

REGISTERED CHARITY NUMBER: SC040669

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2016  
FOR  
SCOTTISH INTENSIVE CARE SOCIETY**

French Duncan LLP  
Chartered Accountants  
Macfarlane Gray House  
Castlecraig Business Park  
Springbank Road  
Stirling  
Stirlingshire  
FK7 7WT

SCOTTISH INTENSIVE CARE SOCIETY

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FOR THE YEAR ENDED 31 MARCH 2016

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## SCOTTISH INTENSIVE CARE SOCIETY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

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The trustees present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The main object of the charity falls under Section 7(2) (b) the advancement of education.

To this end the SICS is involved in several activities through research grants, organised meetings, educational resource development, support of research networks, travel fellowships and awards in support of presented educational material.

For the year to 31st March 2016 the following activities occurred to meet the stated objectives:

Award of Travel Grant and Educational bursary amounting to £4,500

Annual Scientific Meeting held over 2 days in January 2016

Annual Trainee's Educational Meeting held in November 2015

Joint Meeting of the SICSAG/SCCTG/SICSEBM held in September 2015

Web based resources include:

[www.scottishintensivecare.org.uk/](http://www.scottishintensivecare.org.uk/)

[www.sicsebm.org.uk/](http://www.sicsebm.org.uk/)

[www.sicsag.scot.nhs.uk](http://www.sicsag.scot.nhs.uk) (in collaboration with ISD a division of NHS NSS)

These websites contain extensive educational resources, links to other educational materials and patient directed information.

#### ACHIEVEMENT AND PERFORMANCE

The organised meetings all ran smoothly and were well attended by diverse members of the medical and allied health communities involved and interfacing with Intensive Care Medicine.

The EBM website is currently being updated. The main Society website has been extensively upgraded during 2015.

#### FINANCIAL REVIEW

##### Principal funding sources

\* Full and associate members are required to pay an annual subscription.

\* Delegates at organised meetings are required to pay attendance fees and any other associated costs such as accommodation.

\* Sponsorship of industry trade stands at SICS organised meetings.

##### Subscriptions

Subscriptions are now collected by direct debit mandate (DDM) through the services of a third party, The Association of Anaesthetists of Great Britain & Ireland (AAGBI).

##### Investment policy and objectives

Funds are mainly kept within current accounts to ensure ready access to sufficient funds for the purpose of organising the principal activities of the SICS.

A significant sum, currently approx £80,000 is retained within a reserve account paying a bonus related rate of interest if left untouched for 1 year. This reserve account is intended to hold reserves commensurate with expenditure on the ASM.

Finances have remained stable in line with the reserves policy commensurate with the main objectives of the society.

## SCOTTISH INTENSIVE CARE SOCIETY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

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#### FINANCIAL REVIEW

##### Reserves policy

Council have decided that for the purposes of stability and future viability of the society, a minimum of twice the outlay costs for the main financial activity of the society, namely the Annual Scientific Meeting (ASM), should be retained. Given that the average outlay cost of the ASM is now approximately £75,000, prior to any income in the form of delegate fees and industry sponsored trade stands, the current reserves remain adequate.

#### FUTURE PLANS

The SICS continues to support research subject to terms agreed regarding policy reserves, projected spending and progress and delivery of existing projects. Detailed reports of the various grant awards are submitted to council and form part of the programme for the ASM. SICS will continue to support educational activities in future years in line with the activities outlined above with a formal and transparent application process.

SICS has now updated its website and will continue to develop this access point for improved patient management information and educational use. This will allow both the public and members up to date information about Intensive Care Medicine in Scotland. Education modules for trainees are planned to be operational with the new website.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The society is a charity registered in Scotland on 17th July 2009. The society is an unincorporated society that has been in existence for over 17 years and has between 300 and 400 members. It is governed by a constitution dated May 2007. This constitution was updated at the AGM held at St Andrews on 19th January 2012 without any changes to the aims of the charity.

##### Organisational structure

Membership of the SICS falls in to the following categories

- \* Full membership - open to any registered medical practitioner.
- \* Associate membership - open to any other health care professional.
- \* Honorary membership - bestowed by the Council on any person felt to be deserving, based upon their contribution to Intensive Care Medicine in Scotland.

