

ANNUAL REPORT AND ACCOUNTS

of the Council of
the Institution of Engineering Designers
1 January 2023 to 31 December 2023

THE INSTITUTION OF ENGINEERING DESIGNERS
REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees at as 31 December 2023

Professor Kay Bond BEng PhD CEng MIMechE MIED ¹
D T H Castle IEng RCADMan FIED(PCh) MBCS CITP (Immediate Past Chair) ^{2,3}
T N Channell MEng CEng MIED
D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice Chair)
J Harrison-Furse BA(Hons) EngTech MIED ⁶
A T A Keegan CEng FIED(PCh) ²
M Lynch BSc(Hons) MSc CEng MIED ⁵
Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
A Penn BSc(Hons) MSc CTPD MIED ^{3,5}
N Phelps IEng MIED MIET ^{2,3}
J Roberts MEng CEng MIED ⁵
Professor P J Sewell BEng(Hons) PGCert PhD MIMechE FHEA CEng FIED ^{1,2}
E Tarrant BSc(Hons) STEM EngTech RCP MIED
Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED FHEA ^{1,2}
I Treacy BA MSc IEng MIED MIET
Eurling S P Vaitkevicius BEng(Hons) MSc CEng FIED
Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD FIED (Vice Chair)
R Yuen MEng CEng FIED MICE MAPM (Chair) ²

Trustee & Honorary Treasurer

S J Benfield CEng CEnv CTPD FIED(PCh) MAPM ^{2,3,4,5}

¹ Education and Training Committee

² Membership Accreditation Board

³ Membership Committee

⁴ Editorial Committee

⁵ Inclusion, Equity and Diversity Committee

⁶ Communications Committee

Secretary

Mrs E K Meyrick BSc(Hons) FRSA

Charity number

1145678

Principal address

Courtleigh
Westbury Leigh
Westbury
Wiltshire
BA13 3TA

Independent Examiner

Martin Gurney FCA
Haines Watts
Old Station House
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Swindon
Wiltshire
SN1 3DU

THE INSTITUTION OF ENGINEERING DESIGNERS

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Lloyds Bank
37 Market Place
Warminster
Wiltshire
BA12 9BD

Solicitors

Thrings LLP
6 Drakes Meadow
Penny Lane
Swindon
Wiltshire
SN3 3LL

Accountants

Haines Watts
Old Station House
Station Approach
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THE INSTITUTION OF ENGINEERING DESIGNERS

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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their report and the financial statements for the year ended 31 December 2023.

The accounts comply with the Charities Act 2011, the charity's governing document and the 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).

Structure, governance and management

a. Constitution

The charity is controlled by its governing document, the Royal Charter, By-laws and Regulations.

The trustees who served during the year were:

S J Benfield CEng CEnv CTPD FIED(PCh) (Elected as Honorary Treasurer 8 July 2023)
(Councillor/Honorary Treasurer)

Professor Kay Bond BEng PhD CEng MIMechE MIED
(Councillor)

D T H Castle IEng RCADMan FIED(PCh) MBCS CIP (Resigned as Chair 8 July 2023)
(Chair/Immediate Past Chair)

T N Channell MEng CEng MIED (Councillor)

D Farrell BSc(Hons) MTech CEng CTPD FIED (Vice
Chair)

J Harrison-Furse BA(Hons) EngTech MIED (Councillor)

A T A Keegan CEng FIED(PCh) (Honorary Treasurer/Councillor) (Resigned as Honorary Treasurer 8 July 2023)

Eurlng C Ledsome BEng MEng CEng FBIS FIMechE FIED (Deceased 3 February 2023)
MCMI MDS (Immediate Past Chair/Councillor)

M Lynch BSc(Hons) MSc CEng MIED (Councillor)

Dr E Pei BA(Hons) MSc PhD CTPD CEng CEnv FIED
(Councillor)

A Penn BSc(Hons) MSc CTPD MIED (Councillor)

N Phelps IEng MIED MIET (Councillor)

J Roberts MEng CEng MIED (Councillor)

Professor P J Sewell BEng(Hons) PGCert PhD MIMechE
FHEA CEng FIED (Councillor)

E Tarrant BSc(Hons) STEM EngTech RCP MIED
(Councillor)

Dr G A L Tizzard BSc MPhil DIC PhD MIEEE CEng MIED
FHEA (Councillor)

I Treacy BA MSc IEng MIED MIET (Councillor)

Eurlng S P Vaitkevicius BEng(Hons) MSc CEng FIED
(Councillor)

Dr B Watson MDes(Hons) PhD LCGI CEng CEnv CTPD
FIED (Vice Chair)

R Yuen MEng CEng FIED MICE MAPM (Elected as Chair 8 July 2023)
(Councillor/Chair)

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

b. Method of appointment or election of Trustees

The Officers of Council - Chair and Vice Chairs - are elected annually by the Council. An election to Council is held annually in which up to one third of Council are obliged to stand down. They may be re-nominated by Council. Any three Corporate Members may also nominate a qualifying Corporate Member. A postal ballot of all Corporate Members is held where the total number of nominations exceeds the number of vacancies.

