

**THE INTENSIVE CARE SOCIETY**  
(Company Limited by Guarantee)

ACCOUNTS FOR THE YEAR ENDED

31 DECEMBER 2013

**THE INTENSIVE CARE SOCIETY**  
(Company Limited by Guarantee)

REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2013

The directors, who are also the trustees, present their annual report and the audited Financial Statements for the year to 31 December 2013. This Report is prepared in accordance with the Articles of Association (the governing document) and the recommendations of the Statement of Recommended Practice (SORP 2005) - Accounting and Reporting by Charities - and complies with applicable law.

**1 Reference and Administrative Details**

Company Number		02940178
Registered Charity Number	England and Wales Scotland	1039236 SC040052
Principal Address and Registered Office		Churchill House 35 Red Lion Square London WC1R 4SG
Auditors		MHA MacIntyre Hudson New Bridge Street House 30-34 New Bridge Street London EC4V 6BJ
Bankers		Barclays Bank Plc 2 Victoria Street London SW1H 0ND
Solicitors		Hempsons Hempsons House 40 Villiers Street London WC2N 6NJ

**2 Directors and Trustees**

The directors who served throughout the year were as follows:

Dr S V Bauduin	Dr C M Danbury
Professor M C Bellamy	Dr J R Goodall
Dr A M Bentley	Dr T H Gould
S L Bolton	Dr Z P Khan
Dr S J Brett	Dr G R Masterson
Dr H S R Buckley	Dr A Rhodes

Dr M N Crews and L M Burgess were appointed on 5 March 2013. Dr K E J Gunning, Dr S J Harper and Dr D L A Wyncoll resigned on 17 December 2013. Dr J Groves, Dr R J Innes, Dr B J Phillips and Dr G Suntharalingam were appointed on 17 December 2013.

**3 Structure, Governance and Management**

Governing Document

The Society is a Company limited by Guarantee and does not have a share capital, and is a Registered Charity with the Charity Commissioners for England and Wales and with the Office of the Scottish Charity Regulator.

## THE INTENSIVE CARE SOCIETY

(Company Limited by Guarantee)

### REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2013

(continued)

#### **3 Structure, Governance and Management - *continued***

##### Public Benefit Statement

The Society's trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit, "Charities and Public Benefit". The charitable purposes of the Society are set out in its constitution and the objects include 'to advance and promote the care and safety of critically ill patients'. This is achieved by training, education and raising awareness of patient safety for the benefit of healthcare professionals and members of the public, together with publication of studies and research into critical care. The trustees ensure that the objects are achieved through an extensive programme of education and training events, the development of standards, publications, promoting and funding research and patient liaison. The Society's educational events and research awards are openly advertised and it offers resources for healthcare professionals and members of the public through its website.

##### Appointment of Directors and Trustees

The directors and trustees are appointed for an initial three year period, and comprise those elected by members of the Intensive Care Society to serve on its Council. They may be re-elected for one further period and serve as an Officer in accordance with the Articles of Association.

##### Trustee Induction and Training

Newly elected members are advised on their responsibilities as directors and trustees and are progressively involved in areas of management of the Society.

##### Organisation and Management

The directors and co-opted members form a Council for the management of the Society. The Officers, principally the President, Honorary Secretary and Honorary Treasurer, form an Executive to work with Secretariat staff to manage the operations of the Society.

Council meets regularly to direct the affairs of the Society and co-opts members as required to participate in its deliberations. The Presidents of the Scottish and Welsh Intensive Care Societies continued to attend Council meetings as co-opted members. Development and management of specific activities is delegated to sub-committees who report their proceedings to Council.

The full-time staff of the Society work closely with appointed Officers and Council members to ensure the effective management of the organisation through its committee structure. Professional advisers are used to provide specialist advice in areas of investment, finance, law and property.

##### Risk Management

A formal comprehensive statement of all significant risks to which the Society is exposed and its financial controls has been reviewed and updated. Policies and procedures exist to manage material risks and maintain internal controls. The directors have established systems of internal control, comprising financial accounts and annual budgets, delegated authorities for operational management and segregation of duties, reviews of financial and investment performance and the identification and management of risks. They have also established budgetary procedures and controls to manage the commercial risks inherent in organising large scientific meetings.

A Finance Committee considers financial management and the development of policy, in addition to monitoring the financial position of the Society. The internal controls are subject to ongoing assessment and evaluation by the directors. The Honorary Treasurer reports on financial matters to each Council meeting of the Society. These meetings record the formal review and approval of all aspects of finance, internal controls and accounts.

