



Science Council Annual Report and Financial Statements

For the year ended 31st December 2019

Registered Charity no. 1131661



Contents

Page Title	Page Number
<u>Reference and administrative details</u>	2
<u>Chair's report</u>	3-4
<u>Chief Executive's report</u>	5-6
Board of Trustees' Annual Report	
<u>Structure, governance and management</u>	7-16
<u>Achievements, performance and plans for future periods</u>	17-32
<u>Financial review</u>	33-35
<u>Statement of Trustees' responsibilities</u>	36
<u>Independent auditor's report</u>	37-39
<u>Statement of financial activities</u>	40
<u>Balance sheet</u>	41
<u>Statement of cash flows</u>	42
<u>Notes to the financial statements</u>	43-54



Reference and administrative details

Registered Office Fora Space, 71 Central Street, London, EC1V 8AB

Charity number 1131661

Bankers HSBC
39 Tottenham Court Road
London
W1T 2AR

Accountants Excluserv Limited
1 Fore Street Avenue
London
EC2Y 9DT

Legal advisers Bates Wells Braithwaite
10 Queen Street Place
London
EC4R 1BE

Auditors Kreston Reeves LLP
37 St Margaret's Street
Canterbury
Kent
CT1 2TU

Website www.sciencecouncil.org



Chair's report

Welcome to the Science Council's Annual Report 2019. As I write this, the government has announced sweeping measures to manage the impact of COVID-19. There is no doubt that the impact will be significant and long-lasting.

In a time when it seems that evidence and scientific expertise have not always been used to inform public policy, it is encouraging that the UK government has stated that its strategy to minimise the spread is being informed by the science. The world is now looking to the international scientific community to rise to the challenge that has been presented to us. Looking forward, the Board of Trustees will be considering the impact on the Science Council, our members, and registrants over the coming weeks and months.

On a more positive note, 2019 was a busy year for us as we moved into the second year of our new strategy.

Delivering value for membership

One of the Science Council's unique traits is that it is a pan-science organisation; a broad church for professional bodies across the sciences, mathematics and engineering. To ensure that we maintain our distinctiveness, we spent considerable time over the year listening to members to better understand the value that organisations derive from membership of the Science Council, and what we can do to enhance the membership offer. This work culminated in the adoption of a strong value proposition that clearly articulates the unique benefit and value that members receive from Science Council membership. The value proposition will provide the foundation for future activity, champion the profession and professional standards, and facilitate the recognition and professional development of registrants.

A significant part of the value proposition that we intend to work on with our members over the next few years is to increase the profile and prestige of technical education. I am extremely pleased that the Gatsby Charitable Foundation will continue to support us in this endeavour through further grant funding to develop and enhance routes for the technician workforce. I am confident that, in partnership with our members, the Science Council can continue to make a compelling case to the technical workforce for professional registration over the coming years.

Ensuring financial sustainability

The Science Council's long-term financial sustainability is an issue that the Board has been debating for some time. So, in conjunction with our work to develop a new value proposition, we undertook a review of our membership fee model. From the start of the process, the Board was keen to stress its commitment to a fair, open and transparent membership model. The Board has, of course, been mindful of the impact that any change to the membership model could have on members and the Science Council's long-term sustainability. With that in mind, the Board agreed that there is no strong case to change the membership





model, but it is beholden on us to ensure that members continue to derive value from membership. I and my fellow trustees believe that members recognise the inherent value in membership and the need for the Science Council to have a funding model that can support core business functions to deliver activities in service of the strategy that members have signed up to.

Welcoming new faces

In February the Board appointed Helen Gordon as Chief Executive. Helen has great experience of running professional membership organisations, which stands the Science Council in good stead as she leads the organisation in the delivery of its strategy. We also welcomed two new trustees to the Board: Dr David Boyce and Rachel Lambert-Forsyth. Owing to other commitments, Dr Boyce stood down from the Board in April this year. I would like to thank him, along with Dr Adam Law and Dr Chris Westcott who both retired from the Board in 2019 for their service and commitment.

Looking to the future

The Science Council aims to be a pan-science membership organisation, and to that end we will continue to deliver on the value proposition and professional registration and broaden our appeal to the professional body community. We are ambitious to broaden our appeal further, such that we can attract a wide range of professional bodies into membership. Having spoken to many members over the course of the year, I am confident that there is strong support for the direction of travel that the Board has set for the Science Council.

Thank you

As always, and on behalf of my fellow trustees, I would like to thank all our members and volunteers for their continued support of the Science Council and the Gatsby Charitable Foundation for its generous support over the past year. I look forward to working with them over the next year to help deliver our new strategy. I would like to personally thank my fellow trustees for their ongoing support to me and their commitment to the Science Council.

Finally, I would like to thank staff for their hard work and commitment over the past year. With their continued dedication and professionalism, the Science Council should be greatly optimistic about its future.

Dr Helen Pain, Chair of the Board



Chief Executive's report

It has been a privilege to lead the Science Council since February 2019 through a year of transition and refocus on the needs of our members and registrants. Our activities have been guided by three areas of core purpose set out in our strategy, namely:

- Registers and Licenses
- Community and Membership
- Policy and Influence

As well as continuing our vital work to manage and develop the registers and support Licensed Bodies, work started in earnest to develop further the relationship between Science Council and its members to explore the potential for sharing more across our community, and to look to the potential to work together on areas of mutual interest. Thank you to our members, all of whom have brought energy and commitment to these discussions. This work will continue to develop through 2020 with a focus on a collective desire to support and advocate for the science workforce. We will continue to bring our values to life in what we do, acting in a way that is inclusive, positive and collaborative and being informed by our members and registrants.

A priority expectation of members was for the Science Council to test its model of operation and to consider its value proposition. This work was completed in 2019 with continuity of the model being adopted and value proposition clarified.

As well as these broad strategic themes being addressed, much work has been done to become operationally more efficient, with major projects including the better use of our Customer Relationship Management IT system, a major data quality exercise with our members, and a refresh of the Common Application Process online programme.

We're delighted to be working closely with the Gatsby Foundation which has provided continued support for the Technician Commitment which now has 94 signatories and is looking to consider a sustainable model over the next few years.

I was also delighted that the Science Council secured further funding from the Gatsby Foundation, for up to a four-year period, to support a programme of activity engaging our Members in developing support for those considering, or on, technical career pathways and also to contribute to setting the national agenda on technical career pathways and apprenticeships. This project started in January 2020.

As I write this we are well into spring 2020 and adapting our approach in response to the growing impact of COVID-19. Activity continues, however, in order to support our members, albeit progressively more online. Increasingly we aim to improve our agility to respond actively to the changing world around us and to members' needs. Good progress is being made with our update of standards and work continues to develop activity across our membership and the broader science community to deliver collective value. We continue to promote the science profession and the value of registration in assuring quality and supporting professional development. We are increasingly building our degree of influence through advocacy for the





science workforce and our ability to convene expertise across our network of members and other organisations we work with.

I would like to thank members, registrants, trustees, our staff, committee members and the many volunteers that work so energetically to support our work and contribution to society.

Helen Gordon, Chief Executive



Trustees' Annual Report

The Board of Trustees presents its annual report and the audited financial statements for the year ending 31st December 2019.

Structure, governance and management

Our Purpose

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 Science Council's charitable purpose as stated in its Royal Charter is to promote the advancement and dissemination of knowledge of and education in science, pure and applied, for the public benefit. To fulfil this purpose, the Science Council advances professionalism in science through the professional registration of scientists and science technicians who meet a high professional standard and competence, and follow an established code of conduct, and provides a forum to connect members for discussion and information exchange. This supports our members in furthering their own commitment to advance science for the public's benefit.

The President

The President represents the Science Council and leads in key strategic areas of professional registration, influencing science policy, strengthening and supporting science education and the numbers who are engaged in and appreciate science, and ensuring that the Science Council continues to grow both in size and influence. The President is elected by Member Bodies for an initial four-year term and is eligible for election for one further consecutive term of up to four years. Professor Sir Keith Burnett FRS was elected Science Council President in December 2016.

The Board of Trustees

The Board is collectively responsible for the long-term success of the Science Council, and in partnership with its constituent members it sets the charity's values, standards, aims and objectives and oversee their delivery in line with the Objects of the Royal Charter. The Board is responsible for ensuring that the organisation functions within the legal, regulatory and financial requirements of a registered charity, but delegates close scrutiny of its governance policies and activities to the relevant subcommittees.

