

MICROBIOLOGY SOCIETY ANNUAL REPORT 2018

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**MICROBIOLOGY
SOCIETY**

Microbiology Society
(Limited by guarantee)

Report and financial statements
31 December 2018

MEMBERS OF COUNCIL

Directors of the limited company and
Trustees of the registered charity
***outgoing December 2018**
†incoming January 2019

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Prof. Judith Armitage (President and Chair) †
Prof. Ian Roberts (Treasurer)
Prof. Maggie Smith (General Secretary)
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Dr Helen Brown *
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Dr John Morrissey
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Prof. Steve Oliver *
Prof. Tracy Palmer
Dr Amy Pickering †
Prof. George Salmond
Prof. Nicola Stonehouse
Prof. Mick Tuite

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Dr Peter Cotgreave
Chief Executive and Company Secretary

Sarah Buckman
Director of Strategy and Members' Programmes, on maternity
leave from October 2018

Tony McBride
Interim Director of Strategy and Members' Programmes, from
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INTRODUCTION FROM THE PRESIDENT AND CHIEF EXECUTIVE

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2018 marked the start of a new period for the Microbiology Society as we launched our five-year strategy. Professor Neil Gow FRS stepped down after three successful and transformative years as President and we will continue to build on the innovation of the past few years, support all areas of the microbiology community and make sure the voice of microbiology is heard in tackling the big challenges where the discipline can make a significant contribution.

Our strategy recognises the unique depth and breadth of knowledge about the science of microbiology held by our members. Our role is to help unlock and harness the potential of that knowledge. Our 2018 Annual Conference in Birmingham proved the value of the Society in connecting and empowering communities of microbiologists to share the successes of their research, discuss challenges, and identify new and exciting opportunities. It was followed by our growing Focused Meeting programme, predominantly conceived of by our members and providing strategic vision and leadership while remaining responsive to new insights from researchers, and a welcoming attitude for collaborations with other microbiology-focused organisations.

Growing future leaders is at the heart of the Society's activities and in 2018 we held the inaugural Early Career Microbiologists' Forum Summer Conference, recognising the strength of this group, which only began in 2016, in shaping our activities. The participation of our younger members in every one of our Committees has brought new insight and input to the Society, and there has been a healthy growth in our membership in the ECM sector.

In 2018 we worked towards the launch of *Access Microbiology*, a new service to members of our community allowing the publication of replication studies, negative or null results, research proposals, data management plans, additions to established methods, and interdisciplinary work. The new journal aims to

reduce research waste, with publication criteria based on methodological rigour rather than novelty, and the journal will be completely Open Access. As with our entire portfolio, which also publishes world-class transformational science in our flagship journals, all income is ploughed back into microbiology.

The study of microbes helps us to understand our world and our place within it. In 2020 we will celebrate our 75th anniversary and plans have begun to launch a wide-ranging programme of events and activities to showcase why microbiology matters and to demonstrate the impact of microbiologists past, present and future. We launched the programme in November with *Why Microbiology Matters*, a call to the community to nominate a discovery, event or activity that best highlights how microbiology answers big questions by giving us knowledge of very small things. Another activity forming part of our anniversary year includes an ambitious project on microbiology and the UN Sustainable Development Goals, 'A Sustainable Future'. It recognises microbiologists are involved in addressing challenges that vary from urgent problems demanding immediate solutions, such as new and emerging diseases, through to long-term issues, like antimicrobial drug resistance, food security, and environmental sustainability. The project will demonstrate the value and raise the profile of microbiology in addressing the world's biggest challenges – an aim at the heart of our strategy.



Professor Judith Armitage Dr Peter Cotgreave
President Chief Executive

STRATEGIC PLAN 2018–2022

Our vision: a world in which the science of microbiology provides maximum benefit to society.

The Society's vision is ambitious and it requires an ambitious strategy. In 2017, we completed a review of our activities, launching the Society's Strategy 2018–2022 at the Annual General Meeting in September. We began implementing this new strategic plan during 2018: recognising this hugely exciting opportunity for all involved in the Society, it was necessary to make a strong start immediately.

Our mission: advancing the understanding and impact of microbiology by connecting and empowering communities worldwide.

The Society's 75th anniversary will take place in 2020 and our goal will be to celebrate the impact of microbiologists, past, present and future. The anniversary year will fall in the middle of the strategic plan, and we aim to emphasise our vision, mission, values and objectives throughout the celebratory activities. Over 2019 we will continue to develop proposals and implement activities for the anniversary, to reflect the strategy and promote microbiology. Activities in the anniversary year will be centred around a coherent message about the impact of microbiologists on the world, targeting core audience groups. It will be important to evaluate activities, identify impact and explore opportunities to create a meaningful legacy beyond the anniversary, and this will be built into implementation plans for the year.

WHY MICROBIOLOGY MATTERS

Microbes are everywhere and affect almost all aspects of our lives. We cannot see them, but our world would not function without them. Bacteria, viruses, fungi, protists, archaea, algae and other microscopic life forms are on us and in us, in the air, soil and water, and in our food. They are in and on the surfaces of everything in our homes, workplaces and other environments. Most do not harm us, and many are essential for the good health of humans, animals and the planet. Microbes help keep the planet healthy by recycling waste and supplying nutrients. Agricultural systems would not function without some while others are harmful pests. Industry uses microbial processes to produce foodstuffs and drugs, benefiting society and creating wealth. Microbes are very diverse, they are fascinating and modern imaging techniques show that they can be very beautiful.

The huge variety of microbes and the range of ways in which they affect us mean that microbiology is an enormously varied and constantly changing subject. Reflecting this diversity, microbiology intersects with many other disciplines in the natural and social sciences and is a vital element of studies in a large range of different fields. Basic research

in microbiology has led to the development of most of the important molecular techniques that are now used to study organisms from microbes to humans. Biotechnology, synthetic biology, the production of therapeutic proteins and many medical diagnoses are all dependent on these molecular tools.

The study of microbes helps us to understand our world and our place within it. It gives us insights into the complexity of nature and society, which in turn provide many different health, environmental, social, cultural, industrial and economic benefits. Microbiology answers big questions by giving us knowledge of very small things. Microbiologists are involved in addressing challenges that vary from urgent problems demanding immediate solutions, such as new and emerging diseases, through to long-term issues, like antimicrobial drug resistance, food security and environmental sustainability.

When the discipline of microbiology is strong and intellectually vibrant, we have a better chance of finding solutions to these problems and building a healthier, more sustainable and more prosperous future.

