



**THE SCIENCE COUNCIL  
ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2014**

**REGISTERED CHARITY No 1131661**

**THE SCIENCE COUNCIL  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2014  
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**THE SCIENCE COUNCIL  
REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2014**

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Registered Office	Hodgkin Huxley House 30 Farringdon Lane London EC1R 3AW
Bankers	HSBC 39 Tottenham Court Road London W1T 2AR
Accountants	The Kings Mill Partnership Chartered Accountants 75 Park Lane Croydon Surrey CR9 1XS
Legal advisers	Farrer and Co LLP 66 Lincoln Inn's Fields London WC2A 3LH
Auditors	H W Fisher & Company Chartered Accountants and Statutory Auditors Acre House 11-15 William Road London NW1 3ER
Charity trustees	Prof Sir Tom Blundell CSci (President of Council and Chair of the Board) Prof Robert Ashford Dr Heather Barrett-Mold Dr Simon Festing (elected June 2014) Dr Colin Grant CSci Dr Bev MacKenzie CSci (elected June 2014) Edmund Nickless CSci Prof Stuart Palmer (elected June 2014) Dr Robert Parker CSci Jon Poole Mark Robson CSci (Honorary Treasurer) Jill Rodney
Serving as charity trustees during an earlier part of the year:	Elaine Boyes (retired July 2014) Dr Mark Downs CSci (retired June 2014) Prof Paul Hardaker (retired June 2014)
Chief Executive	Diana Garnham
Web sites	<a href="http://www.sciencecouncil.org">www.sciencecouncil.org</a> <a href="http://www.charteredscientist.org">www.charteredscientist.org</a> <a href="http://www.professionalregisters.org">www.professionalregisters.org</a> <a href="http://www.futuremorph.org">www.futuremorph.org</a> <a href="http://www.hiddensciencemap.org">www.hiddensciencemap.org</a>

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## **TRUSTEES' ANNUAL REPORT**

**The Board of Trustees present their annual report and the audited financial statements for the year ended 31st December 2014.**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Structure and governance**

The Science Council was established under Royal Charter in October 2003 and was registered as a charity with the Charity Commission in September 2009. The principal activity of The Science Council is to promote the advancement and dissemination of knowledge of and education in science, pure and applied, for public benefit. An amended Charter received Privy Council seal on 10th December 2008.

The Science Council is a membership organisation governed by a Board of Trustees answerable to the Full Council of member organisations. The Board of Trustees is chaired by the President and there are currently eleven elected trustees and one co-opted trustee. 25% of the membership of the current Board of Trustees is female.

Trustees are elected by member organisations to serve in this capacity as individuals and not as representatives of organisations, interest groups or sectors. Elected Trustees normally serve a four year term and one quarter of elected Trustees will retire each year.

The Trustees believe they have fully complied with their duty in the Charities Act 2011 to have due regard to guidance published by the Charity Commission.

There are two formal Board sub-committees:

**Audit and Risk Committee** members are: Dr Colin Grant, Jill Rodney (Chair) alongside two external Committee members; Dr William Marshall and Dr Valerie Shrimplin. Prof Paul Hardaker retired from the Board June 2014 and stood down as Chair of the Audit and Risk Committee.

**Nominations Committee** members are: Prof Robert Ashford; Dr Heather Barrett-Mold; Edmund Nickless and Dr Robert Parker (Chair).

### **Trustee meetings**

The Board of Trustees met four times during 2014.

### **Trustee recruitment**

Trustees are nominated for election by member organisations with a requirement that a quarter of trustees retire each year to ensure rotation. A Nominations Committee ensures that the process for the recruitment of Trustees follows the procedures set out in the Bylaws and Regulations and leads the process in identifying nominees and potential co-options to fill skills gaps. The Board may have a maximum of twelve elected trustees and up to three further co-opted trustees.

### **Trustee induction**

Newly elected Trustees are expected to participate in trustee induction sessions: all current trustees have completed an induction session and several trustees have participated in additional training and development opportunities during the year. A Trustee Manual that includes essential information is made available to all trustees in both printed and electronic format.

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## **MANAGEMENT**

### **Office location**

The Science Council is located at Hodgkin Huxley House, 30 Farringdon Lane, London, EC1 with a five year lease concluding 24<sup>th</sup> December 2017. The building is owned by the Physiological Society.

### **Chief Executive and senior staff**

All three senior staff continued in their roles. Ali Orr as Registrar and Nicola Hannam as Director of Development. In September 2014 Hannah Kowszun joined the senior team as Director of Marketing and Communications. Diana Garnham continued as Chief Executive but has announced that she will be leaving the Science Council at the end of September 2015.

### **Human resources**

The Board has an HR and Remuneration Group chaired by Jon Poole that oversees human resource issues. It has met as necessary during the year to review salaries and other HR issues. Other members are the President, Honorary Treasurer and chairs of both the Audit and Risk and Nominations sub-committees.