Trustees are not remunerated for their role. Each trustee submits a Register of Interest form on appointment and submits an updated form annually and declares any potential conflicts of interest at each Board meeting. The Code of Conduct for Trustees sets out the most common types of conflict and how the Board manages any direct or indirect financial and non-financial conflicts. The Board met four times during 2019 and discussed a number of issues, focusing primarily on: the charity's value proposition; its financial sustainability and membership model; and the key risks facing the charity.

The Chairs of the Finance, Audit and Risk Committee and the Registration Authority are not trustees but attend Board Meetings.



Membership

Chair

Dr Helen Pain CSci CChem FRSC (*appointed September 2018*)

Continuing Members

Adam Donnan (*elected June 2017*)

Jonathan Gorvin (*elected June 2017*)

Professor Patrick Kniveton (*elected June 2017*)

Dr Pantea Lotfian (*elected June 2017*)

Simon Toms (*elected June 2017*)

Ruth Kaufman (*elected September 2018*)

Mark Finnie (*elected September 2018*)

Dr Arthur Nicholas (*elected September 2018*)

Joan Ward (*elected September 2018*)

New Members

Dr David Boyce (*elected June 2019*)

Rachel Lambert-Forsyth (*elected June 2019*)

Departures

Dr Christopher Westcott (*retired May 2019*)

Dr Adam Law (*retired June 2019*)

Dr David Boyce (*retired April 2020*)

Trustee recruitment

Trustees are nominated for election by members and by applications from open recruitment. The Nominations Committee ensures that the process for the recruitment of trustees is open, transparent and follows the procedures set out in the Bylaws and Regulations. It also leads on the process to identify nominees and potential appointments and co-options to fill skills gaps. At any one time the Board may have a maximum of twelve Elected Trustees and three Appointed Trustees. Appointed Trustees are appointed by the Board if it considers that there is a need for additional skills and expertise. They serve for a term of one year, which can be renewed annually up to three consecutive terms. The Board can also co-opt members to fill up to two Elected Trustee vacancies that may arise between General Meetings.

Trustees are elected by members to serve in their capacity as individuals, not as representatives of organisations, interest groups or sectors. Elected Trustees normally serve a four-year term, with one quarter of elected Trustees retiring each year. The Chair of the Board is a trustee and is appointed by the Board of Trustees. At the end of 2019, as well as the Chair of the Board, there were eleven Elected Trustees.

Board Diversity

The Science Council Board has long championed the benefits of diversity on decision-making and seeks to have a diverse range of individuals on its Board and committees in terms of protected characteristics and in terms of diversity of background and experience. The Board is currently 45% female. To identify the skills and knowledge it needs and inform future recruitment, the Board conducts an annual skills audit.

Trustee induction and training

All new trustees are expected to participate in trustee induction sessions; all current trustees have completed an induction session. Throughout the year, trustees are encouraged to attend subcommittee



meetings, undertake training, and attend conferences and events to equip them with the knowledge needed to discharge their duties.

Charity Governance Code

The Charity Governance Code is designed as a tool to support continuous improvement. Over the course of 2020, the Board of Trustees will review its performance against the Code's principles to ensure the highest standards of governance are maintained.

Board Effectiveness

The Board is committed to assessing its performance in order to identify its strengths and areas in which improvements are needed. To that end, the Board conducted a performance appraisal exercise in 2019. Broadly, trustees had a positive view of how the Board is functioning, and highlighted some opportunities to develop trustees' collective knowledge and skills over the course of 2020.

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.



Sub-committees of the Board

Finance, Audit and Risk Committee

The Board is advised on matters relating to the adequacy and effectiveness of the Science Council's arrangements for accountability, risk management, control and governance by the Finance, Audit and Risk Committee (FAR). The Committee is chaired by independent Chair, Nick Whitaker. Membership comprises of trustees (who are considered independent members if they are neither an employee nor member of a Science Council member organisation) and non-trustee independent members. Non-trustee independent members must have recent, relevant financial, accounting or risk management expertise. The Chair and members of the Committee are appointed by the Board for an initial three-year term. The Honorary Treasurer is a trustee and an ex-officio member of the Committee. Dr Chris Westcott was appointed to the Committee as an independent member following his retirement from the Board in May 2019.

The Committee held four meetings during 2019 and has undertaken each of its principal responsibilities, carrying out a number of reviews and receiving relevant reports from the external auditors, external accountants and management. The Committee reports on its work to trustees at every Board meeting. The Committee is responsible for overseeing the Science Council's relationship with its external auditor and annually reviewing its role and performance. The Board has full responsibility for the Science Council's system of internal control; however oversight for this is delegated by the Board to the FAR.

Membership

Chair

Nick Whitaker (*reappointed June 2018*)

Continuing Members

Professor Patrick Kniveton (*appointed June 2017*)

Dr Ray Kemp (*appointed Sept 2017*)

Dr Chris Westcott (*appointed May 2019*)

Ian Bong (*appointed Nov 2018*)

New Members

Mark Finnie (*appointed July 2019*)

Ruth Kaufman (*appointed September 2019*)

Departures

Punit Ghumra (*retired January 2019*)

Dr Adam Law (*retired June 2019*)

Nominations Committee

The Nominations Committee ensures that the Science Council has formal, rigorous and transparent procedures for Board appointments. Membership comprises of trustees appointed by the Board, chaired by Simon Toms. The Committee held three meetings during 2019. Its work over the year included overseeing the recruitment process for the Chair of the Registration Authority, developing succession plans for the President of the Science Council, and a review of the Bylaws.



Membership

Chair

Simon Toms (*appointed Dec 2018*)

Members

Dr Pantea Lotfian (*appointed Dec 2018*)

Professor Patrick Kniveton (*appointed Dec 2018*)

Rachel Lambert-Forsyth (*appointed February 2020*)

Registration Authority

The Board is advised on matters relating to the professional registers by the Registration Authority (RA). It is responsible for upholding the standards of the professional registers, ensuring that all scientists and science technicians meet high professional standards. The Committee is chaired by Dr Hilary Jeffreys, who, following a formal recruitment process, was appointed by the Board to succeed Dr Colin Grant in May. Prior to becoming Chair, Dr Jeffreys served as a member of the Committee. Membership comprises of employees and volunteers from Licensed Bodies. The Chair and members of the Committee are appointed by the Board and serve for terms of four years and three years respectively. Representatives from the Engineering Council and the Society for the Environment attend as observers. Individuals from other Licensed Bodies attend meetings as invited attendees; the aim of which is to improve Licensed Body engagement with the Science Council.

In 2019 the Registration Authority met five times. Its activities over the year included approving 8 license renewals; reviewing and updating the existing license documentation; and reviewing the processes and systems to enhance applicants' and registrants' experience of the Science Council. To ensure the accuracy of the register, and, in line with data protection legislation, a pilot scheme was launched with five Licensed Bodies to trial the use of a new unique registrant ID number. At the time of writing the pilot scheme has concluded.

Membership

Chair

Dr Hilary Jeffreys CSci (*appointed May 2019*)

Continuing Members

Kevin Bown CSci (*appointed July 2015*)

Dr Peter Barrett CSci (*appointed Dec 2018*)

Dr Jason Owen CSci (*appointed Dec 2018*)

Corinne Stevenson (*appointed May 2017*)

Dr Glynn Skerratt CSci (*appointed July 2018*)

Professor Neville Punchard CBIol (*appointed July 2018*)

Jocelyn Price CSci (*appointed July 2018*)

Dr Samantha Cooper CBIol (*appointed December 2018*)

Joan Ward (*appointed October 2018*)

Departures

Dr Colin Grant CSci (*retired May 2019*)



Sub-committee of the Registration Authority

Registration Assessment Committee

Reporting to the RA, the Registration Assessment Committee (RAC) advises on matters relating to quality assurance for the assessment of applications that come through the online application process (CAP), and on the training and development for assessors, trainers and applicant supporters to ensure consistency of standards across the Science Council's registers. To ensure that the RAC has expertise across all science disciplines and registers, the RA began the process of recruiting additional members to the Committee. At the close of the application process and following interviews, the RA appointed Matthew Wood, Dr Steven Hale and Lee Shunburne to the RAC.