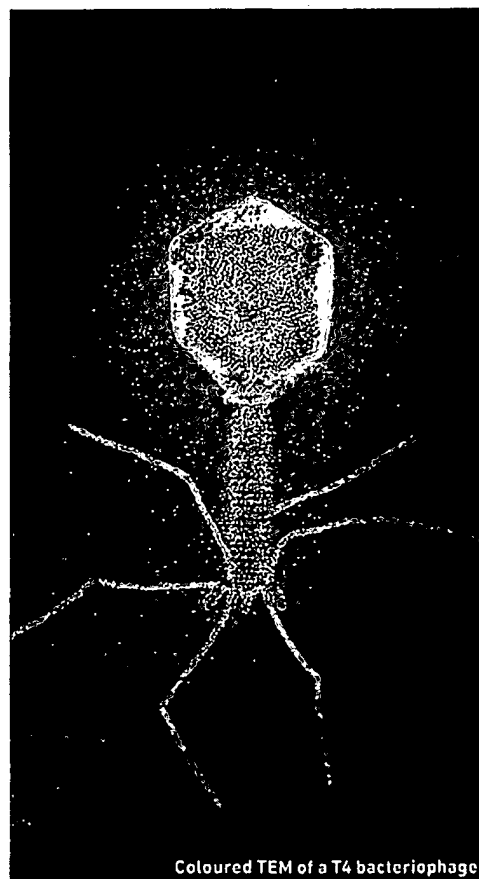
THE MICROBIOLOGY SOCIETY

6|7

The Microbiology Society is a membership charity for scientists interested in microbes, their effects and their practical uses. It is one of the largest microbiology societies in Europe with a worldwide membership based in universities, industry, hospitals, research institutes and schools.

Our members have a unique depth and breadth of knowledge about the discipline. The Society's role is to help unlock and harness the potential of that knowledge. We do this by bringing together and empowering communities that shape the future of microbiology. We generate public benefit by fostering communication both among communities of microbiologists and between microbiologists and other communities who can translate that knowledge in useful ways.

Because of the diverse range of challenges and opportunities our members encounter, the Society works in a variety of modes. In some circumstances, it is a leader, in others it works in partnership with like-minded scientific organisations and in others by convening different communities.



Coloured TEM of a T4 bacteriophage

OUR CORE VALUES

We are welcoming to anyone interested in microbes, their effects and their uses. Our reputation as a friendly, nurturing and approachable community, driven by the experience of a diverse set of members, is extremely important to us.

We are transparent and professional in everything we do. We believe that decisions should be informed by evidence and expertise, and that scientific methods form a robust and dependable way of developing reliable evidence.

We are dedicated to our charitable aims. We are not for profit and strive to ensure that all our resources are applied optimally to furthering the science of microbiology and its application.

PROGRESS TOWARDS OUR STRATEGIC OBJECTIVES

OBJECTIVE 1

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We will enable our members to strengthen their existing relationships and gain access to new communities, unlocking the potential for knowledge exchange.

"Being a member of a larger network is incredibly beneficial, particularly as an early career researcher as it offers you a way to meet hundreds of other like-minded people with whom you can share ideas and start collaborations. An excellent new feature of the Microbiology Society website is the Members' Directory on Mi Society which allows you to find people with similar research interests quickly and easily, allowing you to strike up a conversation before trying to find them in the crowds of people at the Annual Conference."

Microbiology Society Champion Lee Sherry attended the Federation of Infection Societies Conference, or FIS, in Newcastle in November.



The Society will maximise national and international networking opportunities for our members among existing and new communities

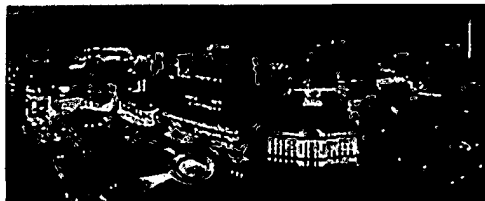
2018

The Society's scientific meetings programme is very strong and is growing in popularity, largely because it is a programme by the members, for the members, which spans the breadth of microbiology. To supplement the scientific content, we have built professional development resources to enable our members to maximise their experience at our conferences and harness the networking and collaboration opportunities available.

Annual Conference 2018 saw two Hot Topic sessions, on Plastic Degradation (presented by Dr Kevin O'Connor, University College Dublin) and Déjà Flu (co-led by Professor Derek Smith, University of Cambridge, and Professor Peter

Openshaw, Imperial College London), alongside a comprehensive programme of symposia, workshops, fora, oral presentations, posters and Prize Lectures held over four days. We held seven other scientific meetings in 2018 featuring international speakers and delegates:

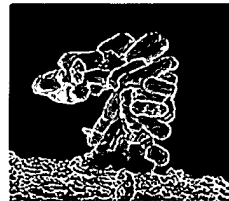
In addition, 2018 saw continued engagement with other groups with mutual interests who could help strengthen the scientific programme and provide access to new communities for our members, including Protistology-UK and the British Yeast Group. We also focused on more widely communicating the opportunities available for members to hold Society meetings outside the UK and Ireland.



Annual Conference 2018
17-19 April
Birmingham, UK



Early Career Microbiologists' Forum Summer Conference
19-20 June
Birmingham, UK



Focused Meeting: Microbes and Mucosal Surfaces
17-18 June
Dublin, Ireland



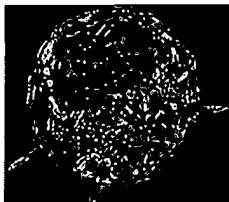
Focused Meeting: British Yeast Group: Embracing Variation
17-18 June
Leicester, UK



Focused Meeting: Emerging Zoonoses and AMR: A Global Threat
17-18 June
Guildford, UK



Focused Meeting: Molecular Biology and Pathogenesis of Avian Viruses
17-18 June
Oxford, UK



Focused Meeting: 9th International Symposium on Testate Amoebae (ISTA9): Recent Advances and Future Research Priorities
17-18 June
Belfast, UK



Focused Meeting: Microbiomes Underpinning Agriculture
17-18 June
Cork, Ireland

2018

The Society has developed many different opportunities for members and during 2018 we made a concerted effort to enhance the ways in which we communicate these opportunities to the membership. We embedded a new member engagement programme to help

members to build new networks and to champion the microbiology that they do. For example, a member of the Society, appointed by the Communications Committee, replaced a member of staff on the Microbiology in Schools Advisory Committee (MiSAC) during 2018.

"I joined MiSAC in March 2018 and have already been involved in several exciting projects. I am helping with the annual poster competition for secondary school pupils. They are asked to design a poster on a specific topic; this year it is How microbes help farming and sponsorship provides money prizes, which will be awarded to winning students and their schools. I also attend the Society's Communications Committee – it is a really useful and interesting experience to participate in the Society's activities from a different perspective. As a representative of the Communications Committee I had the opportunity to attend the e-Bug 10 year anniversary conference in January. The conference provided me with lots of new ideas and information for my own outreach activities. One of the main benefits of taking up these roles is meeting new people and creating new networks. Having the support of the staff at the Microbiology Society has been especially helpful and I have been made to feel very welcome by everyone at both MiSAC and the Society."

Member Rachel Exley represents the Microbiology Society at MiSAC, the Microbiology in Schools Advisory Committee, to promote the teaching of microbiology in schools and colleges.



With the introduction of a new database and additional website functionality at the end of 2017, much of 2018 involved the collection of the data needed to make the newly launched Members' Directory as effective as possible. The Directory allows members of the Society to identify and contact other members – key to expanding networks and exchanging knowledge – by searching relevant topic areas. This information also enabled us to build online communities of members and share

personalised resources using the new Mi Society members-only area of the upgraded website. By December 2018, Mi Society was recording more than 500 visitors per month, a 30% increase from launch.

We conducted a survey between August and October 2018 to gain a greater understanding of members' motivations, interests and feelings towards the Society. We received 613 responses from the membership (13%) and are using these to inform future developments.