The appointment of officers and election of Council is governed by By-laws 40 to 46 of the Institution's governing document. The Honorary Treasurer shall be elected to the post annually by Council.

c. Policies adopted for the induction and training of Trustees

New members of Council are inducted with the appropriate NCVO guidelines.

d. Organisational structure and decision making

Organisation and Structure

To ensure the efficient use of the elected Councillors a Board and Committee structure is in place which involves the commitment of as many of the elected Councillors as possible in the ongoing affairs of the Institution. A small permanent staff headed by the Secretary is employed by Council to deal with the day-to-day administration of the membership, Engineering Council registration matters, the publication of the Institution's journal Engineering Designer, financial matters and the administration and organisation of its course and conference activities.

Events since the end of the period

Information relating to events since the end of the period is given in the notes to the financial statements.

Staff

As the financial year closed the Institution employed three full-time and three part-time members of staff, including the Secretary. Mr David Osborne - Accounts Officer, Mrs Linda Parry – Membership Officer, Mrs Nadine Pearce - PA to the Secretary, Mrs Jo Winslow - Education and Training Officer and Mrs Denise Watson - Administrative Assistant, continue to give the Institution invaluable service.

The Secretary's remuneration is set at annual review by the Trustees.

Wider network

At present the Institution does not consider itself to be part of a wider network.

Engineering Council/EngineeringUK

The Institution's relationships with the Engineering Council and EngineeringUK remain the most important of all its relationships with other charities and organisations. The Institution continues to work closely with both bodies, Mr Neil Phelps represents the Group B college on the Engineering Council Board and other members of Council represented the IED as Liaison Officers and on the Engineering Council's Quality Assurance Committee (QAC).

The Design Society

The Design Society is an international body dedicated to promoting the best in design practice and education. The Institution has co-operated with the Society in the past and the two bodies again came together to collaborate during 2023 as partners in the very successful Engineering and Product Design Education Conference, hosted by Barcelona University.

The Royal Academy of Engineering

The IED continues to work to the Diversity Concordat, with a view to working towards encouraging membership from a wider range of backgrounds. The Secretary also sits on the 'Professional Engineering Committee' administered by the Academy and the Academy's National Engineering Policy Centre. In addition, members of the IED contributed to reports drawn up by the Academy during the year and the Secretary was invited to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

The Society for the Environment

The Institution has a licence to award Chartered Environmentalist (CEnv) and Registered Environmental Practitioner (REnvP) status to suitably qualified and experienced members. The Secretary and a volunteer member continue to serve on the Council and Registration Authority of the Society.

e. Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include: loss of licences from Engineering Council and Society for the Environment, loss of key members of staff, loss of tenants at Courtleigh, lack of income from sponsors, seminars or registrations, fire or flood. These and other risks are included on a risk register, with mitigation, actions, response and responsibilities allocated accordingly.

Objectives and activities

a. Policies and objectives

Mission Statement

We work to inspire, develop and promote professionals working in engineering and product design. Setting standards and competencies for our members who advance and progress society by providing technical products and solutions.

Objects

The main objects of the Institution are to:

- Advance education in Engineering and Technological Product Design and, more particularly, the species of knowledge and application which distinguishes Engineering Design, and the profession directly concerned with Engineering Design;
- Constitute a body of members qualified to a generally recognised high standard

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Notes:

1. The remaining supporting objects are printed in the Royal Charter of the Institution, a copy of which is available on request from the Institution's Headquarters tel: +44 (0) 1373 822801, email ied@ied.org.uk and on the website www.ied.org.uk.

b. Strategies for achieving objectives

Strategy

The Institution's Strategy Document is updated on an annual basis following review by the Council. This document provides the basis from which the objectives in the Mission Statement are developed for the furtherance of the Institution. A new five year strategy was launched at the end of 2022.

Risk review

The Council has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to income have led to the development of a strategic plan.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

c. Activities for achieving objectives Significant activities

The following projects were progressed:

- Project Courtleigh, an initiative aimed at utilising the asset that is the IED HQ, has moved forward with the submission of a planning application for development of part of the grounds. A decision is awaited.
- The work of the Inclusion, Equity and Diversity Committee continues, with projects rolled out across the IED with the aim of improving the diversity of membership representation across the Institution.
- 'Project IED' was rolled out – a group of initiatives aimed at a number of outcomes, including widening membership, improving communications, providing a greater range of membership services and looking at non-membership revenue. A group of Trustees are steering these various projects which will help the IED become the Institution of the future. The launch of Associate grade of membership and a mentoring scheme are two of the outcomes from this project.
- A new Communications Committee was formed, with the aim of improving connections with existing and potential membership, a strategy is under development, for roll out over the next twelve months.

d. Volunteers

Other than trustees, assessors and committee members the Institution does not rely on volunteers.