## **THE INTENSIVE CARE SOCIETY**

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### **REPORT OF THE DIRECTORS AND TRUSTEES**

**FOR THE YEAR ENDED 31 DECEMBER 2013**

(continued)

#### **4 Objectives and Activities**

The principal activities of the Society are related to the advancement of public education in those branches of medical science concerned with critical care, the promotion of study and research into critical care, and the publication of the useful results of such study and research. These activities are directed towards the main objective of the improvement of patient care and safety and developing standards of care for intensive care units.

The Society maintains constructive dialogue with the bodies involved in training, career development and service provision in critical care. These included the Faculty of Intensive Care Medicine, the Royal Colleges of Anaesthetists, Physicians and Surgeons, the British Medical Association and multidisciplinary organisations such as the British Association of Critical Care Nurses and Critical Care Pharmacists. Through these, the Society has maintained its influence on multidisciplinary training in critical care and the development of an academic career structure in critical care medicine.

##### Education and Research

The Society offers an extensive programme of educational meetings, publications and participation in the development of all aspects of critical care education and training. In addition, the Society is leading critical care research in the UK through programmes funded by its direct grants, collaborations and external funding sources. These activities will continue to deliver the main strategic aims of the Society in fulfilling its charitable objects and delivering public benefit.

The Intensive Care Foundation was established in 2003 with the aim of facilitating and supporting critical care research through the members of the Intensive Care Society. The Foundation is part of the Society and a Foundation Board is responsible to Council for all research related activity. Research grants are advertised to attract high quality applications from those involved in intensive care. The progress and outcome of research projects is reviewed by the Committee and reported to Council. The Foundation aims to allow as many members of the clinical trials network as possible to be chief investigators in the different trials and provides funding to pump prime trials, which have subsequently been successful in attracting major funding. The Foundation's portfolio of projects has led to a number of publications and contributions to scientific meetings.

The Industry Partnership Scheme has fostered collaboration between the Society's members and the pharmaceutical and technical companies involved in the development and marketing of medicines and equipment for use in the critical care environment. At the end of the year, membership stood at 43 companies and the Society greatly values their participation and support which contributes to research and education.

#### **5 Achievements and Performance**

The Society is based at Churchill House with the Royal College of Anaesthetists, where seminars take place in the excellent educational facilities offered by the building. The Society continues to be the most influential body representing medical and other professions involved in critical care. The breadth of the Society has been strengthened by Council representation from nursing and allied health professional (AHP) members, and the nursing/AHP committee continued to promote multi-profession interactions.

Following the strategy review in 2012, the Society has completed a project to renew the membership database to provide efficient management of member records. In addition, it launched a new website for the benefit of both the membership and improved information for the public.

The Society continued to support its members in a number of ways, including advantageous subscription rates for nurses/AHP members and trainee doctors, the promotion of excellence for consultants through the Advisory Committee for Clinical Excellence Awards, and the provision of personal accident insurance. Alongside a range of benefits offered as part of the membership of the Society, the interests of members continue to be promoted widely with Royal Colleges, the NHS and other government departments.

## THE INTENSIVE CARE SOCIETY

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### REPORT OF THE DIRECTORS AND TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2013

(continued)

#### **5 Achievements and Performance - continued**

Involvement with the Department of Health continues informally, with the Society frequently asked for input on changes affecting the provision of intensive care. Mr Barry Williams retired as Chair of the Patient & Relatives Committee, which brings an important patient perspective to all of the Society's initiatives. An important contribution to informing children whose parents are patients in intensive care was the production of a comic book, with funding support from B Braun. A leaflet with guidelines on setting up patient support groups was also launched. There has also been consistent engagement with the Organ Donation Task Force and representation on a number of other important forums.

The Society's website contains information for members and the public and enables members to book onto educational meetings. The Society has approved a project to improve its design and functionality.

#### Education

Through the Standards, Safety and Quality Committee, the documents that define the standards of the delivery of critical care medicine in the UK are updated and new standards and guidelines are produced. This is an important aspect of the work of the Society in ensuring that the patients receive safe, high quality care. A number of new standards are in preparation and new procedures are being developed to secure NICE accreditation of future standards. The committee works in conjunction with the Faculty of Intensive Care Medicine.

The Society hosted its annual scientific meeting in London, which attracted a large number of delegates, with presentations from international speakers. The educational programme continued to benefit from support and participation from its industry partners. The Society's programme of one day seminars and training workshops continues to develop.

The Society plays a major role in education and training through its own Education committee and through membership of the critical care committees of the Royal Colleges of Anaesthetists and Physicians, representation on the Faculty of Intensive Care Medicine and collaboration with other organisations such as nursing and allied health professional organisations. The Society has endorsed the publication of high quality educational material by these organisations.