### **Science Council staff at year end**

Emily Brown	Professional Development Project Executive
Lydia Cufflin	Member Engagement and Projects Manager
Diana Garnham	Chief Executive
Oliver O'Hanlon	Policy and Public Affairs Manager
Nicola Hannam	Director of Development
Sarah Harris	Project Officer
Hannah Kowszun	Director of Marketing and Communications
Alisdair Orr	Registrar
Amy Pearce	Professional Standards and Quality Manager

From time to time the Science Council also employs graduate interns on short-term contracts, providing opportunities for STEM graduates to gain experience in the different ways in which STEM skills are valued in the workplace. The staff team was 77% female at the year end.

The Science Council draws on the support of volunteers for its committees and events; nearly 170 individuals have given support in this way during 2014, for which we are most grateful.

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## **OBJECTIVES AND ACTIVITIES**

The Science Council works to provide public benefit by:

- creating a forum that brings together learned societies and professional bodies in science and its applications;
- increasing the effectiveness and impact of member organisations on science and its applications by encouraging the sharing of good practice; in working together to maintain and support high standards in the quality of education in both core and applied STEM disciplines; and in enabling and supporting disciplines and professions to respond to new knowledge and challenges;
- fostering inter-disciplinary partnership and collaboration in science to address some of the key challenges facing today's society;
- providing a point of contact with others including the technology, engineering, mathematics and medical communities;
- working across disciplines and in collaboration with member organisations to provide informed and expert advocacy on a wide range of policy issues that impact on the advancement of science and its applications, including consultations undertaken by government departments, parliaments and assemblies;
- by advancing professionalism in science through a registers of Chartered Scientists, Registered Scientists and Registered Science Technicians who meet high standards of competence and follow an established code of conduct and continuing professional development that contributes to society's safety in the effective application of science; and
- furthering the creation of better health, sustainable societies and wealth by encouraging the study and pursuit of science and its applications by society and by individuals; raising awareness of the profession of scientist and their roles in society; fostering increased take up of STEM qualifications post 16 both vocational and academic; and providing high quality information for students about career opportunities available to those with STEM qualifications.

### **Member organisations**

The Regulations set out the criteria for membership of the Science Council. The criteria are as follows:

- the profession represented by the Organisation shall be based on a recognised body of scientific learning where knowledge and understanding of the natural and social world are pursued through a systematic methodology based on evidence;
- the Organisation is an independent body which exists for the collective pursuit of professional aims and objectives in science as set out in a Royal Charter or Memorandum and Articles of Association incorporated under the Companies Acts or formally registered in the UK some other way;
- the Organisation has, among its objectives, the practice of the profession in the interest of the public as well as that of its members;
- admission to full membership of the Organisation shall be based on standards of competence as attested by an appropriate qualification, as well as relevant professional practice. If an Organisation does not have strict entry standards for its members it must be able to demonstrate that the majority of its members are so qualified;
- the Organisation recognises its responsibility to advance and extend the body of learning on which the profession is based, and
- the Organisation recognises its responsibility to concern itself with facilities, methods and provision for educating and training future entrants to the profession and for enhancing the knowledge of present practitioners.

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## **Subscriptions**

Member organisations pay an annual subscription to the Science Council. The subscription rate in 2014 was £0.761 (2013: £0.741) per qualifying individual member. The maximum subscription is capped at 30,000 qualifying individual members and the minimum subscription is £750.

The total number of member bodies is 41. Current member organisations are:

Association for Clinical Biochemistry and Laboratory Medicine	Institute of Physics
Association of Neurophysiological Scientists	Institute of Physics and Engineering in Medicine
Association for Science Education	Institute of Science and Technology
British Academy of Audiology	Institute of Water
British Association of Sport and Exercise Sciences	Institution of Chemical Engineers
BCS, the Chartered Institute for IT	Institution of Environmental Sciences
British Psychological Society	London Mathematical Society
British Society of Soil Science	Mineralogical Society
Chartered Institution of Water and Environmental Management	Nuclear Institute
College of Podiatry	Oil and Colour Chemists' Association
Energy Institute	Operational Research Society
Geological Society of London	Physiological Society
Institute of Biomedical Science	Royal Astronomical Society
Institute of Brewing and Distilling	Royal Meteorological Society
Institute of Corrosion	Royal Society of Chemistry
Institute of Food Science and Technology	Royal Statistical Society
Institute of Marine Engineering, Science and Technology	Society of Biology
Institute of Materials, Minerals and Mining	Society for General Microbiology
Institute of Mathematics and its Applications	Society of Cardiological Science and Technology
Institute of Measurement and Control	Society of Dyers and Colourists
	The Organisation of Professionals in Regulatory Affairs

## **Full Council and General Meetings**

The member organisations met as the Full Council three times during the year including the Annual General Meeting in June 2014. All member organisations are entitled to send two representatives to General Meetings/Council.