Achievements and performance

a. Review of activities General Progress

Objectives

The main objective for 2023 was to continue to provide membership and registration services and support to IED members. The development of the Communications Committee is aimed at addressing some of the challenges of attracting and retaining members.

Membership

The fluctuations in membership over the period covered by this report are as follows:

	Dec 2023	Dec 2022
Fellows	151	162
Members	1,239	1,273
Students (including OU)	2,864	2,401
Affiliates	13	16
Associate (new grade in 2023)	50	-
Total	4,317	3,852

Efforts are being made to attract more Member grade professionals to replace those coming to the end of their careers but numbers remain fairly constant overall. The launch of the new Associate grade of membership, via a recommendation scheme to active members, has been very successful, with over 50 applicants so far – some of whom have already converted to Member grade. The aim of the scheme is to offer AIED free of charge for a limited period and to advise on upgrading to Member and registration within that period of time.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Continuing Professional Development

The 'MyCareerPath' CPD scheme run by the Engineering Council has been available to IED Members since 2013 with all new members encouraged to enrol. The competencies for MIED, CEnv, CTPD and RProdDes have been uploaded to the system. The Engineering Council have introduced mandatory CPD monitoring for all PEIs. The IED developed a monitoring and feedback process to meet this requirement which was further refined in 2023. 10% of registrants were randomly sampled and asked to provide up-to-date CPD records for the previous 12 months, of these 10% were reviewed by the Membership Committee and feedback given to responders.

Publications

A further four issues of *Engineering Designer* were published during the period covered by the report. Once again the policy has been to publish as many articles written by members as possible covering a wide range of subjects. In addition to automatic circulation to its members the magazine remains available by subscription and is circulated free-of-charge to a number of educational establishments. The publication is available electronically to all members including those who live internationally and non-paying students. In addition to the four printed copies there were also 12 monthly digital publications, available online to members and the wider public.

Charitable activities

The following activities took place:

- A return to in-person accreditation visits at universities and colleges in the UK. The purpose of these visits is to assess the standards of design courses, in terms of content, delivery, staff development, student attainment, resources, support and industry satisfaction.

The IED works with a number of other bodies to further the promotion and development of Engineering and Design:

- Four IED members volunteer for various BSi Committees advising on the development of relevant standards.
- The Secretary represents the IED on the Professional Engineering Committee, a body which encompasses the Royal Academy of Engineering, Engineering Council, EngineeringUK and all UK PEIs, providing a port-of-call for government regarding engineering policy consultation as well as being an active body promoting engineering excellence and awareness to the general public.
- The Secretary continued to Chair the EECG (Engineering Ethics Coordination Group), an ongoing project overseeing the implementation of the recommendations of a report into ethics in engineering as drawn up by the Royal Academy of Engineering and the Engineering Council.
- Volunteer members also sit on the QAC and RSC Committees at the Engineering Council, the EAB and Council and RSA of the Society for the Environment.

Other Activities

The Institution either ran or participated in the following events during the year:

- The Institution again joined forces with the Design Society in 2023 to run a joint Engineering and Product Design Conference, with the theme of Responsible Innovation for Global Co-Habitation. The conference was a two-day virtual event hosted by Barcelona University, where a total of 118 papers were presented. The event was a great success with 152 attendees.
 - The IED continued working with IOM3, RCA, the Crafts Council and independent advisors on MaDE (Materials and Design Exchange), part of the materials knowledge transfer network. The group's aim is to increase and encourage communications between designers and materials scientists.
 - The IED also worked with a number of colleges and universities during 2023 to accredit their educational programmes. Panels of volunteer assessors, accompanied by the IED Secretariat, carried out 10 accreditation visits during the year, with 51 courses accredited.
 - The IED supported the annual Engineering Design Show, with a stand at the event held in Coventry on 11 and 12 October.
 - The IED also help co-ordinate M+E Week, which culminated in the Engineering Expo at the NEC on 7 and 8 June.
 - The Institution also supported the 2023 'Westbury Soapbox Derby' held in the IED's home town, aimed at attracting young people into careers in STEM.
 - Machine Building live is a new event, held at the National Motor Museum on 4 October, where the IED had a stand to attract new members.
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THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Awards and Prizes

The Institution continued to run the IED Prize aimed at accredited Degree and HNC/D graduates. Twenty-eight Individual Prizes were awarded during the year. In each case the nominated student/graduate had to show that he or she had attained outstanding results on their chosen course, with particular reference to the design related subjects within the course.