In 2019, the RAC met four times. Areas of work covered over the year included, but were not limited to, volunteer and assessor recruitment and training requirements for each of the different registers; developing an appeals and complaints procedure for applicants coming through the CAP; and guidance to assessors around plagiarism of competence reports.

Membership

Chair

Kevin Bown CSci (*reappointed August 2018*)

Continuing Members

Dawn Alderson CSci (vice-chair) (*reappointed August 2018*)

Alan Harper CSci (*reappointed September 2018*)

Nick Hubbard CChem (*reappointed July 2018*)

Claire Pollard CSci (*reappointed August 2018*)

Ann West CSci (*reappointed August 2018*)

Adam Workman CSci (*reappointed September 2018*)

New members

Matthew Wood RSci (*appointed November 2019*)

Dr Steven Hale CSci (*appointed November 2019*)

Lee Shunburne CSci (*appointed November 2019*)



Management

Office location

The Science Council is located at Fora Space, 71 Central Street, London, EC1V 8AB.

Science Council staff at year-end

Brian Wagenbach	Member Engagement Manager
Charlie Cantwell	Marketing and Communications Officer
Hayley McNeil	Senior Registration Officer
Helen Gordon	Chief Executive
Jane Banks	External Relationships Manager
Kelly Vere	Higher Education Engagement Manager
Mary Murray	Registration and Licensing Team Administrator
Oliver O'Hanlon	Governance Manager
Richard Prescod	Corporate Services Manager
Tanya Vina	Registration and Licensing Manager

As part of the work being supported by the Gatsby Charitable Foundation grant, Kelly Vere, Director of Technical Skills and Strategy at the University of Nottingham, continues to be seconded from the University of Nottingham as Higher Education Engagement Manager, working to encourage higher education and research institutions to grow the community of Technicians Commitment Signatories and Science Council Employer Champions.

In September, Marketing and Communications Officer, Briony Latter left to take up a PhD at Cardiff University. Following a formal recruitment process, Charlie Cantwell was appointed as the new Marketing and Communications Officer.

In January 2020, Richard Holliday was appointed as Head of Technical Pathway Development on secondment from the Royal Society of Chemistry, to lead on the Gatsby-funded project seeking to enhance technical routes into the sciences by further integrating professional registration standards into apprenticeships, T Levels and higher technical qualifications.

The Science Council also works closely with a number of outsourced staffing functions. Human resources, IT and finance are all provided by specialist companies which support the organisation to reach its objectives.

Appraisal and remuneration

Employees' performance is appraised annually, and executive pay is reviewed annually. Increases are normally linked to inflation. In setting executive pay, the Board benchmarks against similar bodies including



member organisations. This process recognises that, while the Science Council itself is a small organisation, its role as a membership body creates additional skill demands.

Science Council volunteers at year-end

The Science Council draws on the support of volunteers for its committees, licensing and registration activities, and events; many individuals have given their support in this way during 2019 for which we are most grateful. In addition to trustees and committee members, there are two volunteer programmes managed by the Science Council: Registration Assessors and License Reviewers. Assessors are skilled professionals who give their time and experience to assess applications for professional registration through the Common Application Process. They are recruited through an open application process and undergo induction and training before becoming Assessors. License Reviewers are staff and volunteers of Licensed Bodies with expertise in the operation of the Science Council's licenses; they are trained to act as peer reviewers, helping to carry out the license review process under the guidance of the Registration Authority. The Registration Authority ensures that License Reviewers do not review licenses of any Licensed Body of which they are an employee or member.

Member Bodies of the Council

Full Council and General Meetings

The Board of Trustees is answerable to the Council of Member Bodies. Member Bodies elect the President and Elected Trustees; receive and consider the Annual Report and Financial Accounts; appoint and determine the remuneration of the auditors; approve applications for membership; approve amendments to the Bylaws and Charter; and approve amendments to the rates of subscriptions and fees. Members met as the full Council three times during the year including the Annual General Meeting in June. All members are entitled to send two representatives to General Meetings.

Membership fee

Member Bodies pay an annual subscription to the Science Council. The subscription rate in 2019 was £0.81 (2018: £0.81) per qualifying individual member. The maximum subscription is capped at 30,000 qualifying individual members. The minimum subscription is £750, which is charged if a member has fewer than 943 qualifying members. Over the course of 2019, the Science Council reviewed its membership model and fee structure. Following consultation with members, and balancing their desire for value for money while ensuring a sustainable funding model, the Board agreed to maintain the current membership model.



Membership criteria

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;
- the Organisation operates a Code of Professional Conduct and disciplinary procedures;
- the Organisation recognises its responsibility to advance and extend the body of learning on which the profession is based;
- 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; and
- the Organisation must have at least one membership category that is based on standards of competence as attested by an appropriate qualification and relevant professional practice, or relevant professional practice; or
- if the Organisation does not have strict entry standards for at least one category of its members it has agreed with the Board that it is working towards the introduction of such an entry standard;
- the Organisation has evidenced a commitment to promoting equality, diversity and inclusion throughout its community, and to challenging prejudice and discrimination, by signing the Science Council's Declaration on Diversity, Equality and Inclusion.



At the end of 2019 the total number of Member Bodies was 35.



**The Association for
Clinical Biochemistry &
Laboratory Medicine**

Better Science, Better Testing, Better Care



**The Association
for Science Education**
Promoting Excellence in Science Teaching and Learning



**BIOCHEMICAL
SOCIETY**



ASPiH
 ASSOCIATION FOR SIMULATED
 PRACTICE IN HEALTHCARE



**The British
Psychological Society**
Promoting excellence in psychology



BASES
 The British Association of
 Sport and Exercise Sciences



**The COLLEGE
of PODIATRY**

CIWEM



**Institute of
Animal Technology**



**The
Geological
Society**



**Institute of
mathematics**
 & its applications



**The Institute of Materials,
Minerals and Mining**



Institute of Physics



IPEM
 Institute of Physics and
 Engineering in Medicine

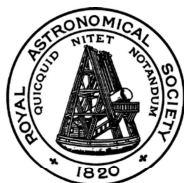


**The Institute
of Science
& Technology**

**Institute
of Water**



**ADVANCING
CHEMICAL
ENGINEERING
WORLDWIDE**



**THE
OPERATIONAL
RESEARCH
SOCIETY**



**Royal Society of
Biology**



**ROYAL
STATISTICAL
SOCIETY**

DATA | EVIDENCE | DECISIONS



**ROYAL SOCIETY
OF CHEMISTRY**



Royal Meteorological Society



**society of dyers
and colourists**





Achievements, performance and plans for future periods

Strategy 2019-2022

Registers and Licenses

The Science Council acts as guardian of the registration standards, managing the registers on behalf of members and licensing them to award professional registration. In order to promote high standards of professionalism across all areas of science, the Science Council works with members to make the registers available as widely as possible.

Our goals are to administer the professional registers in a manner in keeping with the culture of peer-review, maintaining standards and supporting accessibility, and to promote the value of professional registration and grow the number of registrants, with a particular focus on technicians and increasing awareness of professional registration options for technicians.

Community and Membership

The Science Council's strength comes from its broad membership across disciplines and professions and an ability to be multi- and inter-disciplinary in its approach. We take an inclusive approach to membership and welcome all qualifying organisations committed to high professional standards in science.

Our goal is to support the collective work of members for the benefit of science and the profession.

Policy and Influence

Collectively the Science Council's members connect to a broad community of scientists, technicians, science teachers, students and trainees. Many member bodies actively engage with policy makers, lending their expertise to maximise the value of science to society. The Science Council can coordinate, showcase and amplify these voices to increase impact.

Our goal is to maximise the influence of all members and create an inclusive and professional culture in science.

Our values and guiding principles

The Science Council aims to meet the highest standards in all that it does. Our values and guiding principles define how the Science Council engages with its employees, volunteers, members, registrants, the wider science community and society in general. The Science Council operates with four key values and guiding principles in mind.

- We will be **Inclusive** of all disciplines of science and all types of scientist and science technician through our Members.
- We will be **Informed** by evidence and research and by our Members and Registrants.



- At all times, we will be **Positive** and balanced in our promotion of the contribution of scientists and science technicians, to society and of our members, our registrants and the science workforce as a whole.
- We will be **Collaborative** in our approach to debate and discussion and in our attitude to conversation in general.