## **ACHIEVEMENTS, PERFORMANCE AND PLANS FOR FUTURE PERIODS**

The Board is working to the strategy and priorities for the Science Council agreed at the AGM in June 2012 which it keeps under review. The agreed aims for 2012-2017 are for the Science Council to:

- 1. Serve society and the economy by enhancing the professionalism of the science workforce and building trust and confidence in science.**
- 2. Provide a voice on policy issues affecting the science community, fostering debate and the exchange of ideas.**
- 3. Support its member organisations to be more effective in meeting the needs of the science community.**

The priority for 2015 is the promotion of professionalism and professional registration and the Science Council will be working with Licensed Bodies and employers to develop common approaches that will benefit both employers and individuals.

### **1. SERVING SOCIETY AND THE ECONOMY BY ENHANCING THE PROFESSIONALISM OF THE SCIENCE WORKFORCE AND BUILDING TRUST AND CONFIDENCE IN SCIENCE**

#### **Professional registration**

Professional registration for scientists and science technicians recognises high standards of professionalism and competence; a commitment to keeping skills and knowledge up to date; and accountability to codes of conduct that ensure the responsible application of science for the benefit of society.

All registrants are required to declare annually that they continue to meet the Science Council standards for CPD (Continuing Professional Development), with Licensed Bodies auditing at least 2.5% of their registrants' CPD records.

In 2014 the Gatsby Charitable Foundation agreed to invest for a further 4 years in the promotion of the two registers launched in 2012, Registered Scientist and Registered Science Technician. One of the expectations of this funding has been to develop a Common Application Process (CAP) for applicants to enable them to apply for both professional body membership and registration through the Science Council which was introduced in August 2014. By the end of December 19 people had been awarded professional status through this process.

During the year the team has grown to include a Professional Development Project Executive, responsible for managing the CAP, and a Director of Marketing and Communications who will lead on all marketing and promotional activity for the registers.

<b>Registrant numbers at Year End</b>	
Chartered Scientist (CSci)	11,781
Chartered Science Teacher (CSciTeach)	159
Registered Scientist (RSci)	633
Registered Science Technician (RSciTech)	367

In 2014 the number of Registered Scientists grew by 30% and Registered Science Technicians by 66%.

#### **Registration Authority**

The Board is advised on matters relating to the Professional Registers by a Registration Authority. The Registration Authority (RA) is responsible for upholding the standards of the professional registers. Its membership comprises of elected individuals nominated by the Licensed Bodies and appointed experts from other areas. It meets four times a year, reporting to the Science Council Board, and is chaired by Dr Bob Chaplow. During 2014, Dr Kathryn Allton retired from the RA. Corrine Stevenson and Claire Pollard were appointed to the RA and Dr Colin Grant joined as the Board's nominated representative. A third of the RA are women.



**THE SCIENCE COUNCIL  
BOARD OF TRUSTEES' ANNUAL REPORT (CONTINUED)  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2014**

**Registration Authority membership:**

Dr Bob Chaplow CSci (Chair)	Claire Pollard CSci
Dr David Barr CSci	Prof Peter Sharp CSci
Dr Colin Grant CSci	Corinne Stevenson
Trevor Holme CSci	Brian Cameron (Observer, Engineering Council)
Dr Trevor Lewis CSci	Trish Hall (Observer, Society for the Environment)
Sarah May CSci	

**Licensed Bodies**

The Science Council grants licences to Professional Bodies within its membership to admit their own individual members to the Professional Registers. Six new licences were awarded in 2014: the College of Podiatry (CSci), the Institute of Materials, Minerals and Mining (RSci, RSciTech), Institute of Science and Technology (CSci) and Institute of Water (RSci, RSciTech). Licensed bodies pay an annual fee to the Science Council of £1,000. At the end of December 2014 there were 29 Licensed Bodies:

Association for Clinical Biochemistry and Laboratory Medicine	Institute of Food Science and Technology
Association of Neurophysiological Scientists	Institute of Marine Engineering, Science and Technology
Association for Science Education	Institute of Materials, Minerals and Mining
British Association of Sport and Exercise Science	Institute of Mathematics and its Applications
BCS, the Chartered Institute for IT	Institute of Measurement and Control
British Psychological Society	Institute of Physics and Engineering in Medicine
British Society of Soil Science	Institute of Science and Technology
Chartered Institution of Water and Environmental Management	Institute of Water
College of Podiatry	Institution of Chemical Engineers
Energy Institute	Institution of Environmental Sciences
Geological Society of London	Mineralogical Society
Institute of Biomedical Science	Nuclear Institute
Institute of Brewing and Distilling	Royal Society of Chemistry
Institute of Corrosion	Royal Statistical Society
	Society of Biology

**Careers from Science and STEM from the City**

Average visits to the Future Morph website have increased by 44% between 2013 and 2014 to nearly fourteen thousand per month. However, the strategy for the Careers from Science project has moved away from direct promotion of Future Morph, focusing on dissemination through intermediaries of key messages – drawn from the 2011 workforce research and the ‘Ten Types of Scientist’ – for example, an event was held for careers advisers with the Central London Careers Hub in November 2014, for which Nicola Hannam organised the other speakers and gave a presentation.