The Institution's annual awards were presented following the AGM at the Falkirk Wheel, Lime Road, Falkirk, Scotland, FK1 4RS.

The Institution's most prestigious design award, the Gerald Frewer Memorial Trophy was awarded to John Armitage for his work on Design for Manufacture and Assembly and Modern Methods of Construction in the bridge design field.

The Hornsby Cup, given for the best article published in the Institution's magazine during the previous year, was awarded to Geordie Torr for his article 'Cutting Edge' which appeared in the April 2022 issue.

The Chair's Award was presented to Tony Keegan in recognition of his services as Honorary Treasurer.

Ten medals of appreciation were awarded:

- Professor Kay Bond in recognition of her ongoing support as a member of the IED's accreditation panel and Education and Training Committee.
- Dr Chris Dowlen in recognition of his support with MemCo in particular the ToR and ELR forms.
- Mr Gerry Lewcock in recognition of his support with MemCo.
- Mr George Lymn-Collins in recognition of his concept work on the Membership & Registration Flowchart.
- Dr Paul Morley in recognition of his ongoing support of the accreditation process and work of the ETC Committee.
- Mrs Jenny Roberts for her work in leading the Inclusion, Equity and Diversity working group and resulting Committee.
- Professor Phil Sewell in recognition of him leading the initiative piloting routes to registration for students completing accredited courses.
- Dr Ben Watson in recognition of his enthusiastic ideation and creation of new membership initiatives and ongoing support of the Institution.
- Mr Matthew White for his contributions to the work of the Education and Training Committee and the Accreditation Panel.
- Mr Pete Zimmerman in recognition of his support with MemCo.

The Promotion of Design Award is presented to an individual or team for their work in promoting engineering design to a wider audience. The Award for 2023 was presented to Hornby, for the hugely successful TV series 'Model World' which helps to portray a variety of design challenges to the public and showcases the designers who solve them.

The Geoff Kirk Young Members Award is aimed at recognising promising new members starting on a career in engineering design. The 2023 winner was Robert O'Neill.

The Kathbert Trophy, awarded to the most promising new member, was awarded to Nicholas Morgan.

The Alex Moulton Award is awarded to recognise outstanding innovation. The 2023 award was presented to Steve Holyer for the design of RoomMate, a device designed to help the visually impaired access public toilets.

The Founders Award was presented to Dave Castle in recognition of his service as Chair of Council.

The Hills Millennium Award was awarded to Limor Fried.

Full details of the awards celebration appeared in the October issue of *Engineering Designer*.

Branches

The Institution supports thirteen branches across the UK plus one overseas branches in Malta.

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Volunteers

The Institution continues to rely heavily on member volunteers to assist in its activities, particularly in the following areas:

- Membership Committee - in addition to the Council-appointed Chair and other Council members listed earlier in the report a number of other member volunteers give of their time to assess new membership and registration applications. Meetings are normally held on the third Wednesday in every month.
- Education and Training Committee - in addition to the Council appointed Chair and other Council members as listed there are member volunteers who gave their time to consider education and training issues effecting engineering and product design and to assess nominations for the Institution's Awards Schemes. The Committee meets six times per year.
- Inclusion, Equity and Diversity Committee – six members of the Institution work together to address issues of equity, diversity and inclusion within the Institution and the wider design community.
- Communications Committee – a new Committee formed in late 2023, of five members who have come together to formulate and implement a new strategy for comprehensive communications across the Institution, with the aim of improving engagement with existing members, attracting new members and reaching out to the wider design community.
- Course Accreditations - the Education and Training Officer keeps a database of trained and experienced members to assist with accreditation of academic courses in engineering and product design.

The volunteers have all adapted to remote working and continue to give excellence service.

The membership database contains details of those members who have agreed to undertake interviews of potential and existing members or who act as mentors in respect of the following requirements:

- Professional Review interviews which are a requirement for engineer's registration at CEng, IEng and some EngTech level
- Technical Report and ELR interviews at all three levels
- Chartered Environmentalist interviews
- CTPD, RProdDes, RCP and RCADMan interviews

There are thirteen volunteers on the Membership Committee and twenty-one volunteers on the Education and Training Committee.

b. Investment policy and performance

The trustees are currently satisfied with the investment performance of the assets and at present do not have any plans to expand its portfolio or feel it necessary to dispose of those currently in use.

c. Factors relevant to achieve objectives

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

Financial review

a. The Statement of Financial Activities (page 11) shows that for this year there was a deficit of £(36,224) (2022: surplus £12,922).