Statement on Public Benefit

The Board of Trustees is mindful of its responsibility to ensure that the Science Council, as a charity, acts for the benefit of the public. The Science Council provides [public benefit](#)¹ as a charity by advancing science and science education, and advancing equality, diversity and inclusion in science. Trustees always ensure that the activities undertaken by the Science Council are in line with its charitable objectives and believe that they have complied with their duty in accordance with the UK Charities Act 2011 to follow the Charity Commission's guidance on the operation of this public benefit.

¹ <https://sciencecouncil.org/about-us/strategy/public-benefit/>



Registers and licensing



Licensing

Licensing and professional registration are central to the Science Council's aim of advancing professionalism in science. By bringing together professional bodies, the Science Council connects the science community, creating opportunities to share learning around registration and professional development, encouraging a culture of professionalism, and promoting the value of continuing professional development.

The Science Council grants licenses to professional bodies within its membership to admit their own individual members to the professional registers. Eight license reviews across the four registers were conducted in 2019. Following the membership resignation by the Energy Institute and BCS, The Chartered Institute for IT, there were 29 Licensed Bodies at the end of the year. In 2019 the license fee remained at £2,500 for one license, £3,500 for two or three licenses, and £4,500 for four licenses.

Licensed Body

	RSci Tech	RSci	CSci	CSciTeach
Association for Clinical Biochemistry and Laboratory Medicine			✓	
Association for Science Education	✓	✓		✓
Association of Neurophysiological Scientists			✓	
BCS, The Chartered Institute for IT (left membership March 2019)			✓	
British Association of Sport and Exercise Sciences (RSci license withdrawn January 2019)		✓	✓	



British Psychological Society	✓	✓	✓	
British Society of Soil Science			✓	
Chartered Institution of Water and Environmental Management			✓	
College of Podiatry			✓	
Energy Institute (left membership February 2019)			✓	
Geological Society			✓	
Institute of Biomedical Science	✓	✓	✓	
Institute of Corrosion			✓	
Institute of Food Science and Technology	✓	✓	✓	
Institute of Marine Engineering, Science and Technology			✓	
Institute of Materials, Minerals and Mining	✓	✓	✓	
Institute of Mathematics and its Applications			✓	
Institute of Physics	✓	✓		
Institute of Physics and Engineering in Medicine	✓	✓	✓	
Institute of Science and Technology	✓	✓	✓	
Institute of Water	✓	✓	✓	
Institution of Chemical Engineers	✓	✓	✓	
Institution of Environmental Sciences			✓	
Nuclear Institute			✓	
Operational Research Society		✓	✓	
Royal Society of Biology	✓	✓	✓	✓
Royal Society of Chemistry	✓	✓	✓	✓
Royal Statistical Society (left membership April 2020)			✓	
The Organisation for Professionals in Regulatory Affairs		✓	✓	

Developing new license models

Building on findings of the 2018 task and finish groups, the Registration Authority oversaw the start of the License Lite pilot. License Lite is aimed at smaller organisations that do not yet have the infrastructure to administer their own license, but provide them with the ability to offer their members professional registration. Through support from the Science Council, organisations will develop their internal infrastructure and progress to a full license. The pilot is being conducted with the Association for Simulated



Practice in Healthcare and Association of Anatomical Pathology Technology and will end in November 2020.

New License Documentation: The Evidence Framework

At the beginning of 2019, the Registration Authority recommenced its review of the Evidence Framework which had been held in abeyance since mid-2018. The Evidence Framework will form the basis of the new license documentation to help support Licensed Bodies maintain best practice in the administration of their licenses. The Board approved the Framework in February 2020 and work will continue in 2020 to develop a host of guidance documentation for Licensed Bodies.

Growing the registers

“The CSci award and my subsequent upkeep of my CPD makes me feel involved and part of the Science Council's work.

Being professionally registered has been invaluable throughout the various positions I have held throughout my career, as has the opportunity to champion the merits of professional registration to others.”

Christian Bryant, CSci
Director at SPECIFIC, Swansea University



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's standards for CPD (Continuing Professional Development), with Licensed Bodies auditing at least 2.5% of their registrants CPD records.

The primary channel for promoting the Science Council's registers is through our Licensed Bodies. Complementing this, the Common Application Process helps the Science Council to promote registration directly to individual scientists and science technicians working in the UK. This enables applicants to apply for professional body membership and registration concurrently with one of our Licensed Bodies.

Registrant numbers at Year End 2019

Chartered Scientist (CSci)	9,435
Chartered Science Teacher (CSciTeach)	239
Registered Scientist (RSci)	950
Registered Science Technician (RSciTech)	533



Total registrant numbers at year-end was 11,157 down from 12,742 at 2018 year-end. The fall in numbers on the register can, in part, be attributed a large data reconciliation exercise that took place in the summer of 2019. This project included reconciling registrant data held by Licensed Bodies to ensure that it matched the data held by the Science Council. As a result of the project, the Science Council has introduced a unique reference number for each registrant to mitigate registrant data duplication and reduce the amount of data the Science Council collects on registrants.

Reviewing the Common Application Process

Building on the findings of the task and finish group in 2018, a review was conducted in 2019 of the Common Application Process to enhance the user experience. This resulted in the Science Council upgrading to a new online application system, which was successfully launched in November 2019.

Review of the Professional Standards

At the end of 2019, the Registration Authority launched a review of the professional registers' standards, the aim of which is to ensure that they remain rigorous and relevant. This work will continue over the course of 2020, with the aim of introducing new standards from January 2021.

Accreditation and apprenticeships

In 2019, the Science Council co-launched a pilot with the Royal Society of Chemistry to accredit training providers' delivery of apprenticeships that accredit RSci and RSciTech. The Science Council will be supporting the RSC's delivery of accreditation, but will not be undertaking any direct role in the accreditation process. The pilot will continue throughout 2020.

CPD Learning Group

Formed in 2009, the CPD Learning Group brings together representatives from Licensed Bodies to develop and share good practice among Licensed Bodies in the monitoring and support of registrants' CPD. The Learning Group is chaired by Dr Samantha Cooper CBiol.

CPD Awards

This year also marked the fifth year of the CPD Awards. To celebrate this occasion and elevate the profile of the awards, it was given its own sub-brand and a photographer was commissioned for the ceremony for the first time since the awards started. We heavily promoted the awards, with assistance from a number of Licensed Bodies, leading to our highest amount of nominations ever. Nominations for this year's Awards increased by 83% from 2018, including a 120% increase in self-nominations. Marketing and communications of the Awards reached over 56,000 social media accounts throughout the nomination and promotion process.

The Awards are designed to celebrate the continuing professional development (CPD) efforts and achievements of registrants from across the registers and offer them recognition for their broad and diverse range of professional activities. A full list of winners can be found on [our website²](https://sciencecouncil.org/cpd-awards-winners-2019/).

² <https://sciencecouncil.org/cpd-awards-winners-2019/>



Professional Registration Workshops

Following the successful launch of a professional registration workshop programme last year a further 17 Professional Registration workshops were delivered in 2019 with 197 delegates. We welcomed a new Applicant Support Mentor facilitator, Laurence Dawkins Hall CSci, bringing our pool of facilitators to three, alongside Rob Butler CSciTeach and Stephen Franey CSci.

Enhancing Technical Pathways

The Science Council secured £1.8m of grant funding over a four-year period from the Gatsby Charitable Foundation to grow the level of engagement with all stakeholders in the technical pathways for science apprenticeships and the new T-Levels. The project will focus on increasing the profile and prestige of technical education and the integration of the technical registers into technical pathways, and focus on developing activity across employers, training providers and professional bodies to ensure self-sustainability: apprenticeships; T-Levels and higher technical qualifications; supporting individual technicians; and supporting employers.

The project, starting in January 2020, will be managed by Richard Holliday, Head of Technical Pathway Development and overseen by a steering group, which will be chaired by Science Council trustee Adam Donnan. Membership of the group will be representative of the sector, with a direct reporting line to the Science Council Board to ensure appropriate oversight.

The Employer Champions programme

The Science Council's Employer Champion programme provides a package of support for employers that have made the commitment to support their scientific staff to become professionally registered. As part of the commitment Employer Champions agree to a range of actions to champion the value of professional registration within science employers. In 2019, 4 organisations gained Employer Champion status; The Francis Crick Institute, SUEZ, Thames Water, and the University of Cardiff.