"Membership is a great way to learn about what's going in the field of microbiology research."
Dr Catherine Ludden.

"The early-careers opportunities and access to funding are great." *Dr Francesc Coll.*

"As a microbiologist doing my work in the UK, I really value the wide networks of other microbiologists membership of the Society helps give access to." *Nizar Saeedi (PhD student).*

"Membership helps me get close to research I wouldn't normally have the chance to."
Max Addison (PhD student).





2019

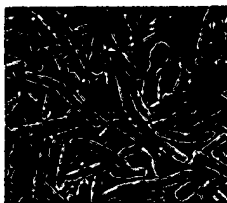
Annual Conference 2019 will be our first in its present form to be held on the island of Ireland, at the ICC Belfast conference centre. We have planned two Hot Topic sessions, one on how single cells can solve mazes, to be presented by Professor Robert Insall from Cancer Research UK, and a second on paralytic disease caused by non-polio enteroviruses, featuring Javier Martin from the National Institute for Biological Standards and Control, alongside our highly regarded programme of symposia, workshops, fora, oral presentations, posters and Prize Lectures held over four days. The pre-Conference session on Sunday 7 April will focus on Teaching Microbiology in Higher Education, further enabling members to broaden their networks and teaching skills.

We will be running five Focused Meetings in 2019, as well as delivering the Federation of Infection Societies 2019 conference.

This year we will also deliver continued engagement with other groups with mutual interests, such as Protistology-UK, the British Yeast Group, the Clinical Virology Network, the Irish Fungal Society, the Society for Anaerobic Microbiology and the Welsh Association of Microbiologists, and we continue to explore options for holding Society meetings outside the UK and Ireland.



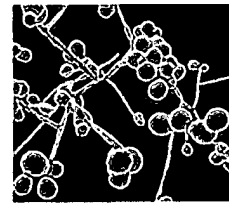
Annual Conference 2019
8–11 April
ICC Belfast, UK



Focused Meeting: Anaerobe 2019:
Changing perceptions of anaerobic bacteria
13–14 June
Cardiff, UK



Early Career Microbiologists' Forum Summer Conference
19–20 June
Dublin, Ireland



Focused Meeting: British Yeast Group: Discovery to Impact
25–26 June
Newcastle, UK



Focused Meeting: IMAV 2019 – international meeting on arboviruses and their vectors
2–4 September
Newcastle, UK



Focused Meeting: Microbes in medicine
12–13 October
Dublin, Ireland



Focused Meeting: Antimicrobial drug discovery from traditional and historical medicine
14–15 October
Oxford, UK



Federation of Infection Societies Conference 2019
14–15 November
Edinburgh, UK

The Society will increase the involvement of groups of microbiologists who are not currently well represented in our activities

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2018

The Early Career Microbiologists' (ECM) Forum continues to allow microbiologists at the beginning of their careers to take a leading role in the Society's decision-making. The ECM Forum grew to around 350 members during 2018, and its Executive Committee improved the two-way dialogue between Committee members and the wider Forum, ensuring effective representation of the group across the Society's programmes. For example, 19 members of the ECM Forum co-chaired sessions at the 2018 Annual Conference, gaining valuable experience usually only available to more senior scientists.

The year saw the inaugural ECM Forum Summer Conference, organised by and for early-career researchers. The primary reasons for attending were given as presenting work and networking, and 100% of evaluation survey respondents rated their experience as either excellent or good. A survey of ECM Forum Executive Committee members showed that they valued the leadership opportunity and other benefits from the group and the wider Society. Individuals stated beneficial career outcomes including new job positions, networking and the opportunity to organise international conference sessions.

"The Society has given me the opportunity to go to various events in Parliament where I've been able to network not just with MPs and other politicians, but also funders and people involved in science policy in general and allows me to build my network to better establish my policy profile. As an early-career researcher, I'll admit when I first joined the Society, I thought they only organised a Conference every year and that was it. I've now gained a greater understanding of what the Society does in informing all sorts of consultations that MPs hold, which allows our microbiology knowledge to be communicated from our members to the people who matter in making policy."

Andy Day, Policy Representative on the ECM Forum Executive Committee, speaking at Annual Conference 2018.

The Professional Development Committee's Mid-Career Working Group was created to consider the support the Society could offer to members at this stage of their careers, including opening a consultation with the membership at the Annual Conference in April 2018.

The Society continues to strive to attract the best papers from the best authors. During 2018, journal development plans were approved and implemented, defining a vision for each journal to meet the needs of the communities it serves. We also strengthened

our monitoring of trends within and related to the scope of each journal, as well as in the broader microbiology community. This allowed us to identify new communities forming around interesting research topics, which permitted the launch of a pop-up journal on antimicrobial resistance, focused on the cross-disciplinary nature of the field; X-AMR has collated recent articles from across our portfolio into a single collection, supplemented by reviews, opinion pieces and other content commissioned from leading thinkers in cross-disciplinary antimicrobial resistance.

We also identified a need for a venue for publishing non-traditional research outputs, which may have no home, such as replication studies, negative results papers, research proposals and similar high-value but hidden work; consequently, a new journal, *Access*

Microbiology, opened for submissions in September 2018. It has an innovative structure to its editorial board, with mid-career editors getting their first experience in the role, supported by more experienced editors as mentors.

"I was very impressed at how smoothly this submission went. The reviewer comments were constructive and communication from the editorial office was excellent." *Access Microbiology* author, 2018.

Following a successful pilot at our Annual Conference the previous year, during 2018 the Society agreed a memorandum of understanding with Protistology-UK, which will see collaborative events that offer greater involvement in the Society's activities for researchers whose primary area of study is protists.

In 2018 we successfully bid for the contract to deliver the biannual *Candida* and *Candidiasis* meeting in 2020 in Montreal, giving us a greater presence in the fungal community and opening up an opportunity to deliver a meeting outside of the UK and Ireland and new opportunities for communication among diverse communities of microbiologists.

In 2019 we will secure a suitable destination and venue to be in the position to promote Europic 2022, which is a leading virology conference that focuses on studies of picornaviruses. The event was originally founded as a meeting of the European Study Group on molecular biology of picornaviruses in 1979 and is attended by virologists from all continents. By delivering the 2022 event, we will be in the position to engage with a new but established community with delegates from all over world.

2019

The 2018 membership survey raised interesting questions about the benefits and opportunities available to members with different specialisms, circumstances or sectoral interests. This gives us an opportunity to increase the involvement of groups who are currently not well represented, so in 2019 we are putting in place mechanisms that will allow us to engage more closely with members working in clinical and health-related microbiology or in industrial microbiology, and with our retired members.

Following a consultation over 2018 with mid-career members, during 2019 we will implement a programme of activities designed to enhance the professional development of this frequently overlooked group, helping to remove or lower the barriers to their career progression and ensure that they are properly supported by the Society.

The Society will increase engagement and collaboration between our members and other societies, industry, funders, educators, regulators and decision makers

16 | 17

2018

Building on the success of our previous policy project and Unlocking the Microbiome report, the Society supported Innovate UK's Knowledge Transfer Network (KTN) to hold a workshop for practitioners from across the UK's research and industrial bases. The aims of the workshop were to identify cross-sectoral and sector-specific opportunities and challenges in commercialising microbiome-targeted products and to help ensure the UK stays competitive in this emerging area. The project also informed discussions with research funders about the possible development of research funding programmes in the future.