Demand for the popular ‘careers website checklist’ leaflet continues and in 2014 approximately 2,500 copies were sent out, requested by 13 outreach/ careers advice organisations and 4 schools.

The Science Council continues to provide careers resources to support the Horner’s Company led Science Opens Doors project. This engaged with pupils and their parents at 14 primary schools in 2014. The Science Council also continues to provide advisory input for the second stage of the longitudinal research into career aspirations of young people that is being undertaken by the ASPIRES team at King’s College London. This work has led to Enterprising Science, a project piloting approaches to engaging families, teachers and museum educators more effectively.

In June 2014, the Science Council worked in partnership with the Corporation of London to design a STEM careers event for year 9 children attending schools within the City of London and its adjacent boroughs, encouraging them to continue studying and pursue science as a career.

A total of 376 students attended across the day, where 23 employers introduced them to 93 different STEM occupations from within their local areas. Feedback from the event was very positive from both attendees and exhibitors, and post-event evaluation showed students came away with a greater understanding of careers from science.

### **Employer engagement**

The Science Council is continuing to encourage employers to invest in the training, development and professionalism of their science workforce. The focus this year has been on communicating the benefits of RSci and RSciTech for their staff and business.

In 2014 Wessex Water became the first employer from the water industry to be awarded CPD Approved Employer, with over 70 staff based at their scientific centre in Bristol.

The Science Council also welcomed five new Employer Champions, organisations that have committed to recognising professionalism and professional practice among their scientific staff and the responsible application of science for the benefit of society: Anglian Water, Exova, National Laboratory Service, Newcastle University and the University of Sheffield.

### **Partnership activities**

The Science Council works inclusively and in partnership with other organisations across science, including engineering, IT and mathematics, and those beyond science. The Science Council continues to have excellent relationships with the Engineering Council, Royal Academy of Engineering and EngTechNow, the campaign to promote the Engineering Technician award, along with other organisations such as SCORE, with whom we discuss the future of science education policy.

This year the Science Council signed an MOU with unionlearn to improve the status and recognition of science technicians. This is an excellent partnership for the Science Council as unionlearn are leading the 'Technician Pathways' Project, also funded by the Gatsby Charitable Foundation.

## **2. PROVIDING A VOICE ON POLICY ISSUES AFFECTING THE SCIENCE COMMUNITY. FOSTERING DEBATE AND THE EXCHANGE OF IDEAS**

Science policy continues to be a key area of interest for the Science Council and its member organisations. Over the past year the Science Council has expanded its policy and public affairs activities, engaging with a wide range of stakeholders and partners on cross science community issues.

### **Public Affairs Network**

2014 saw the launch of the Public Affairs Network: an association of policy professionals and other staff and volunteers interested in science policy from among our member organisations. Members are encouraged to share ideas and information; get to know each other better; identify areas for collaboration; and to hear from guest speakers on key areas of science policy. 35 attendees heard short talks from Becky Purvis, Head of Public Affairs at the Royal Society and William Cullern-Bown, founder of Research Fortnight.

The initiative has been well-received and the Science Council intends to grow the network over the next few years through similar meetings and activities to increase the impact and influence of our member organisations across the science community and beyond.

### **Consultation responses**

The Science Council continues to provide a voice on policy issues affecting the science community through our contribution to a wide range of policy consultations from Government, Parliament and stakeholders across the science community and beyond. In 2014 the Science Council responded to eight consultations on a range of scientific issues, including the Demos Commission on Apprenticeships and two on digital skills for both the House of Lords Digital Skills Committee and the UK Digital Skills Taskforce.

**THE SCIENCE COUNCIL  
BOARD OF TRUSTEES' ANNUAL REPORT (CONTINUED)  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2014**

Selected passages from our response to the House of Commons Science and Technology Select Committee inquiry into GM foods and the application of the precautionary principle in Europe have been quoted in the resulting report (published Feb 2015). While the House of Lords Digital Skills Committee report (also published Feb 2015) included reference to both our response and our 2011 workforce research report.

The policy team continued to alert our member organisations to the latest consultations, particularly those where an organisation may have something unique to contribute. More than one third of members also submitted consultation responses over the course of the year.

**Party conferences**

For the fourth year running the Science Council hosted fringe events during the Autumn Political Party Conferences in 2014: at the Labour Party in Manchester, Conservative Party in Birmingham and Liberal Democrats in Glasgow. The Science Council held fringe event panel discussions at all three, in partnership with the Institution of Chemical Engineers, the Royal Society of Chemistry and Society of Biology, on the subject: *'Creating jobs and wealth from investment in science and innovation: ensuring everyone benefits'*.

