

Charity Registration No. SC040669 (Scotland)

SCOTTISH INTENSIVE CARE SOCIETY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

SCOTTISH INTENSIVE CARE SOCIETY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Dr E Wilson
Dr M Hughes
Dr F McIlveney
Dr K Kefala
Dr R Appleton

Charity number (Scotland)

SC040669

Bankers

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

Principal address

Intensive Care Unit
The Queen Elizabeth University Hospital
1345 Govan Road
Glasgow
United Kingdom
G51 4TF

Independent examiner

Gregory Callan
French Duncan LLP
Macfarlane Gray House
Castlecraig Business Park
Springbank Road
Stirling
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FK7 7WT

SCOTTISH INTENSIVE CARE SOCIETY

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SCOTTISH INTENSIVE CARE SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2018

The trustees present their report and financial statements for the year ended 31 March 2018.

The trustees present their report with the financial statements of the charity for the year ended 31 March 2018. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) as amended by update Bulletin 1"

Objectives and activities

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 2018 the following activities occurred to meet the stated objectives:

Award of two Travel Grants

Delivery of Annual Scientific Meeting held over 2 days in January 2018

Delivery of Annual Educational Meeting held over 2 days in November 2017

The sponsorship of three additional critical care educational meetings hosted in Scotland over the 2017/18 financial year.

The maintenance of the Scottish Intensive Care Society website which provides education resources including learning modules, the advertising of educational events and the booking system for some SICS events.

The delivery of three Trainee Education Days

Contribution to national body running ICU research in the United Kingdom

Achievements 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 feedback was very positive. The meetings sponsored by SICS were also well organised and attended with positive feedback. The applications for the Travel Grants were of high quality and in excess of the number available. The winners completed their period of study and presented their experiences and learning at the annual scientific meeting.

The main Society website was recently upgraded and is maintained by the website team. A member's area has been developed and will be launched shortly which will support the delivery of educational materials and payments for meetings as well as updating the on-line learning modules. The existing learning modules are completed by approximately 900 people per year. Whilst the majority are completed by trainee doctors in Scotland, they are completed by professionals from across the globe.

Financial review

The Society's funds are down over the last financial year and have now fallen below the stated aim of the society. The reason for this is mainly the general increase in costs. The SICS revenue has increased which includes the additional revenue from an increase in membership fees though this has been insufficient to match the increased costs. The Fees for the meetings the SICS delivers have been maintained at a low and constant level for some time.

SCOTTISH INTENSIVE CARE SOCIETY

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

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 £95,000, prior to any income in the form of delegate fees and industry sponsored trade stands, the current reserves are now slightly below our stated target.

The reserves are currently below target by £5,413 and the council are monitoring this amount on a month by month basis.

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 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 approximately £96,000 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.

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.

Future Developments

SICS has reviewed its income and expenditure and has taken multiple steps to increase income and reduce expenditure with the aim of achieving it's stated objectives.

The Society will continue to support it's educational activities including educational meetings, travel and educational grants, e-learning, educational materials on the SICS website as well as research in Scotland. The educational material available on the SICS website for health care professionals as well as for patients and relatives are being continuously updated.

Structure, governance and management

SCOTTISH INTENSIVE CARE SOCIETY

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

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 500 and 600 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.

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.

Dr E Wilson
Dr M Hughes
Dr F McIlveney
Dr K Kefala
Dr R Appleton

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

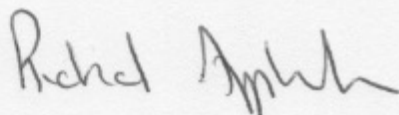
SICS Trainee's group

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

The trustees report was approved by the Board of Trustees.

Dr R Appleton
Trustee

Dated: 12 September 2018



SCOTTISH INTENSIVE CARE SOCIETY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SCOTTISH INTENSIVE CARE SOCIETY

I report on the financial statements of the charity for the year ended 31 March 2018, which are set out on pages 5 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) 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 trustees consider that the audit requirement of Regulation [10(1) (a) to (c)] / [10(1) (d)] 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 independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the 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 financial statements.