The Journal of the Intensive Care Society, first published in September 2000, continues to provide important articles on aspects of critical care medicine. The inclusion of regular critically-appraised reviews of topical publications and increased interest of members in submission of original research publications has raised its scientific profile. An editorial board supports the work of the co-editors, and the Society has appointed a new Editor-in-Chief, Dr Jonathan Handy. The Journal is available both as a paper subscription copy and via the website, with the provision of search facilities. It continues to be well regarded as a journal and is recognised by search engines such as Google Scholar and Embase.

#### Research

The Society continues as a significant sponsor of intensive care research in the UK through the Intensive Care Foundation, chaired by Dr Stephen Brett. The Foundation 'pump primes' and develops research projects through a peer review process, which then attract sponsorship from some of the major grant awarding bodies in the UK. In this way, the Foundation has helped to attract £10 million of funding for vital research into critical illness. The work of the Foundation is under its Co-Directors, Professors Danny McAuley and Gavin Perkins, who oversee a number of projects and continue to develop links with national funding bodies. The Foundation gratefully acknowledges support from a number of sources, including B Braun Medical who have funded the B Braun Intensive Care Foundation Award for an MSc into Clinical Trials and are funding the posts of Deputy Directors of Research.

The Research Committee, which is co-ordinated by the Intensive Care Foundation Board, has been able to make three grant awards of amounts up to £15,000 each to support clinical research as part of a New Investigators' programme. The Foundation was able to maintain a significant level of research expenditure, facilitated through the support of members and the continued success of the Industry Partnership Scheme.

During the year, the Foundation initiated a Research Prioritisation Project, with support from the James Lind Alliance, which will involve patients, clinicians and members of the public in an extensive consultation to identify priorities for future research in the field of intensive care.

**THE INTENSIVE CARE SOCIETY**  
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REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2013  
(continued)

**5 Achievements and Performance - continued**

Communication and related activities

The e-Newsletter has continued as a primary communication channel between Council and the membership. Communication between the Society and its members has been enhanced through continued use of electronic communication. There is an active Linkman system with representation from both consultants and trainees, which facilitates communication in individual hospitals and networks.

The Society represented the profession on an increasing number of government and related bodies. Contributions have been made to national issues of governance and professional regulation through the General Medical Council. It continues to work closely with the Department of Health, with significant participation in projects for major disaster preparedness and pandemic influenza planning. The Society has continued its assistance to providers of health care outside the NHS regarding standards for the provision of high dependency and intensive care. The committee structure of the Society allows members to contribute to the work of the Society and also to bring the views of the membership to Council.

Requests from the media for information or comments related to areas of topical interest are frequently made to the Society. Council members always try to ensure that the responses provided are based on advice from colleagues with appropriate expertise, in a manner that will be understood by the public, and, wherever possible, that they continue to improve the profile of critical care medicine. The Society is developing its capability to communicate with, and inform, public media on intensive care issues.

Further details of the Society's activities are given in its Annual Review and more information on the activities of the Society is available on the ICS website.

**6 Financial Review**

The result for the 12 months ended 31 December 2013 was an overall surplus of £109,177 (2012: surplus £97,453). Unrestricted funds had a surplus of £108,380, after a transfer of £50,000 to the Intensive Care Foundation Restricted Fund (2012: surplus of £78,218). The Memorandum of Association prohibits the payment of a dividend.

The main sources of income were subscriptions from members, which increased to £462,853, reflecting an increase in membership, and slightly lower registration fees and associated income from meetings and seminars of £518,068. The Industry Partnership scheme continued to provide an important link with companies providing products and services for critical care. Membership of the scheme increased and generated an income of £181,000, which financially supports the education and research programme. Other income received was mainly from advertising revenue from the Society's journal.

Donations provided the main contribution to funding the Intensive Care Foundation, including Society members whose donations supported grant awards to New Investigators. The Foundation co-ordinates all research undertaken by the Society and a transfer of £50,000 from the unrestricted fund surplus for the year enabled the Foundation to cover net expenditure and maintain its programme. B Braun continued funding for the Intensive Care Foundation Deputy Directors of Research, with a grant of £15,000.

The total cost of administering the Society increased to £532,750, with additional staffing and IT support costs. These costs comprised Membership and Support Services and Governance, and include maintaining and staffing a secretariat for members and to support activities, the journal JICS, together with committees and the management costs of Council. Allocations of staffing and administration costs related to meetings and seminars, publications, the Industry Partnership Scheme and the Intensive Care Foundation are made to reflect the proportion of time and costs incurred. This is reassessed each year, and resulted in an increase in the amounts allocated. Governance costs are directly allocated or apportioned on an assessed basis, and in the previous year included additional costs for conducting a strategy review and implementing constitutional changes.