"I am incredibly proud of the first professional registration cohort's success and I was honoured to receive the Employer Champion award on behalf of the Crick for supporting the registration process. The Crick is committed to ensuring that our technical staff receive the recognition they deserve. Supporting them to become professionally registered through workshops and assistance with the application procedure is an important aspect of this."

Dr David Hudson
Science Training Lead, Francis Crick Institute





"Our scientists play a vital role in making sure the water we send to our customers' taps is world-class so it's important they have the opportunity to develop their skills and being an Employer Champion means we can better support them to do that. Many people wouldn't instantly think of a water company employing scientists, but science underpins nearly all our activities and it's vitally important when it comes to protecting the safety of our customers and the environment."

Andy Dunn
Chief Scientist, Thames Water



At the end of 2019 there were 25 Employer Champions.





The Technician Commitment

Launched in 2017, the Technician Commitment is a university and research institution initiative, led by a steering group of sector bodies, with support from the Science Council and the Gatsby Charitable Foundation. The Commitment identifies four key areas to improve and safeguard vital technical skills in higher education and research: visibility, recognition, career development and sustainability for technicians working in higher education and research, across all disciplines. A year on from signing up to the Commitment, signatories are required to complete a self-assessment exercise and submit a two-year action plan to the Technician Commitment Steering Board. A [list of signatories](#) can be found on the Technician Commitment website.

Since its inception 89 institutions - representing the majority of UK universities and a number of world-leading institutions - have pledged to transform how they support their technical staff. The Technician Commitment has also:

- Unlocked investment into the technical community in the region of several £M from signatory institutions with many providing new financial and in-kind support to develop and deliver TC-related activities.
- Triggered cultural change at higher education and research institutions across the entire UK.
- Enabled £5.5M of leveraged external funding to support the higher education and research technical community through other sources/grants.
- Established partnerships and engaged a range of supporting learned societies and professional bodies to raise the profile of, engage and support the technical community.

Technician Commitment Steering Group

The Technician Commitment has a very engaged and active Steering Group with representatives from:

Advance HE	Office for Students
BCS, The Chartered Institute for IT	Science Council
Careers Research & Advisory Centre Ltd (CRAC)	UK Research and Innovation (UKRI)
Engineering Council	Universities and Colleges Employers Association (UCEA)
Gatsby Charitable Foundation	University of Nottingham
King's College London	Wellcome Trust
Medical Research Council (MRC)	

The Science Council would like to thank the Gatsby Charitable Foundation for its support.

Technicians & Student Mental Health

Launched in June 2019 '*Technicians: Providing frontline and vital support for student mental health and wellbeing*', was informed by over 700 members of the technical community, across 49 HEIs. The [report](#) offers a number of recommendations to the sector to ensure that all involved are fully supported and appropriately trained.



The report was developed by a collaborative team from the Technician Commitment, Science Council, Institute of Physics, Royal Society of Biology, Royal Society of Chemistry, University of Liverpool and University of Nottingham.

Plans for the future

Our focus will be on continuing to review and update the professional standards; promote, in collaboration with members, the value of professional registration and grow the number of registrants, with a particular emphasis on technicians; and through the Technician Pathways programme, increase awareness of professional registration options for technicians.



Community and membership



Member engagement

Member Bodies value opportunities to come together to discuss issues of common concern and to share good practice. There have been regular as well as new opportunities for engagement during the year. Trustees met with Chief Executives of Member Bodies throughout the year to discuss strategy, charity performance and governance issues. The Science Council held three General Meetings in 2019. Much of the focus at these meetings was on the value proposition and membership fee model. Complementing these, discussions were also held on how the Science Council and members could continue to champion greater diversity and inclusion across the science workforce.

Our Value Proposition

For Member Bodies

The Science Council promotes science and scientists, and enables the sharing of innovation and best practice, mutual help and support, and the ability to influence more widely as part of a community of profession bodies.

For registrants

Gain a widely recognised cross-disciplinary science registration that supports your personal and professional development, improves your prospects for progression and mobility across established and developing sectors in science.



With renewed clarity about the Science Council's value proposition, the charity is in a much stronger position to communicate the benefits of membership and professional registration to a wider group of stakeholders including potential members and registrants. Members acknowledged the core value inherent in membership, notably:

- Promotion of science and the science workforce;
- Sharing innovation and best practice;
- Brokerage, help and support; and
- The ability to influence more widely as a community of professional bodies.

Key activities in the coming year will focus on promoting and maintaining standards of scientific professionalism, bringing members together for networking collaboration and expert input on key issues and for the Science Council to speak up for the profession and promote science. We expect our member community to begin growing again in 2020.

Diversity, Equality and Inclusion

With the retirement of Rosemary Cook CBE, Paul Hardaker, CEO of the Institute of Physics, became Chair of the Progression Framework Implementation Group and will oversee a new benchmarking exercise in 2020. In the past year, the group organised separate workshops for the two lowest performing areas of Framework:

- Prizes, Awards and Grants
- Education and Training, Course Accreditation and Examinations.

The workshops were well received, providing opportunities for sharing best practices, discussing challenges and planning for change. Workshops for the coming year will include one focused on supporting members who have not yet used the Framework and another on data collection and use.

CEO Forum

The relaunched CEO Forum met three times during 2019 with leaders welcoming the opportunity to discuss major themes including governance, managing risk and the future of work. The forum will continue to meet providing a space for sharing news, ideas and offers, problem solving and shaping the work of the Science Council.

Partnership activities and events

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 Gatsby Charitable Foundation, Engineering Council, Royal Academy of Engineering, Society for the Environment and UKAS, of which the Science Council is a member.

We attended a number of events throughout the year, from small events for technicians to large conferences which we partnered with, where we had the opportunity to promote the role of the Science Council through exhibiting, speaking and delivery of workshops. To support our event activity we reviewed our marketing materials including updating our booklets about professional registration and creating new



environmentally-friendly pens for each of the professional registers. The Science Council exhibited at the trade show Lab Innovations, which took place in October at the NEC in Birmingham. The event received over 3,000 attendees, with many showing great interest in the Employer Champion programme. We were also successful in engaging online in the run-up to the event, gaining strong engagement across social media platforms.

Other events where the Science Council exhibited, spoke or facilitated discussion included Lab Innovations, Codex, S-Lab, the Institute of Water's annual conference, the IST's conference, ASE conference, Research Institute Technician Symposium (RITS), University of Cambridge Technicians Network event, University of Liverpool Technical Managers event, Imperial College Technical Managers networking event, Royal Holloway University, Higher Education Technical Summit (HETS), Kings College London, Imperial College London, MRC Harwell, North Technicians Network, University of Cambridge, University of Plymouth.

The WISE Awards used the Science Council's 10 types of scientist quiz within the WISE portfolio of activity to engage young women in STEM³. The Science Council's '10 types of scientist' quiz was adapted to create 12 types of scientists that young people identify with when thinking about a career in science.

Plans for the future

The Science Council is a broad church, embracing all disciplines and professions across science. We recognise that this is one of our greatest strengths. Over the course of the next 12 months, our focus will be on delivering a suite of activities for members that demonstrate value for membership, and attract organisations into membership that are committed to high professional standards in science.

"Getting CSci is often seen as giving structure to your early career development but what it really gives you is an opportunity to think about and explore what it is you really want to get out of your career – what training and experiences do you need to start moving towards your longer term goals?

This is an invaluable help which is too often overlooked but is of immense benefit. As you progress your career, the need to maintain your skills to keep the CSci status support the desire of every scientist to perpetually deepen their knowledge and expand their skill set – you never know where the next idea you learn about could take you."

Sophie Carr, CSci
Bays Consulting



³ Science, Technology, Engineering and Mathematics



Policy and influence



Following the adoption of a new three-year strategy and appointment of Helen Gordon as Chief Executive, the Science Council increased its policy and influence activities over 2019.

Immigration Policy Advisory Forum

The Science Council has had representation at the Immigration Policy Advisory Forum of Russell Group Universities and Research Institutes. Hosted by UK Research and Innovation (UKRI), the UK Shared Business Services forum meets to look at the ways in which government immigration policy may affect research scientists and technicians coming to the UK in a post-Brexit world.

Level 4/5 Higher Technical Qualification

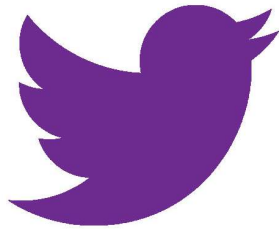
Following the launch of the government consultation into the Level 4/5 Higher Technical Qualification the Science Council worked with our community and the Gatsby Foundation to submit a collective response to the consultation.