The Science Council's chief executive, Diana Garnham chaired the events and speakers included Labour MP Liam Byrne, shadow Universities, Science and Skills Minister; Conservative MP George Freeman, Minister for Life Sciences; and Liberal Democrat MP Gordon Birtwistle, Chair of the APPG on Apprenticeships and the Government's Apprenticeship Ambassador. Attendance across all three events was strong.

The Science Council will continue to actively participate during the party conference seasons to raise the profile of the Science Council as a voice for the pan-science community. In future years we will look to participate at party conferences beyond the three main political parties.

**3. SUPPORTING MEMBER ORGANISATIONS TO BE MORE EFFECTIVE IN MEETING THE NEEDS OF THE SCIENCE COMMUNITY**

**Membership engagement**

Member organisations value opportunities to come together to discuss issues of common concern and to share good practice and there have been many opportunities for members to come together during the year.

For Chief Executives, there was a CEO forum in March to explore crossing the digital skills gap with Maggie Philbin, as well as discuss the potential impact of the Lobbying Act and the Governance and Leadership benchmarking report. There were 23 attendees and was hosted by The Institute of Marine Engineering Science and Technology. There was also an informal CEO Forum before the October Council, where the new Director of Marketing and Communications asked for feedback on the quality and experience of Science Council communications activity to date.

Over the course of the year over 125 staff and volunteers from Science Council member organisations were convened to discuss a range of issues affecting the sector, such as apprenticeship graduation and professionalism in the health sector.

The Science Council published two benchmarking reports, using intelligence and insight gathered from 66% of member organisations, on Governance and Leadership (February) and Salaries and Remuneration (April). A third benchmarking project began on the subject of Volunteering, which will be circulated in early 2015.

The Science Council continues to signpost the policy landscape for our members through monthly policy bulletins.

The Science Council had three formal Council meetings throughout the year. As well as formal business, these included networking lunches and guest speakers on a variety of topics relevant to the sector. In 2014 guest lecturers included Tinu Cornish, Different with Difference, who spoke on the topic of unconscious bias; a panel

of speakers on the topic of supporting and recognising excellent science teaching; and Professor AbuBakr Bahaj, Chief Scientific Advisor to Southampton City Council, on policy making in local government.

**Diversity, Equality & Inclusion**

In March 2014, the Diversity, Equality and Inclusion Strategy Group first came together to guide the project. The group comprises influential and knowledgeable individuals, including James Smith from the Carbon Trust, Caroline Waters from the Equality and Human Rights Commission, and Claire Craig from the Government Office for Science.

The Strategy Group has led the Science Council's activity and, in consultation with members, drafted the Declaration on Diversity, Equality and Inclusion, which is the focal point of the project. The Declaration was launched at the Council meeting in October with 16 signatories. By the end of the year there were 20 member organisations committed to improving diversity within their field.

Several working groups were formed over the year with volunteers from member and other organisations, such as Prospect. These working groups have developed resources to support members' progress.

<b>Key events and resources produced for DEI project</b>
Roadmap, which sets out a framework for developing and managing diversity activity
Database of useful resources
Monitoring and benchmarking guidance, adapted from RAEng material
Guidance on diversity leadership and champions
Unconscious bias talk and discussion about mentoring schemes at February Council (25 attendees from 18 member organisations)
Workshop on using data to establish baseline and track progress in December (24 delegates from 16 member organisations)

Further work is planned for 2015 to share learning and build networks of diversity leads and champions, as well as the intention to have all member organisations signed up to the Declaration by the end of the year.

**Familiarisation with EU Policy – Brussels visit**

In December 2014, the Science Council led 24 people from 13 member organisations on a visit to Brussels, to familiarise them with the European Union policy-making process and in particular their approach to science policy. Delegates met with outgoing Chief Scientific Advisor, Professor Anne Glover; MEPs from the Labour and Conservative Parties; Christina Miller from the UK Research Office; and Neville Reeve from the Directorate General for Research and Innovation for the European Commission, all of whom provided valuable insight on engaging with European scientific policy making.

The feedback from delegates was extremely positive, with a number suggesting that an annual visit would help them engage better with the relevant individuals and institutions involved in EU science policy.

**CPD Learning Group**

Formed in 2009, the CPD Learning Group is chaired by Dr Trevor Lewis CSci and brings together representatives of Licensed Bodies to develop and share good practice among member organisations and licensed bodies in the monitoring and support of registrants' CPD.

This year the group met 4 times, organising a highly successful CPD workshop in September.

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## **FINANCIAL REVIEW**

### **Results for the year**

Incoming resources for the year totalled £636,040 (2013: £515,074). After total expenditure of £554,638 (2013: £511,269) the year's activities showed a surplus of £81,402 (2013: surplus £3,805) which, when accumulated with the funds brought forward from previous years, leaves the Science Council with total funds at the yearend of £352,503 (2013: £271,101). This is represented by unrestricted funds of £272,920 (2013: £259,101) and restricted funds of £79,583 (2013: £12,000). The increased balance associated with the restricted funds was due to the timing of expenditure for the Professional Pathways project; the grant funding carried forward has been spent in the first quarter of the current year.