A new restricted fund – the Bennett Fund – was established to enable leading intensivists to travel to the annual State of the Art meeting to conduct a session with trainee intensivists. Income was received during the year and a grant was made to cover the costs of the first speaker.

**THE INTENSIVE CARE SOCIETY**  
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REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2013  
(continued)

**6 Financial Review – continued**

The outcome of the Society's educational activities, after deducting expenses, was an overall deficit due to lower income and higher costs for the State of the Art scientific meeting. The financial policy on meetings is to set delegate fees to achieve break even after direct and allocated costs. Any surpluses generated are used to further the educational programme. The winter State of the Art meeting held in London represents the main financial risk to the Society.

All research related expenditure is co-ordinated by the Intensive Care Foundation and reported as Restricted Fund expenditure. Spending on New Investigator grants was £43,505, with three awards, and a travelling fellowship of £2,000 was awarded. The management and support costs for the Foundation totalled £72,412, together with the costs of the two Deputy Directors of Research which were funded by a grant from B Braun. As part of the activities of the Intensive Care Foundation, progress was made in multicentre research trials funded by the Foundation and grants received. A major project to identify research priorities is in progress, in collaboration with the James Linde Alliance. The Foundation's fund balance stood at £55,540 at the end of the year.

The investment portfolio comprised mainly shares and investment trusts in line with the Society's agreed ethical policy. The value of investments at the market prices ruling on 31 December 2013 resulted in a further increase in value due to improving global stock markets. The investments represent funds held for the development of the Society's activities in the medium to long term and have generated income over the year. Surplus cash is held on deposit.

The Society completed a major Database project to redevelop the membership database and integrate the website. The total cost of the project was £142,000 and will enable improved administration, member services and a more effective website.

Investment Powers and Policy

Under its Memorandum of Association the Society has the power to invest without restriction. The Society has adopted an ethical investment policy reflecting its position as a medical charity. The Society has set risk objectives, together with guidelines on diversification of the portfolio. Periodic reviews are undertaken with the investment manager.

Reserves Policy

The policy on reserves, represented by cash and invested funds, is to use these to support and develop the Society's long term activities. Unrestricted funds are held as cash on deposit or readily realisable investments to meet approximately three months operating expenditure. Cash deposits held include amounts set aside for research spending by the Intensive Care Foundation and other Restricted Funds.

The unrestricted reserves of the Society are represented by the General Fund and the Whitaker Achievement Award designated fund.

The administration costs are covered primarily by regular income from annual membership subscriptions, which are due at the beginning of each year. The reserves policy was met, which requires a minimum of £150,000 in cash or readily realisable investments to cover three months operating expenditure.

**7 Plans for Future Periods**

In the coming year, the Society will continue its extensive programme of education and training, major research funding, and to represent its members in the ongoing development of critical care for the benefit of all patients and their families. Council intends to progressively implement its plans following the strategy review to ensure that the Society fulfils its unique role in UK critical care in the most effective way. The focus will be on continuing to develop the Society's communications, internally and externally, and further projects to harness the benefit of the redeveloped database and website. The Society will build on the success of the scientific meeting in London in December 2013, and the seminar programme, with joint meetings involving related specialties. The Industry Partnership Scheme, reflecting the important partnership between industry and the Society, will be actively developed in support of its aims.

## **THE INTENSIVE CARE SOCIETY**

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### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2013**

(continued)

#### **7 Plans for Future Periods - continued**

The Society will continue to develop its leading position in critical care research through the Intensive Care Foundation. The Foundation receives funding from the Society and will continue to develop its fundraising programme to support its activities. The Foundation will complete the Research Prioritisation Project and engage patients and the public in the outcomes, which will identify research topics that will become future clinical trials. The Journal of the Intensive Care Society will continue to develop its scientific status, with the aim of raising its profile and quality. Continuing developments are the use of podcasts to provide information from the Journal and the Trainee committee use of social media to improve communication with both professionals and public.

#### **8 Fixed Assets**

There were additions to fixed assets as shown in note 11.

#### **9 Statement of Directors' and Trustees' Responsibilities**

The trustees (who are also directors of the Intensive Care Society for the purposes of company law) are responsible for preparing the Report of the Directors and Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### **10 Auditors**

MHA MacIntyre Hudson is deemed to be re-appointed under section 487(2) of the Companies Act 2006.