Influencing and informing

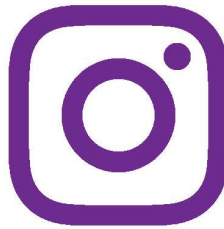
As a membership organisation, our advocacy role goes beyond influencing government policy. Our social media platforms and website give us the opportunity to amplify our members' activities and messages, maximising the impact of all members. 2019 saw an increase in activity across all of our communications channels. A number of internal reports were produced throughout the year to analyse and continue to improve our work in this area. We relaunched our [Instagram](#) account in March to coincide with International Women's Day with new scientists' case studies. Our other social media channels, [Twitter](#) and [LinkedIn](#), performed very well throughout the year and our posts have consistently received a high level of engagement.



As of the end of December 2019, we had:



4,670 Twitter followers

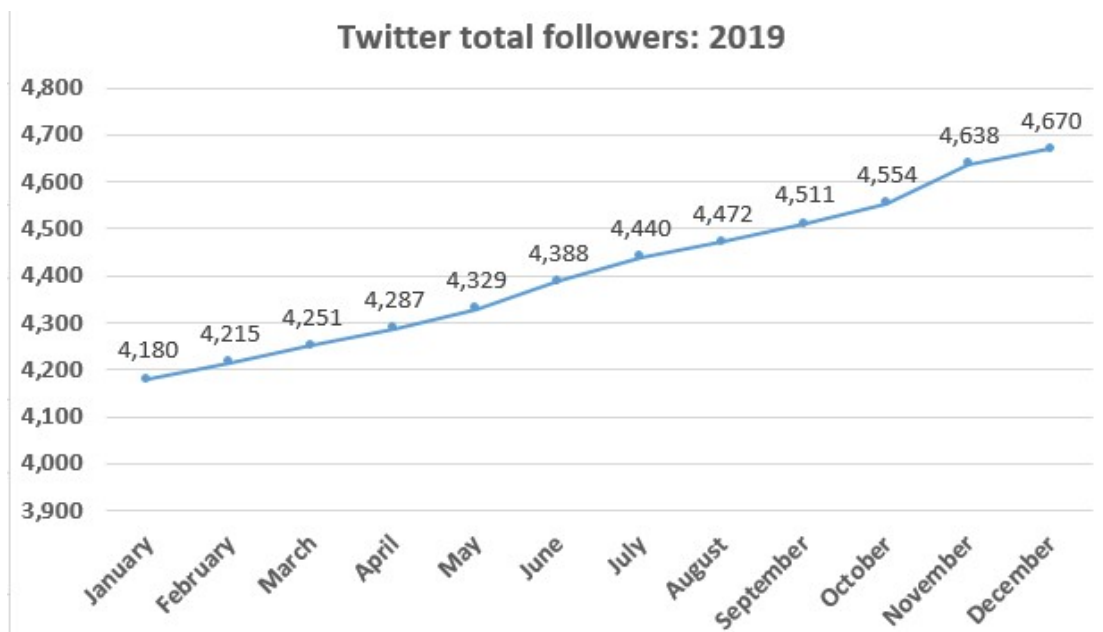


288 Instagram followers



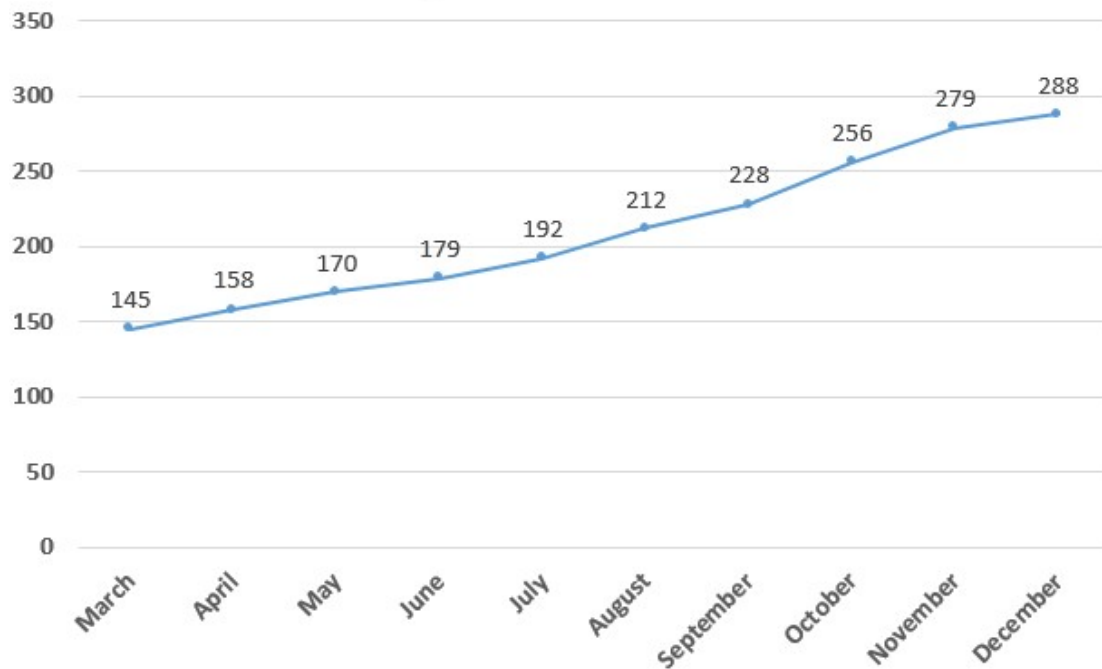
1,642 LinkedIn followers

All three channels have seen a large and consistent increase in followers:

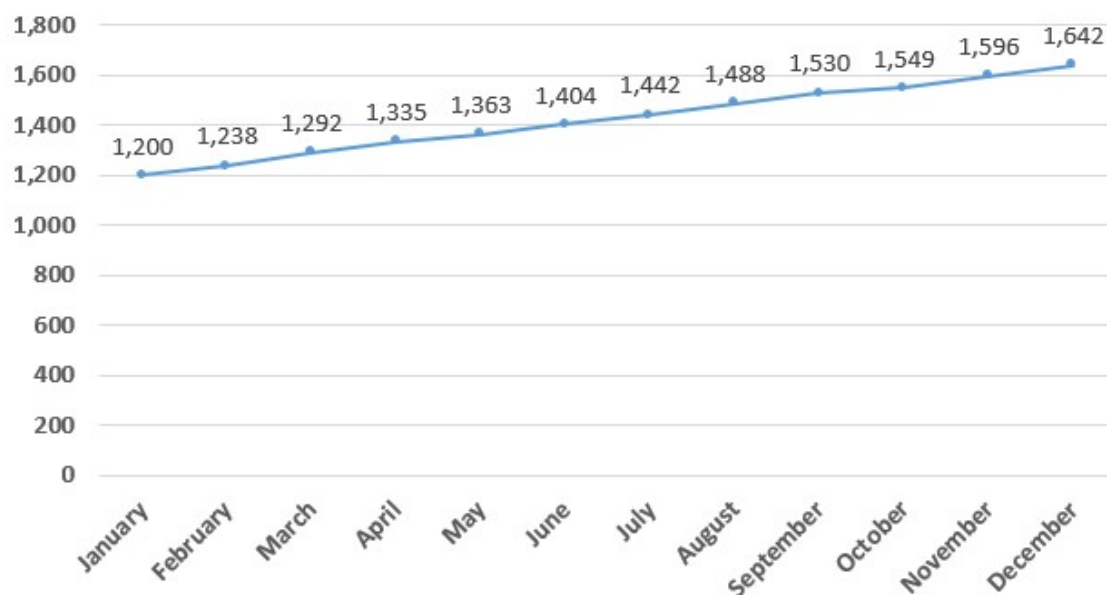




Instagram total followers: 2019



LinkedIn total followers: 2019



Our website and newsletter continue to be important channels for us. Our website has been consistently well visited throughout the year and we posted a range of news articles, blogs and event posts. The highest number of visitors we received to the site was **38,360** in September 2019. As of December 2019, our monthly newsletter has **612** subscribers.