During 2018 we collaborated with other organisations on various events and activities, providing opportunities for our members to engage more widely with new communities.

Activities included:

- An Essential Skills: Funders roundtable at the Annual Conference 2018, which enabled our members to hear from and network with representatives from a range of research funders including BBSRC, MRC, NERC and the Wellcome Trust.
- An Essential Skills: Engaging with Science Policy session at the Annual Conference 2018, giving members an opportunity to meet and hear from representatives from the Parliamentary Office of Science and Technology and Campaign for Science and Engineering (CaSE).
- Sessions at the Federation of Infection Societies (FIS) Annual Conference: Action on Infection, in Newcastle, and the 11th Healthcare Infection Society International Conference in Liverpool, both in November 2018, which provided our members with access to a more clinical audience.
- Agreeing affiliations between *Journal of General Virology* and the American Society for Virology, a sister organisation without its own publishing outlet.

2019

An event as part of the President's roadshow at the University of Reading in November will showcase why microbiology matters in the food sector and will be aimed at delegates from industry as well as academia. If successful, we will host further events during 2020. Such events would not be possible without our Society Champions and Council members who will help with the marketing, logistics and on-the-day arrangements for each event.

Working with the Society for Applied Microbiology, in Autumn 2019 we will run a policy event for the ECM Forum, building on the success of the policy session at Annual Conference 2018. We will also be evaluating how members who represent us on external groups and committees can most effectively engage with and contribute to our policy work.



OBJECTIVE 2

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We will advance understanding of microbiology and champion the contribution made by microbiology, our members and their work in addressing global challenges.

"One of my greatest passions is communicating science research to the public and it's what makes my role so rewarding and worthwhile. I genuinely enjoy talking 'science' to people and taking time to engage in STEM activities within schools, contributing to articles, delivering public lectures and appearing on local and national TV. Because of my enthusiasm for public engagement I volunteered to be a Microbiology Society Champion for Plymouth with the aim of encouraging others to be as interested in microbiology as I am! The Champion's scheme has helped to fund our activities. Microbiology permeates many facets of everyday life and policy; which is also one of the reasons why I decided to become involved with the Microbiology Society Policy Committee. The Society has been invaluable with their support and being a member has provided me with new opportunities to try and make a real difference to our society. Indeed, that is why I became a scientist."

Dr Tina Joshi and colleagues from the University of Plymouth Institute of Translational and Stratified Medicine organised a series of activities to engage the public and students for World Antibiotic Awareness Week in November to increase awareness of the antibiotic resistance crisis.

The Society will promote activities for communicating microbiological research across a range of disciplines

2018

The Society's communications channels are well regarded, with website views increasing by 41% in 2018 and the @MicrobioSoc Twitter channel up 27%, reaching more than 30,000 followers by the end of 2018. A new Head of Communications joined the Society in January 2018 and reviewed and developed work plans in support of delivery of the new strategy. This included: reinvigorating the Society's YouTube channel, which by the end of 2018 delivered regular video updates to nearly 3,500 subscribers; reviewing email marketing to members and other groups; refreshing website content in specific areas; reviewing membership communications; developing social media campaigns; and improving the variety and scope of promotion of the excellent academic and research content within our journal portfolio. These renewed plans showcase microbiology and mechanisms for communicating microbiological research across all Society activities, under four main workstreams:

- Improved communication and engagement with the membership.
- Improved promotion of the Society's journals.
- Increased production of scientific content and distribution across the Society's digital and wider media channels.
- Improved communication of the Society's strategy and key messages across internal and corporate communications.

Our journals provide a significant opportunity for members to communicate their research internationally and across a range of disciplines. In 2018 we worked with various partners to maximise the discoverability of our journal content, with benefits for usage, impact, submissions and sales. This included: migrating to the modern Journal Article Tag Suite (JATS) standard for article mark-up, allowing for better discoverability and data mining as well as preserving our content for the future; improving our presence in Google Scholar and PubMed Central; and joining industry initiatives regarding the quantity and quality of metadata that is shared freely, such as the Initiative for

Open Citations. We also reviewed our platforms with the intention of making them more responsive to users' needs and assessed our Open Access policies to ensure they offered the best balance of affordability and flexibility to authors around the world.

At the start of 2018 we also reviewed the ways we communicate about our journals, including assessing the conferences that the Society attends for promotion, social media presence, press plans and broader brand messaging. Press releases, in particular, proved popular: the *Daily Mail* was one of dozens of outlets to pick up our first release about the Ebola outbreak in the Democratic Republic of Congo, based on an article in *Journal of General Virology* from Dr Derek Gatherer.

2019

In 2019, we will launch a policy project that will demonstrate the value and raise the profile of microbiology in achieving the United Nations Sustainable Development Goals (SDGs) with decision-makers within the UK and the Republic of Ireland. It will also raise the profile of the SDGs within the microbiology community. The project will promote knowledge exchange by bringing together microbiologists, scientists, industry, NGOs and policy-makers, to champion the importance of microbiology in sustainable development. Microbiological expertise will be used to explore solutions and influence national and international implementation plans. This will drive us towards the Society's vision of a world in which the science of microbiology provides maximum benefit to society.

Annual Conference 2019 will see the return of our Essential Skills professional development workshops, which this year will enhance attendees' understanding of running research laboratories, peer review and publishing ethics, all essential areas for effective communication of research. We will also be running Essential Skills sessions on staying resilient in one's career and writing academic and industrial CVs.

The Society will increase capacity and opportunities for members to communicate microbiology and their work

20|21

2018

The number of opportunities that members, especially early-career researchers, have to present their work and showcase themselves at the Society continues to grow.

In 2018, on the feedback of our members, we reduced the number of invited speakers and consequently freed up time for a greater selection of offered oral presentations and flash poster presentations. The Annual Conference also began with a symposium on Teaching in Higher Education, which provided a space for members to come together to discuss innovative teaching practices and the opportunity to share lessons learned. There was also a chance to discuss the impact of the implementation of the Teaching Excellence Framework on lecturers, as well as Higher Education Academy fellowship and degree accreditation. This was a great opportunity for those teaching in higher education environments to share best practices and create new professional networks.

To raise the profile of posters as research outputs, our new journal, *Access Microbiology*, will allow early-career researchers and others who present posters at our events to publish them. By the end of 2018 approximately 75% of individuals submitting posters for Annual Conference 2019 had indicated that they wished to publish their posters as well.

During the year the Society continued to support its members in communicating their research and facilitated new and existing international collaborations via Travel Grants and Research Visit Grants. We also continued to encourage our members to use their expertise to contribute to the development of microbiology in low- and middle-income countries via our International Development Fund by showcasing the impact of projects that we have funded.

During 2018 we developed new case studies to showcase the impact of the Society's grants and continued to explore how we can offer support for members at all stages of their careers.