#### **11 Special Exemptions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed on behalf of the Board

4 March 2014

**J R Goodall**  
Director

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS  
OF THE INTENSIVE CARE SOCIETY**

We have audited the financial statements of The Intensive Care Society for the year ended 31 December 2013 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. The financial reporting framework that has been applied to their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charitable company's members and 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and trustees and auditor**

As explained more fully in the Directors' and Trustees' Responsibilities Statement set out on page 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with regulations made under those acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

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

**Opinion on the financial statements**

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2013 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 Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion the information given in the Directors' and Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 and Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' and Trustees' Annual Report.

10 March 2014

New Bridge Street House  
30-34 New Bridge Street  
London EC4V 6BJ

**Rakesh Shaunak FCA**  
(Senior Statutory Auditor)  
For and on behalf of  
MHA MacIntyre Hudson  
Chartered Accountants  
& Statutory Auditor

MHA MacIntyre Hudson is eligible to act as auditor in terms of section 1212 of the Companies Act 2006.

**THE INTENSIVE CARE SOCIETY**

(Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2013  
(Incorporating the Income and Expenditure Account)**

	Notes	Unrestricted Funds £	Restricted Funds £	2013 Total Funds £	2012 Total Funds £
<b>Incoming Resources</b>					
<b><i>Incoming resources from generated funds</i></b>					
<b><i>Voluntary Income</i></b>					
Subscriptions		462,853	-	462,853	450,943
Grants		-	15,000	15,000	15,000
Donations		-	76,497	76,497	68,701
<b><i>Activities for generating funds</i></b>					
Industry memberships		181,000	-	181,000	157,000
Fundraising events		-	23,033	23,033	9,260
Investment income	2	13,881	-	13,881	15,977
Other income		29,707	9,760	39,467	26,280
<b><i>Incoming resources from charitable activities</i></b>					
Meetings income	3	518,068	-	518,068	538,651
<b>Total Incoming Resources</b>		<b>1,205,509</b>	<b>124,290</b>	<b>1,329,799</b>	<b>1,281,812</b>
<b>Resources Expended</b>					
<b><i>Cost of generating funds</i></b>					
	4	36,830	18,417	55,247	51,014
<b><i>Charitable activities</i></b>					
Grants and research	5	-	155,076	155,076	139,270
Meetings expenditure	3	571,521	-	571,521	564,208
Membership and support services	7	484,405	-	484,405	417,727
<b><i>Governance costs</i></b>					
	8	48,345	-	48,345	75,102
<b>Total Resources Expended</b>		<b>1,141,101</b>	<b>173,493</b>	<b>1,314,594</b>	<b>1,247,321</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>64,408</b>	<b>(49,203)</b>	<b>15,205</b>	<b>34,491</b>
<b>Transfers</b>	17	<b>(50,000)</b>	<b>50,000</b>	<b>-</b>	<b>-</b>
<b>Other Recognised Gains and Losses</b>					
<b>Gains/(Losses) on investments</b>					
Realised		30,153	-	30,153	9,632
Unrealised		63,819	-	63,819	53,330
Net Movement in Funds		108,380	797	109,177	97,453
Fund balances brought forward		949,188	93,232	1,042,420	944,967
<b>Fund balances carried forward at 31 December</b>		<b>£1,057,568</b>	<b>£94,029</b>	<b>£1,151,597</b>	<b>£1,042,420</b>

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

All incoming resources and resources expended derive from continuing activities.

The notes on pages 11 to 18 form part of these accounts.

**THE INTENSIVE CARE SOCIETY**  
(Company Limited by Guarantee)

**BALANCE SHEET**  
31 DECEMBER 2013

	Notes	2013		2012	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	11	144,165		100,439	
Investments	12	614,134		523,135	
			758,299		623,574
<b>CURRENT ASSETS</b>					
Debtors	13	110,665		62,910	
Cash at bank and in hand		301,845		232,000	
Cash Deposit		225,750		522,337	
		638,260		817,247	
CREDITORS: amounts falling due within one year	14	244,962		398,401	
			393,298		418,846
<b>NET ASSETS</b>		<b>£1,151,597</b>		<b>£1,042,420</b>	
Represented by:					
<b>UNRESTRICTED FUNDS</b>					
General Fund	16		1,052,320		943,940
Designated Funds					
Whitaker Achievement Award	16		5,248		5,248
<b>RESTRICTED FUNDS</b>	17		94,029		93,232
			<b>£1,151,597</b>		<b>£1,042,420</b>

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

**M C Bellamy** Director

**J R Goodall** Director

Formally approved by Council on 4 March 2014.

