1,448,555
Managed funds – commodities	103,084	167,977
Managed funds – commercial property	122,954	47,816
Sub-total	<u>10,140,343</u>	<u>9,636,728</u>
Cash held in the investment portfolio	645,892	66,996
	<u>10,786,235</u>	<u>9,703,724</u>

The historical cost of the listed investments was £9,913,916 (2019: £8,999,402).

Other investments in the charitable company accounts were:

	2020	2019
	£	£
Unlisted investments comprising of:		
Institute of Biomedical Science (Professional Services) Ltd		
1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>

7b - Subsidiary

The investment in the Institute of Biomedical Science (Professional Services) Limited represents 100% of that Company's ordinary share capital and is therefore a subsidiary undertaking. The subsidiary is registered in England and Wales and the registered office is 12, Coldbath square, London EC1R 5HL.

The Institute of Biomedical Science (Professional Services) Limited has made a qualifying charitable donation of £518,927 (2019: £nil) to its parent company, the Institute of Biomedical Science. The assets, liabilities and funds of the subsidiary were:

	2020	2019
	£	£
Assets	383,062	846,736
Liabilities	<u>(89,066)</u>	<u>(5,629)</u>
	<u>293,996</u>	<u>841,107</u>
Representing:		
Share Capital	1,000	1,000
Profit and Loss account	<u>292,996</u>	<u>840,107</u>
	<u>293,996</u>	<u>841,107</u>

Details of the subsidiary's profit and loss accounts are as follows:

	2020	2019
	£	£
Turnover	29,511	1,458,903
Cost of sales	<u>(50,145)</u>	<u>(928,930)</u>
Gross (loss) / profit	(20,634)	529,973
Other income	-	394,223
Interest receivable	515	2,135
Administrative expenses	<u>(8,065)</u>	<u>(24,433)</u>
	<u>(28,184)</u>	<u>901,898</u>
Interest payable to parent undertaking	-	(6,929)
Corporation Tax	-	-
Gift aid donation to parent undertaking	<u>(518,927)</u>	<u>-</u>
Movement on profit and loss account for the year	<u>(547,111)</u>	<u>894,969</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

7b – Subsidiary (continued)

This subsidiary has been formed to deal with activities that are regarded as trading. Such activities include receiving income from trade exhibitions.

8 – Investment property – No5 Coldbath Square

Group and Charity	2020	2019
	£	£
As at 1 January	-	-
Transfer from tangible fixed assets	425,467	-
Unrealised gains / (losses)	674,533	-
At 31 December	<u>1,100,000</u>	<u>-</u>

The property was independently valued in December 2020 in accordance with the appropriate practice statement set out in the RICS Appraisal and Valuation Manual. The person who undertook the valuation holds a recognised and relevant professional qualification and has knowledge of properties in the area.

The property was valued at market value, which is defined as “the estimated amount for which a property should exchange on the date of the Valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing wherein the parties had acted knowledgeably, prudently and without compulsion”

9 – Debtors

	2020		2019	
	Group	Charity	Group	Charity
	£	£	£	£
Trade debtors	177,296	99,158	73,968	73,679
Prepayments	217,905	89,404	99,299	99,299
Accrued income	26,130	26,130	25,320	25,320
Taxation and social security	18,023	18,023	128,396	128,396
Amounts owed from group undertakings	-	2,681	-	-
Other debtors	-	-	10,618	10,618
Total	<u>439,354</u>	<u>235,396</u>	<u>337,601</u>	<u>337,312</u>

Prepayments for the group at the year end include an amount of £128,501 relating to the Congress event due to be held in March 2022 by IBMS (Professional Services) Ltd.

10 - Amounts Due To / From Subsidiary Undertaking

Intercompany balances arise in the normal course of trading and as a result of the group VAT registration.