Total resources expended amounted to £334,687 (2022: £270,985).

b. Reserves

Total reserves amounts to £344,051 (2022: £380,275). General reserves (excluding restricted and endowment funds) stand at £334,597 (2022: £369,509).

It is the IED's policy that unrestricted funds not presently committed or invested in tangible fixed assets should not be designated for specific future expenditure.

Restricted reserves stand at £9,454 (2022: £10,766).

THE INSTITUTION OF ENGINEERING DESIGNERS

REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Unrestricted reserves stand at £334,597 (2022 -£369,509) of which £503,284 (2022 - £498,179) are held as fixed assets with the balance represented by net liabilities of £(168,687) (2022 - £(128,670)).

As can be seen from the above, free reserves (unrestricted reserves not tied up in fixed assets) are currently in deficit. The Trustees have a three-tiered plan to address this situation, with management of expenditure to help minimise the immediate gap, intermediate plans to realise some of the assets that are within Courtleigh and longer-term plans to raise capital for the development of the Institution in the not too distant future.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institution has access to both short term (overdraft) and medium-term funding (loans) to address this. It also has longer term (realisation of asset) plans in place.

c. Principal funding

The Institution's principal source of funding is its subscriptions from its members.

Plans for the future

Future developments

The staff, Trustees and wider volunteers at the Institution are working hard on a number of initiatives to improve the services to the membership, to promote professional registration, attract new members and improve communications, as listed in this document previously. The expected fruition of Project Courtleigh will help towards funding these activities and volunteers are actively being recruited to help with the development and delivery of the projects.

Gift Aid

The Institution approached members asking them whether they would be prepared to sign a gift aid declaration so that income tax relief could be claimed on their subscriptions, Benevolent Fund contributions and Education Fund contributions

On behalf of the board of trustees

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF RESPONSIBILITIES

The trustees are responsible for preparing the Report and the accounts 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 accounts 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 year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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 accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 INSTITUTION OF ENGINEERING DESIGNERS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTION OF ENGINEERING DESIGNERS

I report on the accounts of the charity for the year ended 31 December 2023, which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of the ICAEW.

It is my responsibility to:

- i. examine the accounts under section 145 of the 2011 Act;
- ii. (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- iii. (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter 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 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
 - iii. have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Martin Gurney FCA
Haines Watts
Old Station House
Station Approach
Swindon
Wiltshire
SN1 3DU

Dated:

THE INSTITUTION OF ENGINEERING DESIGNERS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted funds	Restricted funds	Total 2023	Total 2022
	Notes	£	£	£	£
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	261,315	-	261,315	237,076
Activities for generating funds	3	32,375	-	32,375	32,719
Investment income	4	-	-	-	182
		<u>293,690</u>	<u>-</u>	<u>293,690</u>	<u>269,977</u>
Incoming resources from charitable activities	5	4,773	-	4,773	13,930
		<u>298,463</u>	<u>-</u>	<u>298,463</u>	<u>283,907</u>
Resources expended					
Costs of generating funds					
Costs of generating donations and legacies	6	180,961	-	180,961	150,605
		<u>117,502</u>	<u>-</u>	<u>117,502</u>	<u>133,302</u>
Net incoming resources available					
Charitable activities					
Other costs		152,414	-	152,414	117,256
Benevolent Fund		-	1,312	-	3,124
		<u>152,414</u>	<u>1,312</u>	<u>153,726</u>	<u>120,380</u>
Total charitable expenditure					
		<u>333,375</u>	<u>1,312</u>	<u>334,687</u>	<u>270,895</u>
Total resources expended					
		<u>(34,912)</u>	<u>(1,312)</u>	<u>(36,224)</u>	<u>12,922</u>
Net income/(expenditure) for the year					
Transfer of funds	17	-	-	-	-
		<u>(34,912)</u>	<u>(1,312)</u>	<u>(36,224)</u>	<u>12,922</u>
Net movement in funds					
Fund balances at 1 January		369,509	10,766	380,275	367,353
		<u>334,597</u>	<u>9,454</u>	<u>344,051</u>	<u>380,275</u>
Fund balances at 31 December					

THE INSTITUTION OF ENGINEERING DESIGNERS

BALANCE SHEET

AS AT 31 DECEMBER 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		503,284		498,179
Current assets					
Stocks		4,474		5,486	
Debtors	15	15,131		8,544	
Cash at bank and in hand		25,530		26,908	
		<u>45,135</u>		<u>40,938</u>	
Creditors: amounts falling due within one year	16	<u>(204,368)</u>		<u>(158,842)</u>	
Net current (liabilities)/assets			<u>(159,233)</u>		<u>(117,904)</u>
Total assets less current liabilities			<u>344,051</u>		<u>380,275</u>
Income funds					
Restricted funds	17		9,454		10,766
Unrestricted funds	14		334,597		369,509
			<u>344,051</u>		<u>380,275</u>