The notes on pages 11 to 18 form part of these accounts.

Company Registration Number 02940178

## THE INTENSIVE CARE SOCIETY

(Company Limited by Guarantee)

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2013

#### 1 ACCOUNTING POLICIES

- (a) The accounts are prepared under the historical cost convention (as modified to include the revaluation of investments) in accordance with the Charities Act 2011, Statement of Recommended Practice - 'Accounting and Reporting by Charities' (SORP 2005), applicable accounting standards and the Companies Act 2006.
- (b) Incoming Resources  
'Subscriptions' are accounted for when received. No accrual is made for outstanding subscriptions as membership lapses on non-payment.  
'Grants' and 'Donations' are accounted for when receivable. Grants for future expenditure received subject to conditions are deferred and released to income when the conditions are met.  
'Industry memberships' are accounted for when receivable.  
'Fundraising events' includes sponsorship and other income related to events.  
'Meetings income' includes registration fees and associated income received from meetings, workshops and seminars.  
All other income is accounted for when receivable.
- (c) Fixed assets are recorded at cost. Depreciation is charged on a straight line basis at the following annual rates in order to write off the cost of each asset over its estimated useful life. Assets in the course of development are depreciated from the date of commissioning.

Rates currently used are:

Office Equipment and Furniture	20%-33% of cost
Other Equipment	20% of cost
Computer Equipment	33% of cost
Database	20% of cost

- (d) Investments are stated at mid-market value at the balance sheet date. The Statement of Financial Activities includes the net realised and unrealised gains and losses arising on changes in valuation and disposals throughout the year.
- (e) All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.  
'Cost of generating funds' are those costs incurred related to Industry memberships and voluntary contributions, including fees for professional fundraising.  
'Grants and research' include awards made by Council and expenditure is accrued except where a related grant receipt is subject to conditions that will be met in a future accounting period.  
'Meetings expenditure' includes the direct costs of meetings, workshops and seminars and an allocation of staff and support costs.  
'Membership and support services' are those costs incurred in providing information and publications and supporting other charitable activities. These represent support costs as defined by SORP 2005.  
'Governance' costs are the costs of running the charity and include Council expenses, audit, and costs associated with meeting constitutional and statutory requirements.  
'Management and administration costs' are those incurred in connection with administration of the charity through committees, and professional fees. Costs which cannot be directly attributed have been allocated on a basis consistent with the use of the resources.
- (f) Fund Accounting  
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.  
Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of the funds is set out in the notes to the financial statements.  
Restricted funds comprise receipts given for a particular purpose or project and in agreement with the donor will be used for that purpose.
- (g) Pension Costs  
The Intensive Care Society operates a defined contribution pension scheme. Contributions are made for eligible staff and assets are held in independently managed funds.

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(continued)

2 INVESTMENT INCOME

	2013 £	2012 £
Interest on cash deposits	1,595	1,882
Dividends and interest	12,286	14,095
	13,881	15,977

3 MEETINGS SURPLUS/(DEFICIT)

	<u>Income</u> £	<u>Expenditure</u> £	2013 £	2012 £
Scientific Meetings	419,679	497,180	(77,501)	(49,433)
Workshops and Seminars	98,389	74,341	24,048	23,876
	518,068	571,521	(53,453)	(25,557)

The staff and administrative costs associated with meetings, workshops and seminars are included in expenditure.

4 COST OF GENERATING FUNDS

	2013 £	2012 £
Unrestricted		
Fees	5,830	5,446
Expenses	31,000	36,112
	36,830	41,558
Restricted		
Expenses	18,417	9,456
	18,417	9,456

Fees were incurred in the management of the investment portfolio. Expenses relate to the costs of managing the Industry Partnership Scheme and fundraising for the Intensive Care Foundation.

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(continued)

## 5 GRANTS AND RESEARCH

	2013	2012
Restricted	£	£
Grants	45,505	43,213
Research Trials	5,718	13,953
B Braun Grants	16,052	13,994
Research Prioritisation Project	12,102	-
Bennett Fund grant	3,287	-
Management and other costs	72,412	68,110
	<u>155,076</u>	<u>139,270</u>

The Intensive Care Foundation made research grants and incurred management and other costs in developing the Society's research activity. During the year, the Foundation awarded three research grants (2012: three grants), and in addition awarded a Travelling Fellowship. Management and other costs for the Intensive Care Foundation included the costs of the Co-Directors of Research for the management of the research program and an allocation of staff costs.