Financial review

Results for the year

Income for the year totalled £795,130 (2018: £1,077,770). After total expenditure of £706,038 (2018: £780,431) the year's activities showed a surplus of £89,092 (2018: surplus £297,339) which, when accumulated with the funds brought forward from previous years, leaves the Science Council with total funds at the year-end of £792,444 (2018: £703,352). This is represented by unrestricted funds of £780,444 (2018: £658,314) and restricted funds of £12,000 (2018: £45,038).⁴

Reserves Policy

The reserves policy was reviewed in April 2019 and the Board agreed to maintain a minimum reserve of £250,000. In setting this level the Board took account of risk to income, and legal and contractual obligations. The Science Council's reserves policy focuses on the level of free reserves, which excludes the net book value of the Council's fixed assets. The Council 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 income from membership, licensing and registration. The target range for free reserves is calculated annually as part of the budget process on the basis of the financial impact of the current risks facing the Council. The Council's free reserves, less fixed assets were £780,033 at 31 December 2019 (2018: £672,310). This is clearly substantially higher than the target minimum. The Board is considering how the excess reserves can be used to support members and registrants.

Statement on COVID-19

At the time of writing, the impact of COVID-19 has caused significant disruption to the Science Council's business operations. In line with the UK government's guidance and public health advice, to safeguard our employees, volunteers and those with whom we work, all Science Council employees are now working from home; we have stopped all non-essential travel and event attendance; and have cancelled numerous meetings. To support our members during this period, the Board has taken the decision to extend all licenses by 12 months. To safeguard that standards are upheld over the year, Licensed Bodies will be required to submit an annual report.

Board and committees will move to online and virtual working for the foreseeable future. We expect that these measures and potentially further restrictions on our operations will impact us over the coming months and potentially for the rest of the year. Although it is difficult at the time of writing to predict the true extent of the operational and financial implications of the COVID-19 on the Science Council, its partner organisations and the UK economy more widely, the Board of Trustees will regularly review our response to the situation. We will proactively adopt mitigation measures over the course of 2020 to limit the operational financial impact on the Science Council, with financial losses being absorbed as necessary by our free reserves. The Board has taken the view that it is appropriate to maintain a minimum reserves at £250,000 until the current uncertainties and risks have been assessed.

⁴ The comparative split for restricted income and expenditure is shown in Notes 2 to 6.



Fundraising Practices

The Science Council does not fundraise directly from the general public and does not engage external fundraising support. Grant funding is occasionally sought for specific projects and such fundraising activity has been undertaken by Science Council employees. This was the case for the grant awarded by the Gatsby Charitable Foundation in 2019 for the purpose of promoting professional registration for technicians.

Investment Policy


In May 2020, the Board approved an investment policy for the Science Council. The investment objectives are to ensure funds are available when they are likely to be required by the Council; capital preservation; manage counterparty risk by investment with institutions / products with a credit rating of AAA- or above; and generate a return at least in line with inflation. Investments will be managed with the view of minimising the risk of negative returns in excess of 10% in any 12 month period. The Board has agreed that if any funds are likely to be required in the next three years, they should not be invested in products where the underlying asset value fluctuates. The Board will review this policy on an annual basis, or sooner if required, and will delegate responsibility for overseeing investment decisions to the Finance and Risk Committee. In light of uncertainties relating to the long-term impact of Covid-19, the Board will review the suitability and timing of investments when there is greater certainty in the market.

Risk Review

The Finance, Audit and Risk Committee undertakes a rolling review of the Risk Register, ensuring that all areas are covered over the course of the year. The Register aims to provide management with a comprehensive tool to identify, assess and manage real-time risks to the Science Council, including outlining steps being taken to mitigate risks and identifying further action needed to mitigate risks further. The Board is continuously mindful of the risk of a significant loss of support from Member and Licensed Bodies, as would be expected for a membership organisation. Management monitors engagement levels and continuously reviews the relationships. Over the course of the year the Board considered the high risks to which the Science Council is exposed; the potential impact and probability associated with each risk; existing internal controls and accountability for them; and mitigating actions to reduce the level of risk.

Principal Risks

At year-end key areas of risk identified include:

Risk area	Steps taken to manage risk
<p>Falling registrant numbers</p> <p>Improved accuracy and completeness of the registers has resulted in lower income from registrants, and therefore reduced resources to deliver the strategy</p>	 <p>We have agreed a new value proposition with members, linked to which are tangible, valued activities for members that will aim to increase the Science Council's profile and influence, and increase interest in and take up of professional registration.</p>



Changing political environment

Uncertainties over the impact of Brexit and the new government's policy agenda has implications for attracting and retaining individuals on the register. Potential reduced funding for science following UK exit from the EU.



The Science Council continues to work with members to articulate the value of professional registration and professional body membership to employers, individuals and government after the UK leaves the EU; work with members to review the membership offer to provide value for money and attract professional bodies to join the Science Council.

Inability to recruit sufficient quantity and quality of volunteers

Quality and quantity of volunteers not sufficient to deliver operational and strategic objectives.



Training and development opportunities for some volunteer roles in place; Registration Assessment Committee reviews volunteer and assessor recruitment and training requirements; development and succession planning programmes in place and reviewed.



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.

On behalf of the Board

Dr Helen Pain, Chair of the Board

Mark Finnie, Honorary Treasurer

Date: 30th June 2020



Independent auditor's report to the Trustees of the Science Council

Opinion

We have audited the financial statements of The Science Council (the 'charity') for the year ended 31 December 2019 which comprise Statement of Financial Activity, Balance Sheet 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 charity's affairs as at 31 December 2019, and of its incoming resources and application of resources, including its 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 Charities Act 2011.

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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC'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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out on page 36, the trustees 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 charity'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 intends to liquidate the charity or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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 the Charities Act 2011.

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.



As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. 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 charity and the trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

Chartered Accountants
Statutory Auditors
Canterbury
Date: 1 July 2020



Statement of financial activities

			2019		2018
		Unrestricted funds	Restricted funds	Total	Total
	Note	£	£	£	£
Income and endowments from:					
Donations and legacies	2	166,542	-	166,542	231,352
Charitable activities	3	563,703	64,169	627,872	845,696
Other trading activities	4	41	-	41	309
Investments	5	675	-	675	190
Total income and endowments		730,961	64,169	795,130	1,077,770
Expenditure on:					
Charitable activities	6	608,831	97,207	706,038	780,431
Total expenditure		608,831	97,207	706,038	780,431
Net income / (expenditure) and net movement in funds		122,130	(33,038)	89,092	297,339
Reconciliation of funds:					
Total funds brought forward	15	658,314	45,038	703,352	406,013
Total funds carried forward	15	780,444	12,000	792,444	703,352



Balance Sheet

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	9	411	2,597
Current assets			
Debtors	10	32,201	45,285
Cash at bank and in hand		806,378	743,231
		838,579	788,516
Creditors: amounts falling due within one year	11	46,546	87,761
Net current assets		792,033	700,755
Total assets less current liabilities		792,444	703,352
Charity Funds			
Unrestricted funds	15	780,444	658,314
Restricted funds	15	12,000	45,038
Total charity funds	16	792,444	703,352

These financial statements were approved by the Board members on 30th June 2020 and were signed on their behalf by:

Dr Helen Pain, Chair

Mark Finnie, Honorary Treasurer

The accounting policies and notes on pages 43-54 form part of these financial statements.



Statement of cash flows

		2019	2018
	Note	£	£
Net cash flow from operating activities	17	62,472	244,981
Cash flow from investing activities			
Payments to acquire tangible fixed assets			-
Interest received		675	413
Net cash flow from investing activities		675	413
Net increase in cash and cash equivalents		63,147	245,394
Cash and cash equivalents at start of period		743,231	497,837
Cash and cash equivalents at end of period		806,378	743,231
Cash and cash equivalents consists of:			
Cash at bank and in hand		806,378	743,231
Cash and cash equivalents at end of period		806,378	743,231



Notes to the financial statements (continued)

1. Accounting policies

The Science Council is a charity incorporated in England and Wales by Royal Charter (RC000784). Its registered office is Fora Space, 71 Central Street, London, EC1V 8AB. The charity meets the definition of a public benefit entity under FRS102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations, but which has since been withdrawn. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

These accounts for the year ended 31 December 2019 are the fourth accounts of The Science Council prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 January 2015. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

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. Website 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

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered and provision for bad and doubtful debts. Prepayments are valued at the amount prepaid net of any trade discounts etc.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening deposit or similar account.



Creditors and provisions

Creditors and provisions are recognised where the Charity 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 or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts etc.