### **Reserves policy**

The Board undertook a review of its reserves policy to take account of additional grant funding, increases in staffing, the current risk profile on income and re-assessment of potential costs of closure. In November 2014 the Board agreed that it would be its policy to seek to maintain a minimum reserve of £250,000. In addition to the minimum reserve the Board also aims to generate a small surplus in order to give the Science Council the ability to invest in key development opportunities and projects.

### **Risk review**

During 2014 the Audit and Risk Committee undertook an extensive review of the Risk Register. Risks are now consolidated under five headings: Mission, Objective and Strategy, Governance, Reputation, Operational, and Finance. Risks are reviewed on the basis of impact and likelihood with a target risk level assigned as appropriate. The review of the Register is a continual activity with a forward plan ensuring all sections are reviewed over the course of a year.

The Board of Trustees reviews risks rated as significant at each meeting.

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## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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

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

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

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

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website.

## **AUDITORS**

H W Fisher & Company will be proposed to the Annual General Meeting to be reappointed Auditors to the Science Council for the third consecutive year.

On behalf of the Board

Prof Sir Tom Blundell CSci  
President

Mark Robson CSci  
Honorary Treasurer

Date: 14 April 2015

### **Independent Auditor's Report to the Trustees of the Science Council**

We have audited the Financial Statements of the Science Council for the year ended 31 December 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Trustees, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the Trustees 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 Council and the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of Trustees and Auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 14, the Trustees are responsible for the preparation of Financial Statements which give a true and fair view.

We have been appointed as auditor under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act. Our responsibility is to audit and express an opinion on the Financial Statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### **Scope of the Audit of the Financial Statements**

An audit involves obtaining evidence about the amounts and disclosures in the Financial Statements sufficient to give reasonable assurance that the Financial Statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the Financial Statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited Financial Statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on Financial Statements**

In our opinion, the Financial Statements:

- give a true and fair view of the state of the Charity's affairs as at 31 December 2014 and of its incoming resources and application of resources, 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 Charities Act 2011.

#### **Matters on which we are required to Report by Exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the Financial Statements; or
- sufficient accounting records have not been kept; or
- the Financial Statements are not in agreement with the accounting records and returns; or we have not received all the information and explanations we require for our audit.

**Julian Challis (Senior Statutory Auditor) for and on behalf of H W Fisher & Company**

Chartered Accountants  
Acre House  
11-15 William Road  
London NW1 3ER  
United Kingdom

Dated: 17 April

2015

H W Fisher & Company is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006.

**THE SCIENCE COUNCIL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR TO 31ST DECEMBER 2014**



	Notes	Restricted Funds £	Unrestricted Funds £	2014 Total £	2013 Total £
<b>INCOMING RESOURCES</b>					
<i>Voluntary Income</i>					
Members' Subscriptions		-	168,935	168,935	151,560
<i>Incoming resources from charitable activities</i>					
Professional registration and development		-	280,974	280,974	273,502
Grants/Donations/Contracts	2	149,500	34,286	183,786	88,930
Other		-	2,190	2,190	932
<i>Investment income</i>					
Bank Interest		-	155	155	150
<b>Total Incoming Resources</b>		149,500	486,540	636,040	515,074
<b>RESOURCES EXPENDED</b>					
Professional registration and professionalism		-	168,666	168,666	137,632
Science Policy and Representation		-	93,114	93,114	66,842
Membership support and activities		-	65,402	65,402	78,901
Special projects		81,917	92,629	174,546	185,736
Governance		-	52,911	52,911	42,158
<b>Total Resources Expended</b>	3	81,917	472,721	554,638	511,269
<b>Surplus/(Deficit) for the year</b>		67,583	13,819	81,402	3,805
Total funds brought forward		12,000	259,101	271,101	267,296
<b>Total funds carried forward</b>	10/11	79,583	272,920	352,503	271,101

There were no recognised gains and losses other than those shown above in the Statement of Financial Activities.

The accounting policies and notes on pages 17-22 form part of these financial statements.



**THE SCIENCE COUNCIL  
BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2014**



		2014		2013	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		6,443		11,834
<b>CURRENT ASSETS</b>					
Debtors	7	51,022		87,639	
Cash at bank and in hand		341,641		227,193	
		<u>392,663</u>		<u>314,832</u>	
<b>CREDITORS</b>					
Amount falling due within one year	8	46,603		55,565	
		<u>46,603</u>		<u>55,565</u>	
<b>NET CURRENT ASSETS</b>			346,060		259,267
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	12		<u>352,503</u>		<u>271,101</u>
<b>REPRESENTED BY:</b>					
Accumulated funds					
Unrestricted funds	10		272,920		259,101
Restricted funds	11		79,583		12,000
			<u>352,503</u>		<u>271,101</u>
	12		<u>352,503</u>		<u>271,101</u>

These financial statements were approved by the Board members on 14th April 2015 and were signed on their behalf by:

Prof Sir Tom Blundell CSci, President

Mark Robson CSci, Honorary Treasurer

The accounting policies and notes on pages 17-22 form part of these financial statements.