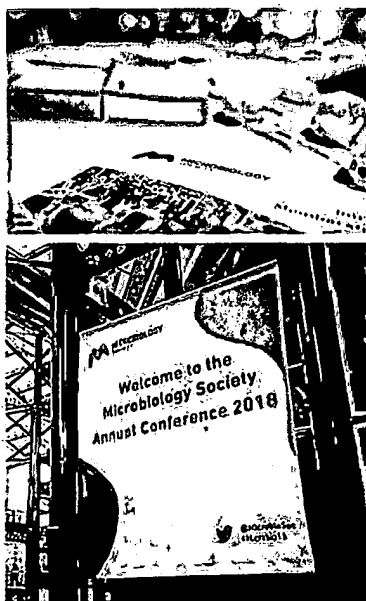
To achieve this, several objectives were developed to put members' work at the front and centre of our communications, and to champion why microbiology matters. These included engaging members in writing articles for *Microbiology Today* and blog posts, as well as producing and presenting video content. Towards the end of 2018 we launched a new Why Microbiology Matters campaign, the first activity in a series designed to demonstrate the impact of microbiologists, past, present and future, to mark the Society's 75th anniversary in 2020.

"I think what I took away from this course more than anything was an enthusiasm to get involved in policy-making. I would like to continue to engage by attending more policy workshops and events and by keeping up to date with policy developments in my research area to which I might be able to contribute expertise or evidence. The course also highlighted to me how many different organisations there are out there who work to help the uptake of scientific research into policy, which I had no idea about previously. Finally, I definitely gained more of an appreciation for the role of us as scientists in making an impactful difference to society through our research. After all, 'scientists are important!'"

In August, the Society supported four members of the Early Career Microbiologists' Forum to attend training to improve the uptake of research into UK Science Policy. Organised by Wellcome Genome Campus Advanced Courses and Scientific Conferences, member Maria Howland reflects on what she learnt about engaging in science policy.



22 | 23



ANNUAL CONFERENCE IN 2018

1474
Attendees

137
Invited speakers

763
Accepted abstracts

490
Poster abstracts

273
Offered talks

28
Sessions

FOCUSED MEETING PROGRAMME IN 2018

469
Attendees

64
Invited speakers

261
Accepted abstracts

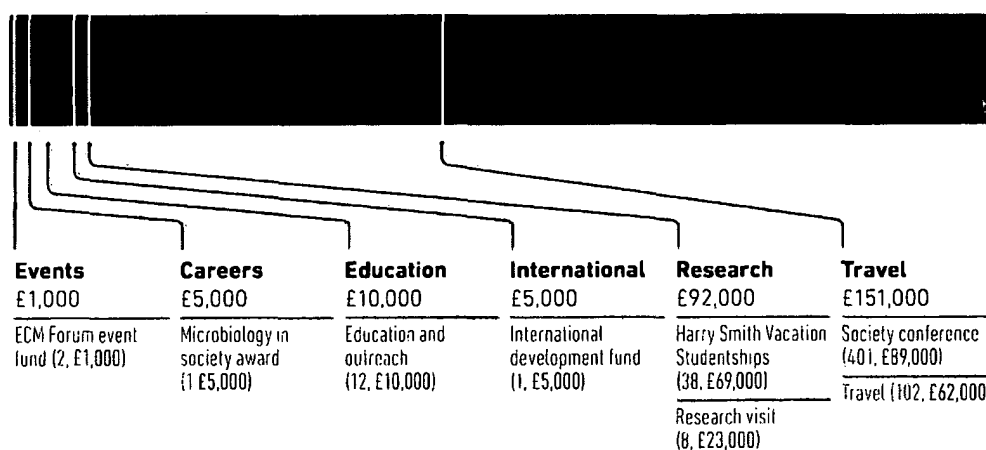
150
Poster abstracts

111
Offered talks

15
Days of science

£264,000
grants awarded*

565
grants funded out
of 816 applications



*including £17,000 grants awarded in 2017 and claimed in 2018

8 ECMs visiting new and established collaborators across the world – including USA, UK, Ecuador, Australia and Uganda.

Over 500 members supported to travel to our Conference and events and others across the world – building new networks and disseminating research.

13 members supported to share their science with the public.

38 undergraduate students supported for summer research projects.



 Microbiology
2018 Annual Conference

2019

One of our roles is to give a voice to our members, generating public benefit by fostering communication both within communities of microbiologists and between microbiologists and other communities who can translate that knowledge in useful ways. To facilitate this, in 2019 we will launch a series of profiles of members working in areas like antimicrobial resistance, highlighting their work in seeking solutions to global challenges.

We offer grants to support our members' career development, allowing them to access opportunities to enhance their research and gain experience to advance in their careers. To complement unconscious bias training, in 2019 we will introduce blinded reviewing to all externally reviewed grant applications, to

help ensure work is assessed purely on its merits rather than considering the personal background of applicants.

To maximise the discoverability and usability of our journal archive, 2019 will see the initiation of a project to re-digitise our entire corpus. This project will improve our journals' presence online by increasing the quantity and quality of metadata available and unlock opportunities for data mining and reuse of our complete archive.

Our new journal, *Access Microbiology*, will formally launch in 2019, publishing its first set of articles early in the year alongside Annual Conference 2019 poster presentations.



The Society will raise the profile of microbiology, our members, and increase the influence of the Society with the public, policy-makers and other stakeholders

2018

In 2018 we implemented a new framework for the Society's policy activities, aligning with the organisational strategy and with a specific aim of empowering members to engage in science policy.

There are many policy issues such as research funding, immigration and the UK's access to and relationship with European research programmes, where the Society's positions are similar to or the same as other organisations. In these, and cases, it makes sense for the Society to work in partnership or to promote its positions under the auspices of umbrella bodies such as the Royal Society of Biology or CaSE. These partnerships allow the Society and other organisations to combine expertise and resources and to create impacts that would be unachievable on our own. For example, during 2018 the Society co-funded a special CaSE project with 11 other bodies which, among other things, allowed CaSE to run a successful campaign that brought to light and ultimately stopped the refusal of thousands of visas per month for skilled STEM roles.

In January, the Society gave oral evidence to the House of Lords Science and Technology Committee's inquiry into *Life Sciences and the Industrial Strategy*, before contributing to the House of Commons Science and Technology Committee's *Brexit science and innovation* summit and subsequent roundtable later in the year alongside other policy events. Inquiries, consultations and events to which the Society contributed include:

- House of Lords Science and Technology Committee's inquiry into Life Sciences and the Industrial Strategy
- House of Commons Science and Technology Committee's Balance of Research Funding inquiry
- House of Commons Health and Social Care Committee's inquiry into Antimicrobial resistance
- House of Lords EU Environment sub-committee's Biosecurity inquiry
- House of Commons Science and Technology Committee's Brexit science and innovation summit
- Defra's consultation on Health and Harmony: the future for food, farming and the environment in a Green Brexit
- Parliamentary and Scientific Committee's Data as a Resource meeting
- King's College London's Innovation in the Microbiome event



2018

Consultation to help shape a flagship Society project on the impact of microbiology on the UN SDG s began in earnest in October 2018. The project will run through 2019 and 2020. This ambitious programme is being informed by consultation with the microbiology community, government and civil society, and has attracted interest from senior stakeholders such as the Government's Chief Scientific Advisor and departmental chief scientists. The early contributions of these individuals will help to make sure the project is focused on priority issues but also allow us to open channels to influencers and opinion-formers that will be of long-term value to the Society and our members.