Spending against Research Trials related to one research trial funded by grants received; no new trials grants were made in the year (2012: none). Grants from B Braun funded the B Braun MSc Awards and supported the costs of the Foundation's Deputy Directors of Research. The Research Prioritisation Project is funded by the Intensive Care Foundation and incurred costs for workshops, consultations, project management and related costs.

The first grant from the Bennett Fund was made to cover travel costs of a leading speaker to conduct a session with trainee intensivists at the annual State of the Art meeting.

Research spending is Restricted Fund expenditure within three funds. Incoming Resources and expenditure in these funds is shown in Note 17.

## 6 STAFF COSTS

	2013	2012
	£	£
Salaries and contract staff	318,127	297,046
Social security costs	33,105	28,763
Pension costs	26,116	21,841
Recruitment and other staff costs	46,090	21,395
	<u>423,438</u>	<u>369,045</u>
less: allocation of costs transferred		
- Meetings	(147,325)	(128,000)
- Intensive Care Foundation	(39,000)	(37,000)
- Industry Partnership Scheme	(30,000)	(35,000)
- Publications	(15,000)	(14,000)
	<u>192,113</u>	<u>155,045</u>

During the year an average of eleven staff (2012: nine) were employed in the administration of the Society. Additional costs were incurred in recruitment and staffing to cover periods of maternity leave and in outsourced human resource services. A share of staff costs has been allocated to scientific meetings, workshops and seminars, to publications and to the Industry Partnership Scheme on the basis of time spent. Staff costs were also allocated to the Intensive Care Foundation. No employee earned more than £60,000 per annum (2012: none).

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FOR THE YEAR ENDED 31 DECEMBER 2013  
(continued)

7 MEMBERSHIP AND SUPPORT SERVICES

	2013 £	2012 £
Staff costs: less allocation to activities (Note 6)	192,113	155,045
Accommodation costs	57,678	62,593
Printing and publications	94,542	91,058
Linkman	-	863
Post and carriage	7,195	7,824
Insurance	22,495	18,689
Office costs	16,206	14,281
Website costs	6,891	4,802
IT support	46,023	18,620
Other support costs	29,375	23,604
	280,405	242,334
less: allocation of costs to meetings	(57,000)	(55,000)
	223,405	187,334
Management and administration (Note 8)	68,887	75,348
	484,405	417,727

Membership and support services comprise staff and other operating costs for membership services, committees and support for other activities, together with printing costs for the Society's journal.

8 GOVERNANCE COSTS

	2013 £	2012 £
Council expenses	34,415	37,552
Annual Report and Meeting	2,492	11,413
Future Strategy	-	15,899
Legal and professional fees	7,668	6,655
Auditors' remuneration	3,770	3,583
	48,345	75,102

Allocation of Governance and Management and Administration costs:

	Governance £	Management & Administration £	2013 £
Council expenses	34,415	-	34,415
Committee expenses	-	28,207	28,207
Representation expenses	-	11,705	11,705
Annual Report and Meeting	2,492	-	2,492
Legal and professional fees	7,668	28,075	35,743
Auditor's remuneration	3,770	-	3,770
Other costs	-	900	900
	48,345	68,887	117,232

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9 TRUSTEES' EXPENSES

Trustees received no remuneration (2012: Nil). Expenses received for attending meetings totalled £10,947 for 21 trustees (2012: £12,306 for 17 trustees).

10 TAXATION

The company is exempt from income and corporation taxes under s466 to s493 of the Corporation Tax Act 2010.

11 TANGIBLE FIXED ASSETS

	Office Equipment and Furniture £	Other Equipment £	Database £	Total £
Cost				
At 1 January 2013	79,252	9,921	82,682	171,855
Additions	588		59,427	60,015
Disposals	(9,695)	-	-	(9,695)
At 31 December 2013	<u>70,145</u>	<u>9,921</u>	<u>142,109</u>	<u>222,175</u>
Depreciation				
At 1 January 2013	68,196	3,220	-	71,416
Depreciation for the period	2,785	1,661	11,843	16,289
Disposals	(9,695)	-	-	(9,695)
At 31 December 2013	<u>61,286</u>	<u>4,881</u>	<u>11,843</u>	<u>78,010</u>
Net Book Value				
At 31 December 2013	<u>8,859</u>	<u>5,040</u>	<u>130,266</u>	<u>144,165</u>
At 31 December 2012	<u>11,056</u>	<u>6,701</u>	<u>82,682</u>	<u>100,439</u>

A Database project to redevelop the Society's membership database and website was completed during the year. The expenditure is being depreciated over the economic life of the asset.