## **1. ACCOUNTING POLICIES**

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The Financial Statements have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice 2005' and the Financial Reporting Standards for Smaller Entities (FRSSE) 2008.

### **Fixed assets**

Fixed assets with a cost of up to £500 (including computer equipment) and/or those purchased in relation to a fixed term project, are written off in the year of purchase. All other fixed assets are capitalised and depreciated to write off the cost of the asset, less any residual value, over its useful economic life. Web site development costs are written off in the year in which they are incurred.

Provision is made for depreciation on the following bases:

Computer equipment	33% straight line
Fixtures and fittings	25% straight line
Office equipment	25% straight line

### **Cash flow**

The Financial Statements do not include a cash flow statement because the Council, as a small reporting entity, is exempt from the requirement to prepare such a statement under the FRSSE 2008.

### **Taxation**

The Council has been granted charitable status for tax purposes with effect from 10 February 2004, therefore there is no Corporation Tax liability on surpluses arising or investment income applied for charitable purposes only. The Council is not registered for Value Added Tax and is therefore unable to recover input tax on its costs.

### **Fund accounting**

Unrestricted funds are available for use at the discretion of the Board members in furtherance of the general activities of the organisation and which have not been designated for other purposes. Where a donor has specified a particular purpose for a grant or donation, the income is shown as restricted income in the Statement of Financial Activities. Any such income unexpended at the yearend is shown as a restricted fund in the balance sheet.

### **Incoming resources**

All incoming resources are recognised by the Council during the year when the criteria of entitlement, certainty of receipt and ability to be measured have been met.

### **Resources expended**

Expenditure is accounted for on the accruals basis. Direct costs comprise costs that are wholly attributable to that activity; support costs are apportioned to activities on the basis of analysis of staff time. Governance costs are those associated with the running of the Council itself and the review of the Charter, Bylaws and Regulations undertaken during the year.

### **Pension scheme**

The Council does not maintain a staff pension scheme but, instead, contributes to individual staff personal pension plans.

### **Leasing commitments**

Rentals payable under operating leases are included in expenditure on a straight line basis over the period of the lease.

### **Gifts in kind**

Gifts in kind received towards projects and activities are included as grant income (Note 2). The total value of such gifts during the year was £5,406 (2013: £1,807).

**2. CONTRACT, GRANT INCOME AND GIFTS IN KIND**

	<b>Total 2014</b>	<i>Total 2013</i>
	<b>£</b>	<b>£</b>
Contracts, grants, project contributions and gifts comprise:		
Corporation of the City of London	23,000	-
Engineering UK	-	735
Gatsby Charitable Foundation	151,543	71,995
The Horners' Company	259	6,117
Institute of Mathematics and its Applications	-	148
Institute of Physics	-	2,020
Institution of Chemical Engineers	940	-
Royal Society of Chemistry	1,319	2,093
Society of Biology	1,319	1,675
Trends Business Research	-	2,340
Gifts in kind	5,406	1,807
	<hr/> <hr/> 183,786	<hr/> <hr/> 88,930

**3. RESOURCES EXPENDED**

a) *Analysis of total resources expended*

	<b>Direct Costs</b>	<b>Support Costs</b>	<b>Total 2014</b>	<i>Total 2013</i>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Activities</b>				
Professional registers and professionalism	20,136	148,530	168,666	137,632
Science policy and representation	10,492	82,622	93,114	66,842
Membership support and activities	95	65,307	65,402	78,901
Special projects	80,281	94,265	174,546	185,736
	<hr/> 111,004	<hr/> 390,723	<hr/> 501,727	<hr/> 469,111
<b>Governance</b>	13,985	38,926	52,911	42,158
<b>Total resources expended</b>	<hr/> <hr/> 124,989	<hr/> <hr/> 429,649	<hr/> <hr/> 554,638	<hr/> <hr/> 511,269

*Total resources expended 2013*

*£77,334   £433,935   £511,269*

**THE SCIENCE COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR TO 31ST DECEMBER 2014**



**b) Analysis of support costs**

	<b>Total 2014 £</b>	<i>Total 2013 £</i>
Staff costs (note 5)	347,810	334,622
Premises costs	44,152	28,857
Office and administration costs	22,163	44,890
Professional fees	10,132	20,372
Depreciation	5,392	5,194
	<u>£429,649</u>	<u>£433,935</u>

Support costs are apportioned to charitable activities in relation to staff time. In order to better describe costs associated with the office accommodation, 2014 'premises costs' comprises solely of rent and other costs associated with the lease contract. All other office related charges are categorised as 'Office and administration costs'.