The accounts were approved by the Trustees on

.....
Mrs E K Meyrick BSc (Hons) FRSA
Secretary

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

1.1 Basis of preparation

The Institution of Engineering Designers is a registered charity in England / Wales established under Royal Charter. The address of the registered office is given in the charity information at the start of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 1A) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The financial statements have been prepared on a going concern basis. The timing of receipts of subscription income means that working capital requirements can fluctuate significantly during the year. The Institute has access to both short term (overdraft) and medium term funding (loans) to address this. It also has longer term (realisation of asset) plans in place. Accordingly the financial statements have been prepared on the going concern basis.

1.2 Incoming resources

Subscription income from members is accounted for in the period to which it relates. The institution also receives advertising income in respect of its journal and rental income in respect of its freehold property. These are accounted for on a receivable basis.

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resource.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	nil
Plant and machinery	at varying rates on cost

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

Tangible fixed assets and depreciation (continued)

The accounting policy for the depreciation of land and buildings has been changed during the prior year. No depreciation is provided on land and buildings with an estimated useful life in excess of 50 years as the entity has a policy of maintaining the property in good condition therefore prolonging its useful life and any depreciation involved would not be material. Due to this policy, the building maintains a residual disposal value at least equal to its book value.

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.6 Stock

Stock is valued at the lower of cost and selling price less net realisable value.

1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.8 Funds

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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Debtors

Trade and other debtors are recognised at the settlement amounts due. Prepayments are valued at the amounts prepaid.

2.0 Creditors

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.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and gifts (including Gift Aid)	17,429	-	17,429	10,779
Subscriptions and membership income (see below)	<u>243,886</u>	-	<u>243,886</u>	<u>226,297</u>
	<u>261,315</u>	-	<u>261,315</u>	<u>237,076</u>

Subscriptions and membership income receivable

Unrestricted funds:

	2023 £	2022 £
Subscription and fee income from members	214,919	204,960
Members joining fees	<u>12,001</u>	<u>10,577</u>
	226,920	215,537
Accreditation fees	<u>16,966</u>	<u>10,760</u>
	<u>243,886</u>	<u>226,297</u>

3 Activities for generating funds

	2023 £	2022 £
Activities for generating funds (rent, journal advertising etc)	<u>32,375</u>	<u>32,719</u>
Net Activities for generating funds	<u>32,375</u>	<u>32,719</u>

4 Investment income

	2023 £	2022 £
Bank interest	<u>-</u>	<u>182</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

5 Incoming resources from charitable activities

	2023 £	2022 £
Seminar and course income	<u>4,773</u>	<u>13,930</u>

6 Total resources expended

	2023 £	2022 £
Costs of generating funds		
Costs of generating donations and legacies (note 7)	<u>180,961</u>	<u>150,605</u>

Included in costs of generating funds are Project Courtleigh costs which have increased and are as shown in note 11.

Charitable activities

	2023 £	2022 £
<u>Other costs</u>		
Activities undertaken directly (note 8)	75,289	52,248
Grant funding of activities	-	-
Support costs (note 11 – investment, governance & education)	<u>77,125</u>	<u>65,008</u>
Total	<u>152,414</u>	117,256

Benevolent Funds

Costs	<u>1,312</u>	<u>3,124</u>
	<u>153,726</u>	<u>120,380</u>
	<u>334,687</u>	<u>270,985</u>

Included in support costs are payments to the Independent Examiner of £3,835 (2022: £3,650).

Also Included in support costs are Project Courtleigh costs which have increased and are as shown in note 11.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

7	Costs of generating donations and legacies (see note 6)	2023	2022
		£	£
	Other costs comprise:		
	Advertising	663	1,677
	AGM/EGM expenses	8,411	6,544
	Awards	1,404	1,124
	Branch expenses reimbursed	-	-
	Councillor expenses	594	127
	Exhibitions costs	1,886	1,386
	Marketing & promotions	-	-
	New members expenses	1,541	166
	Secretariat expenses	1,579	600
	Support costs (note 11 – including Project Courtleigh)	164,883	138,981
		<u>180,961</u>	<u>150,605</u>
	Project Courtleigh costs have increased and are as shown in note 11		
8	Activities undertaken directly (see note 6)	2023	2022
		£	£
	Other costs relating to IED comprise:		
	Journal publishing costs	49,211	30,044
		<u>49,211</u>	<u>30,044</u>
	Support costs	23,930	20,172
		<u>73,141</u>	<u>50,216</u>
	University accreditation costs	2,148	2,032
		<u>75,289</u>	<u>52,248</u>
9	Grants payable	2023	2022
		£	£
	IED	-	-
		<u>-</u>	<u>-</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

