

# **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
Sauna 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

#### Investment Advisors:

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

#### Bankers:

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

#### 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"> <li>• Working with RCPATH and the 4 home nations to try to resolve this.</li> <li>• Stakeholder engagement plan developed.</li> </ul>
Failure to maintain operational effectiveness of IT and communications systems	<ul style="list-style-type: none"> <li>• Institute participation in workforce planning groups.</li> <li>• IT system managed by external IT company.</li> <li>• IT hardware kept up to date and replaced as required.</li> <li>• Software updates and security patches applied when required.</li> <li>• Business continuity plan in place and effective during COVID-19 outbreak.</li> </ul>
Significant legislative or policy changes results in unexpected workloads and/or potential costs for the Institute.	<ul style="list-style-type: none"> <li>• Institute raising awareness of and responding to Dept. of Health consultation on statutory regulation of scientific and allied health professions</li> <li>• Institute members participate in Long Term Plan / People Plan workforce planning groups</li> <li>• Institute supporting a public consultation on biomedical scientists supplying and/or administering medicine</li> </ul>

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](http://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 £
<b>Income from:</b>					
<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
<b>Total Income</b>		<b>3,296,369</b>	<b>5,560</b>	<b>3,301,929</b>	<b>4,553,105</b>
<b>Expenditure on:</b>					
<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
<b>Total Expenditure</b>		<b>2,661,664</b>	<b>5,560</b>	<b>2,667,224</b>	<b>4,178,964</b>
Net gains / (losses) on investments		978,596	-	978,596	996,929
<b>Net income / (expenditure)</b>		<b>1,613,301</b>	<b>-</b>	<b>1,613,301</b>	<b>1,371,070</b>
<b>Other recognised gains / (losses)</b>					
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
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>2,288,834</b>	<b>-</b>	<b>2,288,834</b>	<b>1,812,293</b>
Total funds brought forward		13,523,311	-	13,523,311	11,711,018
<b>Total funds carried forward</b>	13,14	<b>15,812,145</b>	<b>-</b>	<b>15,812,145</b>	<b>13,523,311</b>

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 £
<b>Fixed Assets</b>			
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>
<b>Current Assets</b>			
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>
<b>Creditors: amounts falling due within one year</b>	11	<u>(1,209,810)</u>	<u>(832,198)</u>
<b>Net Current Assets</b>		<u>2,632,940</u>	<u>1,904,660</u>
<b>Total assets less current liabilities</b>		<u>15,912,658</u>	<u>13,523,311</u>
<b>Creditors: amounts falling due after more than one year</b>	12	<u>(100,513)</u>	<u>-</u>
<b>Net Assets</b>		<u>15,812,145</u>	<u>13,523,311</u>
<b>Unrestricted Funds</b>			
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 £
<b>Fixed Assets</b>			
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>
<b>Current Assets</b>			
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>
<b>Creditors: amounts falling due within one year</b>	11	(1,205,209)	(905,920)
<b>Net Current Assets</b>		<u>2,257,160</u>	<u>1,063,553</u>
<b>Total assets less current liabilities</b>		<u>15,537,878</u>	<u>12,683,204</u>
<b>Creditors: amounts falling due after more than one year</b>	12	(18,729)	-
<b>Net Assets</b>		<u>15,519,149</u>	<u>12,683,204</u>
<b>Unrestricted Funds</b>			
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 £
<b>Reconciliation of net income / (expenditure) to cash flow from operating activities</b>			
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)
<b>Net cash provided by operating activities</b>		<b>903,483</b>	<b>391,272</b>
<b>Cash flows from investing activities</b>			
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)
<b>Net cash (used in) / provided by investing activities</b>		<b>101,091</b>	<b>(569,114)</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>1,004,574</b>	<b>(177,842)</b>
Cash and cash equivalents at start of year		2,397,202	2,575,044
<b>Cash and cash equivalents at end of year</b>		<b>3,401,776</b>	<b>2,397,202</b>
<b>Components of cash and cash equivalents</b>			
Cash at bank and in hand		2,883,047	1,397,202
Short term deposits		518,729	1,000,000
		<b>3,401,776</b>	<b>2,397,202</b>
<b>Analysis of change in net debt</b>			
		<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
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		<b>3,401,776</b>	<b>2,397,202</b>

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 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
<u>Governance</u>		
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
	£	£	£	£
<b>Cost</b>				
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	800,000	633,089	304,317	1,737,406
<b>Depreciation</b>				
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	25,333	76,828	241,762	343,923
<b>Net Book Value</b>				
At 31 December 2020	774,667	556,261	62,555	1,393,483
At 31 December 2019	1,218,436	615,414	81,077	1,914,927

## 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	10,140,343	9,636,728	10,140,343	9,636,728
Investment in subsidiary	-	-	1,000	1,000
Cash held as investments at period end	645,892	66,996	645,893	66,996
Total investments	10,786,235	9,703,724	10,787,236	9,704,724

**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	10,140,343	9,636,728
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**

<b>Group and Charity</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
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**

	<b>2020</b>		<b>2019</b>	
	<b>Group</b>	<b>Charity</b>	<b>Group</b>	<b>Charity</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
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
	£	£	£	£
<b>Balance brought forward</b>	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
<b>Balance carried forward</b>	<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 £
<b>Restricted Funds</b>						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
<b>Unrestricted Funds</b>						
<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

Group	At 01/01/19 £	Income £	Expenditure £	Net gains / (losses) £	Transfers £	At 31/12/19 £
<b>Unrestricted Funds</b>						
<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 revaluation 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 £
<b>Restricted Funds</b>						
HEE Histopathology project	-	5,560	(5,560)	-	-	-
Total restricted funds	-	5,560	(5,560)	-	-	-
<b>Unrestricted Funds</b>						
<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 £
<b>Unrestricted Funds</b>						
<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:

	<b>2020</b>	<b>2019</b>
	<b>% pa</b>	<b>% pa</b>
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**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
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**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
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	135,400	-

**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 £
<b>Income from:</b>		
<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
<b>Total income</b>	<b>4,553,105</b>	<b>3,196,354</b>
<b>Expenditure on:</b>		
<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
<b>Total Expenditure</b>	<b>4,178,964</b>	<b>3,181,904</b>
Net gains / (losses) on investments	996,929	(558,387)
<b>Net income / (expenditure)</b>	<b>1,371,070</b>	<b>(543,937)</b>
<b>Other recognised gains / (losses)</b>		
Actuarial gains / (losses) on defined benefit pension scheme	47,000	(2,089,000)
Gain on revaluation of fixed asset	394,223	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>	<b>1,812,293</b>	<b>(2,632,937)</b>
Total funds brought forward	11,711,018	14,343,955
<b>Total funds carried forward</b>	<b>13,523,311</b>	<b>11,711,018</b>