The society is run by a council of elected members from the Scottish Critical Care community who hold membership of the society as outlined above.

Council formally meet 3 times per year.

Office bearers are elected by council members.

All members of the society are invited to attend the annual general meeting of the SICS currently held in January.

##### Sub-committees

To facilitate work of the society several sub-committees are in existence.

Scottish Intensive Care Society Audit Group (SICSAG)

SICS Education Group

SICS Trainee's Group

SICS Critical Care Trials Group

All committees are required to report activities through the regular council meetings.

##### Induction and training of new trustees

All elected council members are informed of their expected duties including familiarisation with the responsibilities associated with charitable status as outlined in OSCR publications.

##### Risk management

The main risk to the society comes through the running of the annual scientific meeting which contributes greatly to the main aim of the SICS as outlined in the constitution, namely, to promote knowledge and education in Intensive Care Medicine. The financial running of the SICS concentrates on maintenance of reserves with the goal of ensuring twice the costs of providing this meeting can be covered.

**SCOTTISH INTENSIVE CARE SOCIETY**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

SC040669

**Principal address**

Intensive Care Unit  
Aberdeen Royal Infirmary  
Foresterhill Road  
Aberdeen  
Aberdeenshire  
AB25 2ZN

**Trustees**

Dr G Nimmo	President (until 21/01/16)
Dr S Ramsay	Honorary Secretary (until 21/01/16)
Dr C Wallis	Meetings Secretary (until 21/01/16)
Prof N Webster	Honorary Treasurer
Dr M Hughes	President (as of 21/01/16)
Dr F McIlveney	Honorary Secretary (as of 21/01/16)
Dr K Kefala	Meetings Secretary (as of 21/01/16)

**Independent examiner**

Gregory Callan BAcc CA  
French Duncan LLP  
Chartered Accountants  
Macfarlane Gray House  
Castlecraig Business Park  
Springbank Road  
Stirling  
Stirlingshire  
FK7 7WT

**Bankers**

The Royal Bank of Scotland  
339 Byres Road  
Glasgow  
G12 8QP

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Prof N Webster - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SCOTTISH INTENSIVE CARE SOCIETY**

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I report on the accounts for the year ended 31 March 2016 set out on pages five to nine.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gregory Callan BAcc CA  
French Duncan LLP  
Chartered Accountants  
Macfarlane Gray House  
Castle Craig Business Park  
Springbank Road  
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FK7 7WT

Date: .....

SCOTTISH INTENSIVE CARE SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2016

	Not es	Unrestricted funds £	Restricted fund £	Total 2016 funds £	Total 2015 funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Annual Scientific Meeting		-	-	-	510
Education		15,062	-	15,062	6,111
General activities		126,749	-	126,749	119,858
Investment income	2	<u>24</u>	<u>-</u>	<u>24</u>	<u>100</u>
<b>Total</b>		<b>141,835</b>	<b>-</b>	<b>141,835</b>	<b>126,579</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Education		17,226	-	17,226	4,970
General activities		<u>114,977</u>	<u>-</u>	<u>114,977</u>	<u>133,299</u>
<b>Total</b>		<b>132,203</b>	<b>-</b>	<b>132,203</b>	<b>138,269</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>9,632</b>	<b>-</b>	<b>9,632</b>	<b>(11,690)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>195,443</b>	<b>-</b>	<b>195,443</b>	<b>207,133</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>205,075</u></b>	<b><u>-</u></b>	<b><u>205,075</u></b>	<b><u>195,443</u></b>

The notes form part of these financial statements

SCOTTISH INTENSIVE CARE SOCIETY

BALANCE SHEET  
AT 31 MARCH 2016

	Notes	2016 £	2015 £
<b>CURRENT ASSETS</b>			
Debtors	5	-	420
Cash at bank		<u>206,585</u>	<u>196,181</u>
		206,585	196,601
<b>CREDITORS</b>			
Amounts falling due within one year	6	<u>(1,510)</u>	<u>(1,158)</u>
<b>NET CURRENT ASSETS</b>		<u>205,075</u>	<u>195,443</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>205,075</u>	<u>195,443</u>
<b>NET ASSETS</b>		<u>205,075</u>	<u>195,443</u>
<b>FUNDS</b>	8		
Unrestricted funds		<u>205,075</u>	<u>195,443</u>
<b>TOTAL FUNDS</b>		<u>205,075</u>	<u>195,443</u>