Independent examiner's statement

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - (ii) to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



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

Dated: 12 September 2018

SCOTTISH INTENSIVE CARE SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2018

	Notes	2018 £	2017 £
<u>Income from:</u>			
Charitable activities	2	127,173	129,533
Investments	3	23	30
Total income		<u>127,196</u>	<u>129,563</u>
<u>Expenditure on:</u>			
Charitable activities	4	<u>139,859</u>	<u>137,388</u>
Net expenditure for the year/ Net movement in funds		(12,663)	(7,825)
Fund balances at 1 April 2017		<u>197,250</u>	<u>205,075</u>
Fund balances at 31 March 2018		<u><u>184,587</u></u>	<u><u>197,250</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

SCOTTISH INTENSIVE CARE SOCIETY

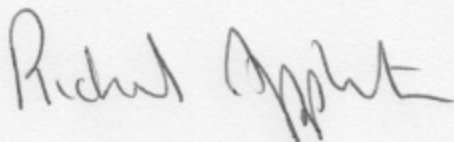
BALANCE SHEET

AS AT 31 MARCH 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Intangible assets	8		2,452		-
Current assets					
Debtors	9	335		-	
Cash at bank and in hand		183,761		199,288	
		<u>184,096</u>		<u>199,288</u>	
Creditors: amounts falling due within one year	10	(1,961)		(2,038)	
Net current assets			182,135		197,250
Total assets less current liabilities			<u>184,587</u>		<u>197,250</u>
Income funds					
Unrestricted funds			184,587		197,250
			<u>184,587</u>		<u>197,250</u>

The financial statements were approved by the Trustees on 12 September 2018

Dr R Appleton
Trustee



SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting policies

Charity information

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 500 and 600 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.

1.1 Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)' updated by Bulletin 1, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The financial statements have been prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

1.4 Incoming resources

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

1.5 Resources expended

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.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting policies

(Continued)

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website development 33% straight line

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Charitable activities

	General activities	Education	Total 2018	Total 2017
	£	£	£	£
Annual scientific meeting	96,746	-	96,746	92,760
Subscriptions	21,245	-	21,245	15,230
Meetings sponsorship	-	-	-	9,425
Education meeting	(148)	9,230	9,082	12,118
Charitable contribution	100	-	100	-
	<u>117,943</u>	<u>9,230</u>	<u>127,173</u>	<u>129,533</u>

3 Investments

	2018	2017
	£	£
Interest receivable	<u>23</u>	<u>30</u>

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

4 Charitable activities

	General activities £	Education £	Total 2018 £	Total 2017 £
Depreciation and impairment	1,208	-	1,208	-
Annual scientific meeting exp	112,737	-	112,737	95,485
Education meeting expenses	750	6,773	7,523	10,229
Meeting sponsorship expenses	250	-	250	10,229
Website	1,728	1	1,729	1,985
Bank charges	177	60	237	376
Meeting expenses	-	-	-	1,205
Travel fellow expenses	4,160	-	4,160	3,831
Grants awarded	250	-	250	6,151
Accident insurance	2,054	-	2,054	1,971
Sundry expenses	62	-	62	-
	<u>123,376</u>	<u>6,834</u>	<u>130,210</u>	<u>131,462</u>
Share of support costs (see note 5)	6,146	-	6,146	3,099
Share of governance costs (see note 5)	3,503	-	3,503	2,827
	<u>133,025</u>	<u>6,834</u>	<u>139,859</u>	<u>137,388</u>
Analysis by fund				
Unrestricted funds	<u>133,025</u>	<u>6,834</u>	<u>139,859</u>	
	<u>133,025</u>	<u>6,834</u>	<u>139,859</u>	
For the year ended 31 March 2017				
Unrestricted funds	<u>118,099</u>	<u>19,289</u>		<u>137,388</u>
	<u>118,099</u>	<u>19,289</u>		<u>137,388</u>

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

5 Support costs

	Support costs £	Governance costs £	2018 £	2017 £
Administrative expenses	6,146	-	6,146	3,099
Independent examiners fee	-	2,008	2,008	1,560
Council meeting expenses	-	1,495	1,495	1,267
	<u>6,146</u>	<u>3,503</u>	<u>9,649</u>	<u>5,926</u>
Analysed between Charitable activities	<u>6,146</u>	<u>3,503</u>	<u>9,649</u>	<u>5,926</u>

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

One (2017 - four) trustee had expenses of £128 (2017 - £2,471) paid in the period ended 31 March 2018.

7 Employees

There were no employees during the year.

8 Intangible fixed assets

	Website development £
Cost	
At 1 April 2017	-
Additions - separately acquired	3,660
At 31 March 2018	<u>3,660</u>
Amortisation and impairment	
At 1 April 2017	-
Amortisation charged for the year	1,208
At 31 March 2018	<u>1,208</u>
Carrying amount	
At 31 March 2018	<u>2,452</u>
At 31 March 2017	<u>-</u>

SCOTTISH INTENSIVE CARE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

9 Debtors	2018	2017
	£	£
Amounts falling due within one year:		
Trade debtors	335	-
	<u> </u>	<u> </u>
10 Creditors: amounts falling due within one year	2018	2017
	£	£
Trade creditors	313	478
Accruals and deferred income	1,648	1,560
	<u> </u>	<u> </u>
	<u>1,961</u>	<u>2,038</u>