10 Support costs (see note 11 for detail)

	IED £	Benevolent Fund £	Total 2023 £	Total 2022 £
Administration (including Project Courtleigh)	110,557	-	110,557	81,821
Staff costs (note 13)	155,381	-	155,381	142,340
Depreciation	2,553	-	2,553	-
	<u>268,491</u>	<u>-</u>	<u>268,491</u>	<u>224,161</u>

11 Support Costs – allocation

Description	Costs of Generating Voluntary Income Percentage	Investment Management Costs	Governance Costs	Educational Schemes	Journal
	£	£	£	£	£
	62.00%	0.50%	1.50%	27.00%	9.00%
Accountancy fees	2,263	18	55	986	328
Bank charges	3,368	27	81	1,467	489
Computer equipment depreciation	1,583	13	38	689	230
Computer expenses/IT support	5,417	44	131	2,359	786
Employer's National Insurance	4,669	38	113	2,033	677
Employer's pension contributions	1,885	15	46	821	274
Equipment maintenance	-	-	-	-	-
Fixtures & fitting depreciation	-	-	-	-	-
General expenses	1,799	15	44	783	260
Insurance	3,249	26	79	1,415	472
Interest payable	700	6	17	305	101
Irrecoverable VAT under Partial	5,127	41	124	2,233	744
Legal & professional fees	2,689	22	65	1,171	390
Light & heat	6,709	54	162	2,922	974
Office refreshments	174	1	4	76	26
Postage	2,132	17	52	929	309
Printing & stationery	1,166	9	28	508	169
Project Courtleigh	12,971	105	314	5,649	1,882
Property maintenance	15,099	122	365	6,575	2,192
Rates & water	1,067	9	26	465	154
Staff training	443	4	11	193	63
Subscriptions payable	1,479	12	36	644	215
Telephone	546	4	13	238	79
Wages & salaries	89,782	724	2,172	39,099	13,033
Total	<u>164,883</u>	<u>1,330</u>	<u>3,989</u>	<u>71,806</u>	<u>23,930</u>

Continued on next page

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

11 Support Costs – total

Description	Total	Total
	2023	2022
	£	£
Accountancy fees	3,650	2,180
Bank charges	5,432	5,476
Computer equipment depreciation	2,553	-
Computer expenses/IT support	8,737	8,984
Employer's National Insurance	7,530	6,580
Employer's pension contributions	3,041	2,810
Equipment hire	-	-
Fixtures & fitting depreciation	-	-
General expenses	2,901	200
Insurance	5,241	4,340
Interest payable	1,129	1,930
Irrecoverable VAT under Partial Exemption rules	8,269	(12,175)
Legal & professional fees	4,337	6,506
Light & heat	10,821	18,525
Office refreshments	281	218
Postage	3,439	3,814
Printing & stationery	1,880	1,894
Project Courtleigh	20,921	17,894
Property maintenance	24,353	16,953
Rates & water	1,721	1,952
Staff training	714	863
Subscriptions payable	3,298	2,201
Telephone	880	66
Wages & salaries	144,810	132,950
Total	265,938	224,161

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £1,851 for expenses (2022: £391). This included £18 (2022: £69) in relation to accreditation expenditure, £0 (2022: £322) for meetings and the remainder £1,833 (2022: £nil) was for other expenditure.

Trustees loaned a further £30,000 (2022: £30,000) to the charity during the year as short-term working capital. Loan interest at 5.00% (2022: 2.95%) per month was payable on the loans. The loans outstanding at the year end were £60,000 (2022: £30,000). No other related party transactions took place during the year.

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

13 Employees

Staff Costs

	2023	2022
	£	£
Wages and salaries	144,810	132,950
Employer's National Insurance contributions	7,530	6,580
Pension costs	3,041	2,810
	<u>155,381</u>	<u>142,340</u>

There were no employees whose annual remuneration was £60,000 or more.

The average monthly number of employees during the year was 7 (2022: 7).

14 Tangible fixed assets

	Land and buildings £	Computer Equipment £	Fixtures and Fittings £	Total £
Cost				
At 1 January 2023	535,921	18,522	6,655	561,098
Additions	<u>-</u>	<u>7,658</u>	<u>-</u>	<u>7,658</u>
At 31 December 2023	<u>535,921</u>	<u>26,180</u>	<u>6,655</u>	<u>268,756</u>
Depreciation				
At 1 January 2023	37,742	18,522	6,655	62,919
Charge for the year	<u>-</u>	<u>2,553</u>	<u>-</u>	<u>2,553</u>
At 31 December 2023	<u>37,742</u>	<u>21,075</u>	<u>6,655</u>	<u>65,472</u>
Net book value				
At 31 December 2023	<u>498,179</u>	<u>5,105</u>	<u>-</u>	<u>503,284</u>
At 31 December 2022	<u>498,179</u>	<u>-</u>	<u>-</u>	<u>498,179</u>

Included in land and buildings is freehold land of £165,000 (2022: £165,000).