The financial statements were approved by the Board of Trustees on 07-12-16 and were signed on its behalf by:



.....  
Prof N Webster -Trustee

The notes form part of these financial statements



SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

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1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

The financial statements of the charity have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

	2016	2015
	£	£
Deposit account interest	<u>24</u>	<u>100</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

**Trustees' expenses**

Three (2015 - six) trustees had expenses of £2,686 (2015 - £3,483) paid in the period ended 31 March 2016.

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Annual Scientific Meeting	510	-	510
Education	6,111	-	6,111
General activities	119,858	-	119,858
Investment income	<u>100</u>	<u>-</u>	<u>100</u>
<b>Total</b>	<b>126,579</b>	<b>-</b>	<b>126,579</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Education	4,970	-	4,970
General activities	<u>133,299</u>	<u>-</u>	<u>133,299</u>
<b>Total</b>	<b>138,269</b>	<b>-</b>	<b>138,269</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(11,690)</b>	<b>-</b>	<b>(11,690)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>207,133</b>	<b>-</b>	<b>207,133</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>195,443</u></b>	<b><u>-</u></b>	<b><u>195,443</u></b>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade debtors	<u>-</u>	<u>420</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Bank loans and overdrafts	1,948	-
Accrued expenses	<u>1,512</u>	<u>1,158</u>
	<b><u>3,460</u></b>	<b><u>1,158</u></b>

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

7. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted fund	Total	2016 funds	Total	2015 funds
	£	£		£		£
Current assets	208,535	-		208,535		196,601
Current liabilities	(3,460)	-		(3,460)		(1,158)
	<u>205,075</u>	<u>-</u>		<u>205,075</u>		<u>195,443</u>

8. MOVEMENT IN FUNDS

	At 1/4/15	Net movement in funds	At 31/3/16
	£	£	£
<b>Unrestricted funds</b>			
General fund	188,657	11,796	200,453
Education	216	(2,164)	(1,948)
SCCTG	<u>6,570</u>	<u>-</u>	<u>6,570</u>
	195,443	9,632	205,075
	<u>195,443</u>	<u>9,632</u>	<u>205,075</u>
<b>TOTAL FUNDS</b>			

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	126,773	(114,977)	11,796
Education	<u>15,062</u>	<u>(17,226)</u>	<u>(2,164)</u>
	141,835	(132,203)	9,632
	<u>141,835</u>	<u>(132,203)</u>	<u>9,632</u>
<b>TOTAL FUNDS</b>			

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2016.

SCOTTISH INTENSIVE CARE SOCIETY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2016

	2016 £	2015 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Investment income</b>		
Deposit account interest	24	100
<b>Charitable activities</b>		
Annual scientific meeting	112,554	106,360
Education meeting	15,062	6,111
Subscriptions	<u>14,195</u>	<u>14,008</u>
	<u>141,811</u>	<u>126,479</u>
<b>Total incoming resources</b>	<b>141,835</b>	<b>126,579</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Annual scientific meeting expenses	102,055	97,260
Education meeting expenses	16,953	4,739
Accident insurance	1,908	1,701
Website	1,970	2,280
Bank charges	243	272
Meeting expenses	1,150	403
Travel fellow expenses	1,830	1,231
Grants awarded	<u>250</u>	<u>22,725</u>
	<u>126,359</u>	<u>130,611</u>
<b>Support costs</b>		
<b>Management</b>		
Administrative expenses	1,498	2,631
<b>Governance costs</b>		
Council meeting expenses	2,502	3,557
Independent examiner's fee	1,548	1,138
AGM costs	<u>296</u>	<u>332</u>
	<u>4,346</u>	<u>5,027</u>
<b>Total resources expended</b>	<b>132,203</b>	<b>138,269</b>
<b>Net income/(expenditure)</b>	<u><b>9,632</b></u>	<u><b>(11,690)</b></u>

This page does not form part of the statutory financial statements