**c) Direct costs**

Direct costs include design and content development for print and web communications, printing and distribution, dissemination including events and advertising.

	<b>Total 2014 £</b>	<i>Total 2013 £</i>
<b>d) Governance costs</b>		
Audit fees	3,708	3,708
Meeting and other costs	5,899	2,861
Staff costs	38,926	34,673
Legal and professional costs	4,378	916
	<u>£52,911</u>	<u>£42,158</u>

**4. REMUNERATION AND EXPENSES OF TRUSTEES**

The Trustees receive no remuneration for carrying out their duties. £557 (2013: £799) was paid to three Trustees for travel expenses incurred in relation to attendance at meetings.

**5. STAFF COSTS**

	<b>Total 2014 £</b>	<i>Total 2013 £</i>
Wages and salaries	282,256	253,096
Social security costs	27,643	26,991
Other pension costs	34,223	43,303
Staff training	3,688	4,125
Recruitment	-	6,607
Staff welfare	-	500
	<u>£347,810</u>	<u>£334,622</u>

	<b>2014</b>	<i>2013</i>
<b>The average number of employees</b>	Number 8	Number 7
The following number of staff received emoluments in the year in the bands:	<b>2014</b>	<i>2013</i>
£120,000 - 129,999	-	1
£100,000 - 109,999	1	-

The ratio of highest to lowest permanent staff emolument is 1:4; ratio highest to median salary is 1:3.

## 6. TANGIBLE ASSETS

	<b>Fixtures &amp; Fittings</b>	<b>Office Equipment</b>	<b>Computer Equipment</b>	<b>TOTAL</b>
	£	£	£	£
<b>Cost</b>				
1st January 2014	8,488	10,830	15,188	34,506
Additions	-	-	-	-
31st December 2014	8,488	10,830	15,188	34,506
<b>Depreciation</b>				
1st January 2014	1,592	8,105	12,975	22,672
Charge for year	2,122	1,056	2,213	5,391
31st December 2014	3,714	9,161	15,188	28,063
<b>Net Book Value</b>				
31st December 2014	4,774	1,669	0	6,443
<i>31st December 2013</i>	6,896	2,725	2,213	11,834

**THE SCIENCE COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR TO 31ST DECEMBER 2014**



	2014	2013
<b>7. DEBTORS</b>		
	£	£
Debtors (subscriptions and professional registration)	27,412	45,230
Other debtors	5,560	28,399
Prepayments and accrued income	18,050	14,010
	51,022	87,639

	2014	2013
<b>8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
	£	£
Trade Creditors	13,108	11,967
Deferred Income	2,275	330
Taxation and social security costs	10,753	8,698
Other creditors and accruals	20,467	34,570
	46,603	55,565

**9. RELATED PARTY DISCLOSURES**

Related party transactions are transactions related to Board member interests and exclude membership subscriptions, registrant fees, grants and project contributions (see grants listed in Note 2 above). There were no related party transactions in 2014.

**10. UNRESTRICTED FUNDS**

	2014	2013
	£	£
Balance at 1 January 2014	259,101	255,296
Net movement in funds	13,819	3,805
<b>As 31 December 2014</b>	272,920	259,101

**11. RESTRICTED FUNDS**

	Balance Brought Forward	Net Incoming Resources	Resources Expended	Balance Carried Forward
	£	£	£	£
Gatsby Professional Pathways Fund	-	149,500	81,917	67,583
Gareth Roberts Memorial Lecture	12,000	-	-	12,000
<b>Total</b>	12,000	149,500	81,917	79,583

The **Gatsby Professional Pathways** fund relates to grant funding from the Gatsby Charitable Trust to develop and promote the Registered Scientist and Registered Science Technician professional registers. The balance was fully committed before the year end and was spent during first quarter of the current year.

The **Gareth Roberts Memorial Lecture** fund relates to a donation from Sir Gareth Roberts to support the Gareth Roberts Memorial Lecture currently held biennially.

**THE SCIENCE COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR TO 31ST DECEMBER 2014**



**12. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	2014	2014	2014	2013	2013	2013
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
Fund balances at 31st December are represented by:						
Fixed assets	6,443	-	6,443	11,834	-	11,834
Current assets	313,080	79,583	392,663	302,832	12,000	314,832
Creditors (Amounts falling due within one year)	( 46,603)	-	(46,603)	(55,565)	-	(55,565)
<b>Total</b>	<b>272,920</b>	<b>79,583</b>	<b>352,503</b>	<b>259,101</b>	<b>12,000</b>	<b>271,101</b>

**13. LEASE COMMITMENT**

At 31 December 2014 the charity had annual commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2014	2013
	£	£
Between 1-2 years	<u>33,600</u>	<u>33,600</u>