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 has no output eligible for Value Added Tax.

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 year-end 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.

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 £7,140 (2018: £43,200).

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.

Financial instruments

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

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

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



Basic financial assets

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

Basic financial liabilities

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

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

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

Derecognition of financial liabilities

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

Pension scheme

The Council does not maintain a staff pension scheme but, instead, contributes to individual staff personal pension plans. The Council's auto enrolment date was February 1st 2017.

Leasing commitments

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

Going concern

While the impact of the COVID-19 pandemic has been assessed by the trustees so far as reasonably possible, due to its unprecedented impact on the wider economy, it is difficult to evaluate with any certainty the potential outcomes on the charity's activities, its members, registrants and suppliers. However, taking into consideration the UK Government's response, its range of measures to support businesses and the charity's own reserves and planning, the trustees have reasonable expectation that the charity will continue its activities for the foreseeable future.



Critical accounting estimates and judgements

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

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

The trustees do not believe there to be judgements or estimates that would be considered critical to the financial statements.



2. Donations income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2019	2018
	£	£	£	£
Membership	159,402	-	159,402	188,152
Gifts in Kind	7,140	-	7,140	43,200
	166,542	-	166,542	231,352

All income received in 2019 and 2018 was unrestricted.

3. Charitable activities income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2019	2018
	£	£	£	£
Professional registration and development	563,703	-	563,703	654,702
Professional pathways / Grants / Donations / Contracts	-	64,169	64,169	190,994
	563,703	64,169	627,872	845,696

Income in the form of contracts, grants, project contributions and gifts was £64,169 (2018: £190,994) of which £64,169 (2018: £190,994) was restricted and £0 (2018: £0) was unrestricted. Income for Professional Registration was all unrestricted in 2018 and 2019.

4. Other trading income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2019	2018
	£	£	£	£
Shop income	41	-	41	575
Consultancy fees	-	-	-	(266)
	41	-	41	309

All income received in 2019 and 2018 was unrestricted.



5. Investment income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2019	2018
	£	£	£	£
Interest – deposits	675	-	675	190
	675	-	675	190

All income received in 2019 and 2018 was unrestricted.

6. Charitable expenditure

	Direct	Other			
	Staff	Direct	Support	Total	Total
	Costs	Costs	Costs	2019	2018
	£	£	£	£	£
Activities					
Professional registers and professionalism	164,197	41,711	123,058	328,966	238,481
Professional Pathways (Gatsby funded)	8,152	52,142	-	60,294	204,930
Membership support and activities	44,412	8,928	101,991	155,331	157,440
Policy, Promotion and Public Affairs	44,412	8,928	108,107	161,447	179,480
	261,173	111,709	333,156	706,038	780,431
<i>Total resources expended 2019</i>	<i>305,900</i>	<i>177,488</i>	<i>297,043</i>	<i>780,431</i>	

Expenditure on charitable activities was £706,038 (2018: £780,431) of which £60,294 was restricted (2018: £204,930) and £645,744 unrestricted (2018: £575,501).



7. Support costs

	Total	<i>Total</i>
	2019	2018
	£	£
Staff costs (note 8)	61,157	101,453
Other staff costs	8,710	27,568
Premises costs	96,008	47,397
Office and administration costs	68,639	117,463
Professional fees	2,309	26,363
Depreciation	2,185	4,367
Governance	94,148	59,957
	333,156	297,043

Support costs are apportioned to charitable activities in relation to staff time.

Expenditure includes:	2019	2018
Auditor's remuneration	6,372	5,700
Prior year under accrual	2,726	(56)
	9,098	4,694

8. Staff costs

	2019	2018
	£	£
Wages and salaries	342,644	305,851
Ex Gratia Payment	-	30,000
Social security costs	33,718	30,281
Other pension costs	13,759	9,353
Staff training	7,293	3,013
Recruitment	2,830	39,533
	400,244	418,031



	2019	2018
The average number of employees	9	8

The following number of staff received emoluments in the year in the bands:	2019	2018
£100,000 - £109,999	1	1
£110,000 - £120,000	-	-

The Trustees and certain senior employees and consultants who have authority and responsibility for planning, directing and controlling the activities are considered to be key management personnel. As referenced in Note 13, the Trustees received no remuneration for carrying out their duties. The payments to other senior employees total £101,460 (2018: £152,736. This includes a payment of £30,000 to Belinda Phipps which is outside of a normal contractual obligations).

9. Tangible assets

	Fixtures & Fittings	Office Equipment	Computer Equipment	Total
Cost or valuation	£	£	£	£
1st January 2019	3,445	889	11,168	15,502
Additions	-	-	-	-
Disposal	-	-	(1,550)	(1,550)
31st December 2019	3,445	889	9,618	13,952
Depreciation				
1st January 2019	2,857	889	9,159	12,905
Charge for year	588	-	1,598	2,186
Eliminated on disposals	-	-	(1,550)	(1,550)
31st December 2019	3,445	889	9,207	13,541
Net Book Value				
31st December 2018	588	-	2,009	2,597
31st December 2019	-	-	411	411



10. Debtors

	2019	2018
	£	£
Debtors (subscriptions and professional registration)	8,817	31,738
Other debtors	6,380	6,000
Prepayments and accrued income	13,814	4,452
Staff loan	3,190	3,095
	<u>32,201</u>	<u>45,285</u>

11. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	11,477	39,279
Deferred income and accruals	18,993	34,162
Taxation and social security costs	10,520	8,579
Other creditors	5,556	5,741
	<u>46,546</u>	<u>87,761</u>

12. Leases

	2019	2018
	£	£
Between 0-1 years	38,280	-
Between 1-5 years	-	-
Later than five years	-	-
	<u>38,280</u>	<u>-</u>

13. Remuneration and expenses of trustees

The Trustees receive no remuneration for carrying out their duties. £6,107 (2018: £3,603.74) was paid to 14 Trustees (2018: 10) for expenses incurred in relation to attendance at meetings.



14. Related party transactions

Related party transactions are transactions related to Board member interests and exclude membership subscriptions, registrant fees, grants and project contributions. There were no related party transactions in the reporting period.

15. Charity Funds

Unrestricted funds

	2019	2018
	£	£
Balance at 1 January 2019	658,314	347,039
Net movement in funds	122,130	311,275
As 31 December 2019	780,444	658,314

RESTRICTED FUNDS 2019

	Balance Brought Forward	Net Incoming Resources	Resources Expended	Balance Carried Forward
	£	£	£	£
Gatsby Professional Pathways Fund	33,038	64,169	(97,207)	-
Gareth Roberts Memorial Lecture	12,000	-	-	12,000
Total	45,038	64,169	(97,207)	12,000

RESTRICTED FUNDS 2018

Gatsby Professional Pathways Fund	46,974	190,994	(204,930)	33,038
Gareth Roberts Memorial Lecture	12,000	-	-	12,000
Total	58,974	190,994	(204,930)	45,038

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 **Gareth Roberts Memorial Lecture** fund relates to a donation from Sir Gareth Roberts to support the Gareth Roberts Memorial Lecture usually held biennially. The Lecture was last held in 2015.



16. Analysis of net assets between funds

	2019	2019	2019	2018	2018	2018
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
Fund balances at 31st December are represented by:						
Fixed assets	411	-	411	2,107	490	2,597
Current assets	818,015	20,564	838,579	714,446	74,070	788,516
Creditors (Amounts falling due within one year)	(37,982)	(8,564)	(46,546)	(58,239)	(29,522)	(87,761)
Total	780,444	12,000	792,444	658,314	45,038	703,352

17. Net cash flow from operating activities

	2019	2018
	£	£
Net income for year / period	89,092	297,339
Interest receivable	(675)	(413)
Depreciation and impairment of tangible fixed assets	2,186	4,366
(Profit) / loss on disposal of tangible fixed assets	-	595
(Increase) / decrease in debtors	13,084	(13,852)
Increase / (decrease) in creditors	(41,215)	(43,054)
Net cash flow from operating activities	62,472	244,981

18. Post Balance Sheet Event



At the time of signing the financial statements the trustees are aware of the potential economic effects of the Covid-19 virus outbreak. The full impact of the pandemic on the UK economy is yet to be seen, but the charity will continue to mitigate this risk by following the UK Government guidelines and adapting its own internal strategy. Otherwise, there have been no significant events affecting the charity since the year end.