15 Debtors

	2023	2022
	£	£
Trade debtors	15,131	4,856
Other debtors	-	-
Prepayments	-	-
VAT	-	3,688
	<u>15,131</u>	<u>8,544</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

16	Creditors: amounts falling due within one year	2023	2022
		£	£
	Accruals	3,835	4,071
	Bank overdraft	37,010	40,822
	Deferred income	-	-
	Engineering Council	33,666	31,081
	Loans from Trustees	61,280	30,377
	Other creditors	60,562	17,989
	Other taxes and social security costs	3,045	2,452
	Trade creditors	4,601	32,050
	VAT	369	-
		<u>204,368</u>	<u>158,842</u>

The bank overdraft is secured by a fixed charge over the freehold property.

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 31 December 2023
	Balance at 1 January 2023	Net movement	Transfer	
	£	£	£	£
Benevolent Fund	10,766	(1,312)	-	9,454
	<u>10,766</u>	<u>(1,312)</u>	<u>-</u>	<u>9,454</u>

Benevolent Fund – funded by donations from members and used to pay direct grants or, where specifically approved by Council, annual subscriptions on behalf of applicant members who otherwise cannot afford to retain their membership.

18 Analysis of net assets between funds

	Unrestricted	Restricted	Total
	£	£	£
Fund balances at 31 December 2023 are represented by:			
Tangible fixed assets	503,284	-	503,284
Current assets	35,681	9,454	45,135
Creditors: amounts falling due within one year	(204,368)	-	(204,368)
	<u>334,597</u>	<u>9,454</u>	<u>344,051</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account

	2023	2022
	£	£
Income		
Incoming resources from generated funds		
Donations and gifts	73	-
Gift Aid	17,356	10,779
Members joining fees	12,001	10,577
Sponsorship and commissions (accreditation)	16,966	10,760
Subscriptions & fee income from members	214,919	204,960
	<u>261,315</u>	<u>237,076</u>
Activities for generating funds		
Journal advertising and non-member subscriptions	8,170	10,025
Rental income, room hire charges & sundry income	24,205	22,694
	<u>32,375</u>	<u>32,719</u>
Investment income		
Bank and building society interest	-	182
Incoming resources from charitable activities		
Seminar and course income	4,773	13,930
	<u>298,463</u>	<u>283,907</u>
Total Income	<u>298,463</u>	<u>283,907</u>
Expenditure		
Costs of generating funds		
Advertising & marketing	663	1,677
AGM/EGM expenses	8,411	6,544
Awards	1,404	1,124
Branch expenses reimbursed	-	-
Councillor expenses	594	127
Exhibitions costs	1,886	1,386
(Increase)/decrease in stock	-	-
Marketing & promotions	-	-
New members expenses	1,541	166
Secretariat expenses	1,579	600
	<u>16,078</u>	<u>11,624</u>

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account

Charitable activities

Journal publishing costs	49,211	30,044
University accreditation	2,148	2,032
	<hr/>	<hr/>
	51,359	32,076
Grants provided	-	-
	<hr/>	<hr/>
	51,359	32,076

Other resources expended (restricted)

Benevolent Fund	1,312	3,124
	<hr/>	<hr/>
	1,312	3,124

Support costs

Accountancy fees	3,650	2,180
Bank charges	5,432	5,476
Computer equipment depreciation	2,553	-
Computer expenses/IT support	8,737	8,984
Employer's National Insurance	7,530	6,580
Employer's pension contributions	3,041	2,810
Equipment maintenance	-	-
Fixtures & fitting depreciation	-	-
General expenses	2,901	200
Insurance	5,241	4,340
Interest payable	1,129	1,930
Irrecoverable VAT under Partial Exemption rules	8,269	(12,175)
Legal & professional fees	4,337	6,506
Light & heat	10,821	18,525
Office refreshments	281	218
Postage	3,439	3,814
Printing & stationery	1,880	1,894
Project Courtleigh	20,921	17,894
Property maintenance	24,353	16,953
Rates & water	1,721	1,952
Staff training	714	863
Subscriptions payable	3,298	2,201
Telephone	880	66
Wages & salaries	144,810	132,950
	<hr/>	<hr/>
	265,938	224,161

THE INSTITUTION OF ENGINEERING DESIGNERS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Detailed Income and Expenditure account (<i>continued</i>)		
Total expenditure	<u>334,687</u>	<u>270,985</u>
Total movement in Funds	<u>(36,224)</u>	<u>12,922</u>