At 31 December 2020 there was £2,681 owed by subsidiary to the charity (2019: £79,351 owed by the charity to the subsidiary).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

11 – Creditors: Amounts Falling Due Within One Year

	2020		2019	
	Group £	Charity £	Group £	Charity £
Deferred income	876,889	876,889	323,287	323,287
Trade creditors	76,932	76,856	90,147	89,926
Taxation and social security costs	37,008	37,008	35,944	35,944
Amounts owed to group undertaking	-	-	-	79,351
Accruals	201,500	197,450	363,302	358,551
Other creditors	17,481	17,006	19,518	18,861
	<u>1,209,810</u>	<u>1,205,209</u>	<u>832,198</u>	<u>905,920</u>

Deferred Income

	2020		2019	
	Group £	Charity £	Group £	Charity £
Balance brought forward	323,287	323,287	507,862	269,887
Amounts released to SOFA in current year	(323,287)	(323,287)	(507,862)	(269,887)
Amounts deferred in the current year	876,889	876,889	323,287	323,287
Balance carried forward	<u>876,889</u>	<u>876,889</u>	<u>323,287</u>	<u>323,287</u>

Deferred income includes amounts received for membership subscriptions, qualifications and Congress which relate to a future accounting period. The balance also includes funds received from Health Education England for the histopathology reporting project which have not yet been recognised as income.

12 – Creditors: Amounts Falling Due After More Than One Year

	2020		2019	
	Group £	Charity £	Group £	Charity £
Deferred income	81,784	-	-	-
Property rent deposit	18,729	18,729	-	-
	<u>100,513</u>	<u>18,729</u>	<u>-</u>	<u>-</u>

Deferred income is for amounts received in relation to the Congress event due to be held in March 2022.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

13 - Reconciliation of Movements in Funds

Group	At 01/01/2020 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2020 £
Restricted Funds						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	12,628,469	3,296,369	(2,660,664)	119,277	828,253	14,211,704
Pension reserve	-	-	(1,000)	1,000	-	-
Listed investment reevaluation reserve	828,253	-	-	859,319	(828,253)	859,319
Investment property reevaluation reserve	-	-	-	674,533	-	674,533
Total unrestricted funds	13,523,311	3,296,369	(2,661,664)	1,654,129	-	15,812,145
	13,523,311	3,301,929	(2,667,224)	1,654,129	-	15,812,145

Group	At 01/01/19 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/19 £
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	79,891	-	(13,302)	-	-	66,589
Total designated funds	79,891	-	(13,302)	-	-	66,589
Accumulated funds	11,801,592	4,553,105	(4,170,662)	444,434	-	12,628,469
Pension reserve	(52,000)	-	5,000	47,000	-	-
Listed investment reevaluation reserve	(118,465)	-	-	946,718	-	828,253
	11,711,018	4,553,105	(4,178,964)	1,438,152	-	13,523,311

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

13 – Reconciliation of Movements in Funds (continued)

Charity	At 01/01/2020 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/2020 £
Restricted Funds						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	66,589	-	-	-	-	66,589
Total designated funds	66,589	-	-	-	-	66,589
Accumulated funds	11,788,362	3,834,965	(2,652,149)	119,277	828,253	13,918,708
Pension Reserve	-	-	(1,000)	1,000	-	-
Listed investment revaluation reserve	828,253	-	-	859,319	(828,253)	859,319
Investment property revaluation reserve	-	-	-	674,533	-	674,533
Total unrestricted funds	12,683,204	3,834,965	(2,653,149)	1,654,129	-	15,519,149
	12,683,204	3,840,525	(2,658,709)	1,654,129	-	15,519,149

Charity	At 01/01/19 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/19 £
Unrestricted Funds						
<u>Designated Funds:</u>						
Jen Johnson Bursary	79,891	-	(13,302)	-	-	66,589
Total designated funds	79,891	-	(13,302)	-	-	66,589
Accumulated Funds	11,856,453	3,156,413	(3,274,715)	50,211	-	11,788,362
Pension reserve	(52,000)	-	5,000	47,000	-	-
Listed investment revaluation reserve	(118,465)	-	-	946,718	-	828,253
	11,765,879	3,156,413	(3,283,017)	1,043,929	-	12,683,204

The listed investment revaluation reserve represents the aggregate unrealised gains / (losses) on the investment portfolio.