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(continued)

12 INVESTMENTS

	2013 £	2012 £
Market value at the beginning of the year	523,135	402,150
Additions at cost	214,858	109,339
Disposals	(175,152)	(37,959)
Net unrealised gain/(loss) on revaluation	51,293	49,605
	614,134	523,135
 <i>Analysis of investments</i>		
Shares - UK Listed	544,101	485,257
Fixed Interest	-	19,138
	544,101	504,395

Holdings of 5% or more in value of the total portfolio comprised:

	£
8,600 Blackrock Latin American Investment Trust US10c	37,345
22,000 International Consolidated Airlines Ordinary €50c	88,308
10,350 J P Morgan indian Investment Trust Ordinary 25p	34,465
5,300 J P Morgan Emerging Markets Investment Trust Ordinary 25p	42,549
1,350 Rio Tinto Ordinary 10p	46,028
3,100 Rolls Royce Holdings Ordinary 20p	39,525

13 DEBTORS AND PREPAYMENTS

	2013 £	2012 £
Trade Debtors	36,273	29,496
Other debtors	39,458	10,921
Prepayments	34,934	22,493
	110,665	62,910

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FOR THE YEAR ENDED 31 DECEMBER 2013  
(continued)

14 CREDITORS

	2013 £	2012 £
Trade Creditors	127,300	215,907
Other creditors	9,410	3,545
Accruals	92,307	116,744
Deferred income	-	29,000
Receipts in advance (Note 15)	15,945	22,795
Other taxation and social security costs	-	10,410
	244,962	398,401

Deferred income arising from the Industry Partnership Scheme is released to income in the following year.

15 RECEIPTS IN ADVANCE

	2013 £	2012 £
At the beginning of the period	22,795	10,877
Subscriptions and other receipts	13,930	20,780
Released to Statement of Financial Activities	(20,780)	(8,862)
	15,945	22,795

Receipts in advance include advertising, subscriptions, together with delegate and exhibition fees.

16 UNRESTRICTED FUNDS

The movement in reserves and unrestricted funds was as follows:

	General Fund £	Whitaker Achievement Award £
At the beginning of the period	943,940	5,248
Statement of Financial Activities	158,380	-
Transfer to Restricted Funds	(50,000)	-
	1,052,320	5,248

Under the VAT Act 1994 as amended by the VAT [Education] [No 2] Order 1994, the Society is an eligible body exempt from VAT on supplies of education. All surpluses from these supplies at scientific meetings, workshops and seminars included in the General Fund are utilised for educational activities.

The Whitaker Achievement Award was established to utilise a bequest from the late Dr Tony Whitaker. This provides funding for a periodic award for outstanding contributions to intensive care.

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17 RESTRICTED FUNDS

	Trials Grants £	B Braun Grants £	Intensive Care Foundation £	Bennett Fund £	Restricted Funds £
At the beginning of the period	5,718	23,659	63,855	-	93,232
Incoming resources	-	15,000	90,121	19,169	124,290
Expenditure	(5,718)	(16,052)	(148,436)	(3,287)	(173,493)
Transfer from Unrestricted Funds	-	-	50,000	-	50,000
At the end of the period	-	22,607	55,540	15,882	94,029

All research related activity of the Society is co-ordinated by the Intensive Care Foundation with funding held in Restricted Funds.

Trials grants were received towards a research trial awarded in 2011. B Braun Grants represent funding for B Braun MSc awards and support for the Deputy Directors of Research of the Intensive Care Foundation.

The Intensive Care Foundation received donations and income from fundraising events of £90,121 and incurred £148,436 in expenditure for supporting clinical trials, fundraising, management and other costs. The Society provided further funding for the research programme with a transfer of £50,000 from unrestricted funds towards the net expenditure of the Foundation.

The Bennett Fund was established to provide funding for the travel costs of eminent speakers to attend the Society's State of the Art scientific meeting and conduct a session with trainee intensivists.

18 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Restricted Funds</u> £	<u>Unrestricted Funds</u> £	<u>Total Funds</u> £
Funds balances at 31 December 2013 are represented by:			
Fixed Assets	-	758,299	758,299
Debtors	-	110,665	110,665
Cash at Bank and in hand	1,000	300,845	301,845
Cash Deposit	93,029	132,721	225,750
Creditors: amounts falling due within one year	-	(244,962)	(244,962)
	94,029	1,057,568	1,151,597

19 OPERATING LEASE COMMITMENTS

At 31 December 2013, the Society had the following commitment in respect of an operating lease for land and buildings which expires on 31 August 2016:

	2013 £	2012 £
Expiring in two to five years	36,987	35,818

20 CAPITAL COMMITMENTS

There were no capital commitments.