We started a second large-scale project on the 'State of Microbiology' to build intelligence and evidence on the microbiology that happens in the UK and Ireland, funding sources, publications and other key issues of interest to the membership. Spanning the breadth of microbiology represented across our membership, as well as microbiology-related research outside of our immediate community, State of Microbiology will provide a resource that enables members to easily identify where other relevant research is taking place, what microbiology has been funded in recent years, and where potential collaborations could exist, as well as enable us to explore new collaborations for the Society's own activities.

Several projects focused on communicating the work of our members, including interactive social media campaigns around key topic areas and a focus on promotion of our members' work in the media. We also introduced the use of additional social media channels to reach new sections of our audience and developed the Society's email marketing output to provide a coherent, personalised channel for promoting the full range of the Society's programmes and activities.

In addition, we further developed cross-journal collaborations and collections to provide readers with free access to the scientific underpinnings of our policy work, as well as other hot topics within microbiology. The first such 'pop-up' was X-AMR, a venue for both retrospective and new cross-disciplinary work on antimicrobial resistance, closely followed by a similar collection on the microbiome, which we produced in collaboration with the British Society for Immunology.

The Society's membership continued to grow, with 4,873 active members recorded to the end of 2018, which is the highest recorded membership since 2004, across the following categories: Full (36%); Full Concessionary (21%); Postgraduate (30%); Undergraduate (7%); and Affiliate (6%). Our membership is becoming more international, with members in 94 countries (77 in 2017), and members living outside the UK and Ireland making up 18% of the total membership (16% in 2017). Champions, members who volunteer to do that little bit extra for us, totalled 45 at the end of 2018 and were active in 12 countries.

2019

In 2019 we will start to build a programme of activities in support of our 75th anniversary in 2020, to showcase why microbiology matters and demonstrate the impact of microbiologists, past, present and future. The first of these, Why Microbiology Matters, launched in 2018 with a call to the community to nominate a discovery, event or activity that best highlights how microbiology answers big questions by giving us knowledge of very small things. In 2019 we will launch a call for images to demonstrate how the study of microbes helps us to understand our world and our place within it. The aim is that images collected as part of this anniversary project will showcase the diversity and beauty of microbes, as well as give a glimpse into the research carried out by our members.

Other anniversary activities that will take place in 2019 include the launch of our policy project A sustainable future: the role of microbiology in achieving the United Nations Sustainable Development Goals. This project will consider the role of microbiology in addressing the world's biggest challenges. The focus will be on how microbiology can help to achieve the SDGs, influencing decision-makers within the UK and the Republic of Ireland and raise the profile of the SDGs within the microbiology community.

To expand our policy influence and work within the Republic of Ireland over 2019 we will be surveying members from the island of Ireland to inform our input into Science Foundation Ireland's new strategy.

Throughout 2019 we will film winners of the Society's Fleming Prize talking about the impact of the Prize on their lives and careers, and towards the end of 2019 we will complete preparations for a showcase of the Prize.

Established in 1976, the Prize is named after Sir Alexander Fleming, founder and first President of the Microbiology Society and winner of the Nobel Prize for his discovery of penicillin. The Fleming Prize is awarded annually to an early-career researcher who has an outstanding research record. At the Society's Annual Conference in April 2020 we will run a Fleming Showcase, organised and presented by previous Fleming Prize Lecture winners, including Nobel Laureate Sir Paul Nurse FRS, with a remit to outline a future vision for the impact of microbiology on science and society.

Our Champions will continue to extend the Society's reach during 2019, for example through the 10th anniversary of Public Health England's 'e-Bug' project – a public education project designed to raise awareness of the issues around antimicrobial resistance (AMR) amongst schoolchildren and young adults. e-Bug includes partners from 28 countries and delivers resources for AMR education in more than 20 languages. Members of the Society have been engaged with e-Bug since its inception and see value in our continued engagement with the project, saying, "with e-Bug and other similar initiatives, we can help to ensure that future generations appreciate exactly why microbiology matters" (our member Rachel Exley).

Our Champions will also be involved with other initiatives during 2019, such as the Northern Ireland Science Festival in Belfast in February 2019, which will be delivered by Chris Proctor, Lindsey Broadbent and Linda Oyama, and an Early Career Researcher event on Antimicrobial Resistance & Infection Biology Network, which will be held in Cardiff, supported by Michael Pascoe, Daniel Morse, Lauren Kerr and Ed Cunningham-Oakes.

OBJECTIVE 3

28|29

We will reinforce the Society's long-term sustainability and resilience by diversifying income streams, increasing efficiency and ensuring robust governance.

"As Chair of the ECM Committee I sat on Council, which was a very valuable experience. Council members have helped me by acting as both a sounding board and unofficial mentors. It is also very interesting to gain a detailed insight into the management of the Society, be involved in deciding how the Society will work in the future. The committees and council are immensely supportive of their early career representatives and their opinions and being involved in Council has given me more confidence in other situations. The Forum gives its members a voice and influence on the way things are run at the Society and access to the other Committees helps us bring to the table the priorities and challenges of people at different career stages, which is essential for those who are not as established in their career. I really recommend joining the Forum to colleagues."

Helen Brown was Chair of the ECM Forum Executive Committee from 2016 to 2018.

The Society will increase the emphasis on placing members at the heart of Society activities and growing future leaders

2018

The Sir Howard Dalton Young Microbiologist of the Year Competition recognises and rewards excellence in science communication, awarded to a postgraduate student or postdoctoral researcher.

The Junior Awards for Microbiology (JAM) Talks are a monthly seminar series supported by the Society; they allow early-career researchers to gain experience presenting to an audience of their peers.

"I would like to say thank you to the Microbiology Society for selecting me as Young Microbiologist of the Year. All of the finalists are such amazing scientists and I am honoured to be considered among them. I am so grateful for this opportunity and excited to see where it takes me. It's really nice to be recognised for something that I really enjoy doing. I enjoy communicating science and talking about science with people. It's a big honour to be recognised for that."

Courtney Kousser, winner of the 2018 Sir Howard Dalton Young Microbiologist of the Year competition for her talk on 'Pseudomonas aeruginosa inhibits Rhizopus microsporus germination via the sequestration of iron.'

"The talk was, from my perspective, relatively well received with quite a number of intriguing questions from the audience. This is the most difficult, but often the most stimulating, section of giving a talk. You cannot really prepare for a Q&A session; people in the audience are their own person, thinking their own thoughts and asking what they feel is necessary at the time. But that's what makes it so enjoyable and so personal. I genuinely love the area I'm working in and really like to discuss and debate everything related to it. It's always great to get another person's perspective on the work, good or bad! For those that are interested in or thinking about applying in the next round, I would wholeheartedly recommend you do so. It can be a bit daunting, being an invited speaker to a university that you've never been to, or with people you've never met, but embrace that and enjoy the occasion. Take the opportunity with both hands and disseminate your excellent research to as many as you can! If I could do it again, I absolutely would!"

Daniel Morse, Research Associate from Cardiff University, was there to present his work on biofilms and denture-associated stomatitis

The Council Shadowing Scheme, in which members can learn about the workings of the Society's governance by attending a Council meeting and being paired with a Council member, was rolled out across all Committees in 2018. This scheme demonstrates the open and transparent way that decisions are made within the organisation and allows any eligible member to become more involved with the Society's decision-making processes. The first participant in the Council Shadowing scheme noted that their experience has greatly improved their confidence – evidenced by their subsequent running for election as the Chair of a Society committee.