The investment property revaluation reserve represents the aggregate unrealised gains / (losses) on the investment property since March 2020.

The Jen Johnson bursary gives successful applicants the opportunity to attend Congress (a biennial event) by providing help with the costs.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

13 – Reconciliation of Movements in Funds (continued)

The charge to expenditure of £1,000 shown in the pension reserve reflects the FRS102 valuation.

The Statement of Financial Activities of the Institute of Biomedical Science does not, in the opinion of the Council, reflect the group's total activities without the consolidation of its subsidiary undertaking's results. The Institute has, therefore, produced the group Statement of Financial Activities Account but, as permitted by the Companies Act 2006 and the Charities SORP, has not included the charitable company's own Statement of Financial Activities Account.

14 – Analysis of Net Assets Between Funds

	2020 Unrestricted £	2020 Restricted £	2020 Total £
Tangible fixed assets	1,393,483	-	1,393,483
Listed investments	10,786,235	-	10,786,235
Investment property	1,100,000	-	1,100,000
Current assets	3,349,422	493,328	3,842,750
Current liabilities	(716,482)	(493,328)	(1,209,810)
Creditors: AFD after 1 year	(100,513)	-	(100,513)
	<u>15,812,145</u>	<u>-</u>	<u>15,812,145</u>

	2019 Unrestricted £	2019 Restricted £	2019 Total £
Tangible fixed assets	1,914,927	-	1,914,927
Listed investments	9,703,724	-	9,703,724
Current assets	2,736,858	-	2,736,858
Current liabilities	(832,198)	-	(832,198)
	<u>13,523,311</u>	<u>-</u>	<u>13,523,311</u>

15 - Pension Schemes

The Institute operates a defined contribution scheme with Royal London to meet the requirements of the Auto Enrolment legislation. The Institute pays a contribution of 6% of salary during the employee's probation period. On successful completion of the probation period the Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary.

The Institute operates a defined contribution scheme with AEGON. The Institute pays twice the percentage that the employee contributes up to a maximum Institute contribution of 10% of salary. The scheme is now closed to new entrants.

Total employer contributions into the defined contribution schemes in the year were £105,768 (2019: £100,120).

There were employer and employee contributions totalling £nil (2019: £nil) outstanding at the year end.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

15 - Pension Schemes (continued)

The Institute operates a funded defined benefit pension scheme in the UK. A full actuarial valuation was carried out at 31 March 2016 and showed a surplus of £1,253,000 compared to deficit of £109,000 in March 2013. On 31 December 2019 the Scheme Trustees and the employer triggered the wind up of the Scheme and no future funding valuation will be required.

The valuation has been updated by a qualified independent actuary for FRS102 purposes. The actuary has advised that under FRS102 the Scheme had no surplus or deficit (2019: deficit £nil) at the year end. The Scheme Trustees have secured the benefits in the Scheme via an insurance policy with Aviva and the Scheme wound up on 25 November 2020 when it transferred fully to Aviva.

The principal actuarial assumptions for FRS102 at the balance sheet date were as follows:

	2020	2019
	% pa	% pa
Discount rate	1.55	2.00
Expected long-term rate of return on Scheme assets	n/a	2.00
Inflation assumption (RPI)	3.30	3.35
Inflation assumption (CPI)	2.30	2.35
Pension increases (capped at 2.5% pa RPI linked)	2.50	2.50
Pension increases (capped at 5.0% pa RPI linked)	3.30	3.35

The underlying mortality assumption is based upon the standard table known as S3PA Light on a year of birth usage with CMI_2019 future improvement factors and a long term rate of future improvements of 1.25% per annum with no allowance for additional improvements and a standard CMI_2018 smoothing factor of 7.0 (2019: S3PA Light on a year of birth usage with CMI_2018 future improvement factors and a long term rate of future improvement of 1.25% per annum with no allowance for additional improvements and a standard CMI_2018 smoothing factor of 7.0). This results in the following life expectancies:

- Male age 65 now has a life expectancy of 23.1 years (previously 23.0 years)
- Female age 65 now has a life expectancy of 24.7 years (previously 24.5 years)
- Male age 45 now, retiring at age 65, has a life expectancy from 65 of 24.4 years (previously 24.3 years)
- Female age 45 now, retiring at age 65, has a life expectancy from 65 of 26.0 years (previously 25.9 years)

No allowance has been made at retirement for non-retired members to commute part of their pension for a lump sum in these calculations.

The disclosures required by FRS102 are given below:

Employee benefit obligation recognised in the balance sheet	2020	2019
	£	£
Present value of Scheme liabilities	-	(6,480,000)
Market value of Scheme assets	-	6,480,000
(Deficit) / surplus in the Scheme	-	-

Amounts recognised in the Statement of Financial Activity	2020	2019
	£	£
Administrative expenses	1,000	228,000
Interest on net defined benefit liability / (asset)	-	2,000
Total	1,000	230,000

Actual return on Scheme assets	860,000	926,000
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

15 - Pension Schemes (continued)

Changes in the present value of the Scheme liabilities	2020	2019
	£	£
Present value of Scheme liabilities at beginning of period	6,480,000	5,779,000
Current service cost	-	-
Employee contributions	-	-
Benefits paid	(207,000)	(180,000)
Interest on Scheme liabilities	128,000	157,000
Actuarial losses / (gains)	731,000	724,000
Settlement	(7,132,000)	-
Total	-	6,480,000

Changes in the fair value of the Scheme assets	2020	2019
	£	£
Market value of Scheme assets at beginning of period	6,480,000	5,727,000
Contributions paid by Company	-	235,000
Benefits paid	(207,000)	(180,000)
Administrative expenses	(1,000)	(228,000)
Interest on Scheme assets	128,000	155,000
Return on assets, less interest included in SOFA	732,000	771,000
Settlement	(7,132,000)	-
Market value of Scheme assets at the end of the year	-	6,480,000

Major categories of Scheme assets as a % of total Scheme assets	2020	2019
Insurance Policy	n/a	100%
Bonds & cash	n/a	-
	n/a	100%

There are no investments in property occupied by, assets used by or financial instruments issued by the Institute of Biomedical Science.

Analysis of actuarial gain / (loss) recognised in the SOFA	2020	2019
	£	£
Actual return less expected return on Scheme assets	732,000	771,000
Experience gains and losses arising on Scheme liabilities	(188,000)	(58,000)
Changes in assumptions underlying the present value of Scheme liabilities	(543,000)	(666,000)
Re-measurement of net defined benefit liability recognised in SOFA	1,000	47,000

Movement in the net asset / (liability) during the year	2020	2019
	£	£
Net (liability) / asset at beginning of the year	-	(52,000)
Recognised in SOFA	(1,000)	(230,000)
Employer contributions	-	235,000
Re-measurement of net defined benefit liability recognised in SOFA	1,000	47,000
(Deficit) / surplus in Scheme at end of the year	-	-

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

15 - Pension Schemes (continued)

There were employer and employee contributions totalling £nil (2019: £nil) outstanding at the year end.

The expected employer contribution for 2021 is £nil as the Scheme is now wound up. The employer has agreed to meet the administration costs associated with completing the closure of the Scheme and these have been included in the Institute's accounts.

16 – Auditors' Remuneration

The auditors' remuneration (excl. VAT) for the period for the charity was £13,300 (2019: £12,100).

In addition, the auditors provided audit and corporation tax services to Institute of Biomedical Science (Professional Services) Ltd which were subject to a separate agreement.