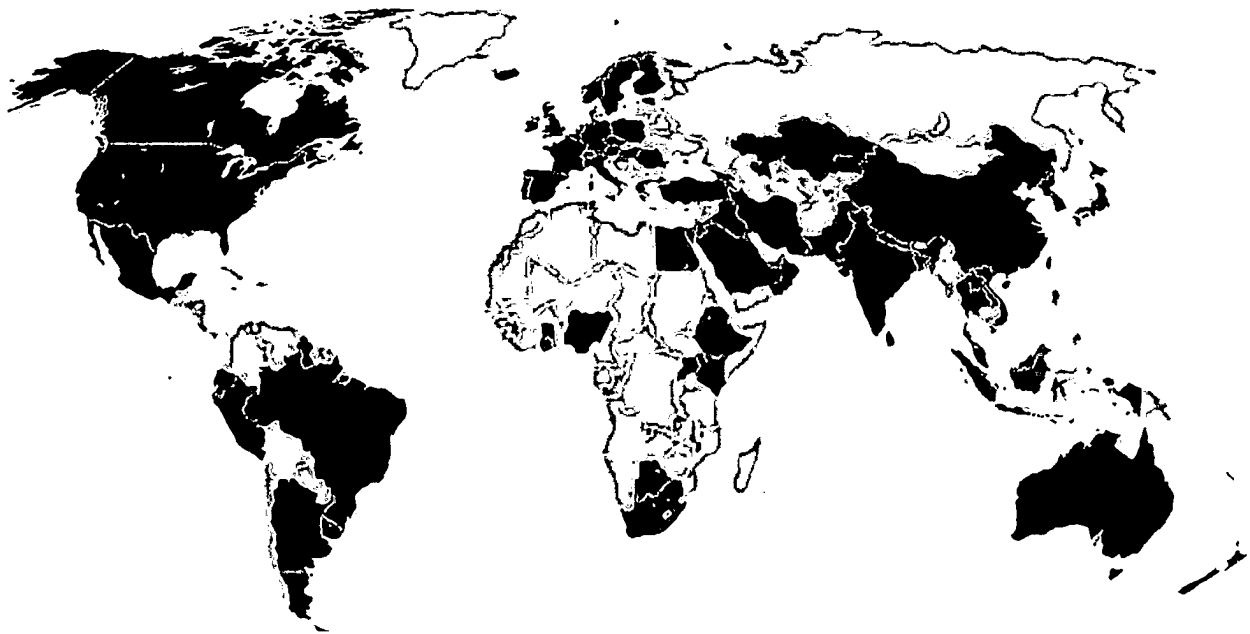
The General Data Protection Regulation (GDPR) replaced the Data Protection Act 1998. This changed the way we collect, store and process personal data. Following a change to the Society's Articles of Association made at the Annual General Meeting in 2017, which made it clearer what we do with member's data, we took legal advice to update our terms and conditions so that when people join, register or buy something from the Society, there is a legal written statement of what we need their data for. The new Members' Directory and online area launched in 2018 allow members to opt in to receiving communications from us. In a related process, we researched and implemented better mechanisms for

collecting data on protected characteristics of those participating in Society activities. We also surveyed our members about the value they receive from the Society's services and benefits, informing our future plans. Combined, this information enables us to better know our members so that we can engage more meaningfully with them and better serve their needs.

We launched *Access Microbiology* during 2018, which provided an opportunity to introduce a novel form of Editorial Board consisting of Editor Mentees (early- and mid-career members of the Society, who would not normally be sufficiently experienced to be considered for Board membership), partnered with experienced Editor Mentors to help them learn the ropes. Editorial Board membership is frequently seen as a sign of seniority and providing this opportunity to less senior microbiologists has proven a popular complement to our other professional development activities.

We implemented changes to the Prizes nomination process to make it as simple as possible for members to submit their nominations for Prize lectures, which celebrate the best microbiologists across the breadth of the discipline.

World map of membership



■ Members

Society Supported Conference Grants

32|33

2018 Society Supported Conference Grants

XVth Archaeal UK Workshop

17-18 August
Lancaster, UK

23rd Glasgow Virology Workshop (GVW)

12-14 November
Glasgow, UK

ECFG14 – The 14th European Conference on Fungal Genetics

25-28 February
Haifa, Israel

Microbial Stress: From Systems to Molecules and Back

1-2 March
Cork, Ireland

16th UK Hepacivirus and Flavivirus Meeting

13-14 May
Cumbria, UK

Biofilms 8

1-2 September
Aarhus, Denmark

22nd Meeting of the International Society of Evolutionary Prostistology

10-14 November
Paphos, Cyprus

Young Microbiologists Symposium 2018

17-20 August
Belfast, UK

MedVet PATHOGENS 2018 – 5th Prato Conference on Animal Bacterial Pathogenesis

3-4 October
Prato, Italy

25th International Symposium on Hepatitis C Virus and Related Viruses

2-10 September
Dublin, Ireland

5th Midlands Molecular Microbiology Meeting (M4)

11-12 September
Coventry, UK

Vector-borne Diseases in the UK: Biennial Conference 2018

1-2 December
Norwich, UK

Microbial Molecular Ecology Group (MMEG) meeting

1-3 October
Swansea, UK

Influenza Update Meeting 2018

14-15 February
Cambridge, UK

2019 Society Supported Conference Grants

Recently Independent Virology Researchers (RIVR)

15-16 February
Leeds, UK

e-Bug 10 Year Anniversary International Meeting)

1-3 September
London, UK

The UK Cellular Microbiology Network: Exploring cell biology at the host-bacterial interface

1-4 February
London, UK

The Shape and Form of Eukaryotic Microbial Pathogens: a symposium in honour of Professor Keith Gull

12-13 March
Oxford, UK

17th UK Hepacivirus and Flavivirus meeting

17-18 May
Cumbria, UK

HFP2019: Molecular Mechanisms of Host-Pathogen Interactions and Virulence in Human Fungal Pathogens

27-29 May
La Colle-sur-Loup, France

24th Glasgow Virology Workshop (GVW)

7 June
Glasgow, UK

6th Molecular Microbiology Meeting

1-2 June
Newcastle upon Tyne, UK

PYFF7: Physiology of Yeasts and Filamentous Fungi 7

28-30 June
Milan, Italy

Staphylococcus Great Britain & Ireland 2019

1-11 July
Coventry, UK

Pseudomonas 2019 – the 17th Biannual Conference

21-23 July
Kuala Lumpur, Malaysia

Bacterial Morphogenesis Survival and Virulence 2019

1-2 August
Barcelona, Spain

6th Midlands Molecular Microbiology Meeting (M4)

9-10 September
Nottingham, UK

The Interacting Fungus

17-19 September
Aberdeen, Scotland

In 2019 we will launch a UK and Ireland roadshow led by our new President, Professor Judith Armitage. Each event will be designed to give members and non members an opportunity to engage in discussions about microbiology and to find out how they can get more involved in Society activities. These events will ensure the President is able to meet members, representatives from related societies and other key stakeholders in the first year of her presidency. In March, events in Leeds and Newcastle will feature a keynote talk from Professor Judith Armitage on 'Diversity and women in science' and again in October in Dublin. On 18 November, we will visit the University of Plymouth with a keynote talk on AMR in support of World Antibiotics Awareness Day.