17 – Capital Commitments

There were no capital commitments (2019: £nil) at the year end.

18 – Post Balance Sheet Events

There were no post balance sheet events.

19 – Related Party Transactions

The Institute owns 100% of the share capital in Institute of Biomedical Science (Professional Services) Ltd and its results are consolidated into these financial statements.

During the year three Council members undertook a number of IBMS portfolio verification visits and claimed expenses. A total of £824 (2019: £3,583 for four Council members) of expenses was reimbursed in line with the Institute's expenses policy.

During the year five members of Council received payments totalling of £3,160 (2019: £2,940 for five Council members) for providing professional examination and accreditation services. In addition, payments totalling £600 (2019: £655) were paid to the spouse of a member of the senior management team for providing professional examination and accreditation services. The payments were on the same basis as that made to others providing the same services.

The spouse of a member of the senior management team was deputy editor of the BJBS and a payment of £600 has been provided for in the accounts. The payment was made after the year end and was on the same basis as that made to others providing the same services.

A member of the senior management team is also a trustee of the Science Council. During the year the Institute incurred costs of £103,977 (2019: £120,815) from the Science Council. The costs related to membership and registration services.

A member of the senior management team is also a director of the International Federation of Biomedical Laboratory Science (IFBLS). The cost of travel, accommodation and out of pocket expenses related to this role is met by IFBLS. The cost of the IFBLS subscription paid by the Institute for the year was £6,758 (2019: £6,320).

A member of the senior management team is also a trustee director of the IBMS Pension Scheme, a defined benefit scheme. During the year the Institute made employer contributions of £nil (2019: £94,922) into the Scheme and met running costs relating to the Scheme of £29,307 (2019: £140,131).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

20 – Lessor Operating Lease Commitments

The charity has entered into a non-cancellable operating lease as lessor for which the total of future minimum lease payments receivable (excluding VAT) as follows:

	2020	2019
	£	£
Within one year	62,400	-
Later than one year but within five years	73,000	-
Total	<u>135,400</u>	<u>-</u>

21 – Comparative Statement of Financial Activity

**Consolidated Statement of Financial Activities for the Year Ended 31 December 2019
(Incorporating the Income and Expenditure Account)**

	Unrestricted Funds 2019 £	Unrestricted Funds 2018 £
Income from:		
<u>Charitable activities</u>		
Subscriptions	2,358,331	2,336,576
Qualifications	302,205	280,650
Registrations	255,845	229,225
Publications	37,233	33,049
Regions and branches and discussion groups	45,515	220,260
Other income	26,538	6,421
<u>Congress and other trading activities</u>	1,458,903	34,518
<u>Investments</u>		
Investment income	51,729	44,788
Bank interest	16,806	10,867
Total income	<u>4,553,105</u>	<u>3,196,354</u>
Expenditure on:		
<u>Raising Funds</u>		
Congress and other trading activities	1,046,809	162,009
Investment management fees	65,106	64,208
<u>Charitable activities</u>		
Education, qualifications and registration	1,427,404	1,280,830
Publications	83,131	95,708
Regions and branches and discussion groups	158,786	315,378
Member events, representation and benefits	1,350,052	1,233,775
Grants and prizes	47,676	29,996
Total Expenditure	<u>4,178,964</u>	<u>3,181,904</u>
Net gains / (losses) on investments	996,929	(558,387)
Net income / (expenditure)	1,371,070	(543,937)
Other recognised gains / (losses)		
Actuarial gains / (losses) on defined benefit pension scheme	47,000	(2,089,000)
Gain on revaluation of fixed asset	394,223	-
NET MOVEMENT IN FUNDS FOR THE YEAR	<u>1,812,293</u>	<u>(2,632,937)</u>
Total funds brought forward	11,711,018	14,343,955
Total funds carried forward	<u>13,523,311</u>	<u>11,711,018</u>