Our journals have placed fresh emphasis on the Society's membership over the course of 2018 and in 2019 this will start to bear fruit with new opportunities for members to publish their work, such as poster publication in *Access Microbiology*, and new ways to get involved with the journals, for example by guest-editing special collections focused on Society events and policy activities.

In 2019 we will continue to encourage members to take up the opportunity of our Council and Committee shadowing scheme, with the aim of increasing the number of members who are willing to run for office. This year there will be elections for roles on Council, Communications Committee, Policy Committee, Professional Development Committee, Publishing Committee and the ECM Forum Executive Committee, and we seek to ensure a diverse candidate pool so that all of our members are represented in the running of the Society.



The Society will increase opportunities for generating income from a range of commercial and philanthropic sources

2018

In the spring of 2018 our project to demonstrate the value of our impact, based on an economic assessment of the 'social return on investment', was completed, showing a return of more than £7 for every £1 that the Society invests in its charitable objects. This evidence will enable us to explore in more detail the possibility of a philanthropic fundraising campaign.

Exhibition revenue from Annual Conference increased in 2018, with 28 stands sold. We continue to seek ways to increase this income for 2019 and future years.

Income diversification activities in 2018 included taking on the *Candida* and *Candidiasis* meeting for 2020, working with e-Bug on activities for their tenth anniversary and exploring partnership activities with Campden BRI and Public Health England.

In 2018 we received the following financial subventions from tourism organisations to support our events programme:

- Visit Belfast awarded us £35,000 for Annual Conference 2019 and a further £35,000 towards Annual Conference 2022.
- Convention Edinburgh has awarded us £5,000 towards Annual Conference 2020.
- Tourisme Montréal (Canada) has awarded us \$26,250 CAD for *Candida* and *Candidiasis* 2020.

2019

In 2018 the Society made plans to restructure the journals' subscription model to better reflect our markets and to simplify the classification scheme. Two further initiatives put in place for the 2019 subscription year were to move to online-only dissemination of journal articles and to introduce efficiencies to online authentication for our library customers. Eliminating print from our subscription package will reduce Society outgoings on materials, manufacture, shipping and storage, as well as protecting us from potentially fraudulent claims for non-delivery of print journals. The simplification of tiering and elimination of print are proving popular in 2019.

In September 2018 a coalition of European and philanthropic funders, led by the European Commission, released Plan S, an initiative for Open Access publishing which requires that, from 2020, scientific publications that

result from research funded by public grants must be published in compliant Open Access journals or platforms. During 2019 we will explore business models that allow us to support the entire microbiology community in their publishing endeavours, regardless of their ability to pay, by working with research institutions, funders and microbiologists around the world to ensure a sustainable Open Access future for our publishing activities.

The Society is preparing to host the Federation of Infection Societies 2019 Annual Conference (FIS 2019) in Edinburgh in November. Work undertaken early in 2019 will include research of potential exhibitors and sponsors in support of the event and the design of a range of communications and promotional material to raise awareness of the Conference to Society members and networks.

The Society will maximise cost savings and efficiencies

36|37

2018

We responded to the growing demand on our website by devoting increased resources to support improvements to the site's structure and features to deliver an outstanding experience and ensure the site's long-term sustainability.

We made a suite of operational updates in 2018, aiming to increase the dissemination of microbiology research to our members and subscribers while saving money, reducing turnaround times and decreasing training times for new staff and new Editors. For example, *Access Microbiology* offers a new opportunity to consider articles that have been rejected from one of our existing titles and publish them if they are methodologically and scientifically sound – something often

known in the publishing industry as 'cascade'. Cascade allows the Society to retain at least part of the investment made in processing and peer reviewing articles from the existing portfolio, which is currently lost when articles are rejected. Within three months of launch, more than a dozen articles had been cascaded to *Access Microbiology* from other journals in the portfolio.

We also updated the process by which members apply to hold a Focused Meeting; by asking more tailored questions of our members we improved budgeting for the programme and were therefore able to set delegate fees at a level where we broke even or generated a small surplus on direct costs rather than making a loss.

2019

Arrangements for the Society to share premises with six other biologically oriented charities, while sound in principle, have proved difficult to operate in financially stable ways. Following changes to the operation of Business Rates, a complete review by the co-owners concluded that it was not realistic to operate six separate strategies aimed at six separate sets of charitable objects in a cost-effective manner. During 2019, the owners will sell their joint headquarters and the Microbiology Society will aim to buy new office space nearby. Whilst there will inevitably be some up-front costs, the prospects for long-term sustainability will be significantly enhanced.

The journal-hosting platform, www.microbiologyresearch.org, will receive a fresh new look in 2019, combined with significant upgrades in functionality. By stepping back from a historic insistence on bespoke features, we will be able to deliver this at very low cost and with a reduction in our annual software licencing fees.

During 2019 we will review our processes for monitoring and evaluating all of the Society's work to ensure that they are rigorous and proportionate, ensuring our time and resources are well invested to deliver our strategic objectives. In particular, we will aim to have more effective evaluation of the Society's overall impact, not just measure individual programmes.

RISK MANAGEMENT

A vital element to ensuring our sustainability is the diligent and prudent management of risk. Council has identified the specific risks that may be faced by the charity and put in place policies to mitigate them. It formally reviews the critical risk register, following detailed scrutiny and proposed amendment of the register by the senior staff. In 2018 Council agreed to form a new Committee to specifically deal with Audit, Risk and Evaluation. An external Chair was appointed to this Committee by the end of 2018 and the Committee will meet for the first time in 2019 and report to Council twice a year. To ensure that risks are adequately scrutinised, two elected members of Council also sit on the Committee and have responsibility for the detailed examination of risk.

Council recognises three broad categories of risk – reputational, financial and operational risks. The major risks faced by the charity tend to come from activities that have the potential to contribute risk in more than one of these three categories.

The principal risks which Council has identified are:

Staff

The staff form a core resource of the Society, without which it could not achieve its objectives. The loss of corporate knowledge or skills and the operational impacts of losing key staff are major risks. This is particularly true in a small organisation with a number of different activities, which inevitably leads to reliance on one or two key individuals for some important functions.

Council mitigates the risks by: (i) ensuring robust recruitment procedures; (ii) investing in staff development; (iii) sharing information effectively; and (iv) implementing strong HR policies.

In 2018 the Society experienced higher-than-average staff turnover. Most leavers progressed to promotions in other organisations and the risk mitigation plan described above has ensured that there was no decline in performance.

Partnerships

Much of the Society's work is conducted in partnership with other organisations and it co-occupies its headquarters with five other charities. In 2018 the Society and the other charities took the decision to sell the two buildings they co-own and relocate separately. A change in the rules regarding business rates, a difficult London property market and different strategic directions led to the decision. In 2019 the Microbiology Society will relocate to new premises in London. We will continue to collaborate with the other co-owners of Charles Darwin House following the sale, where there is a strategic benefit to the organisations involved.

Income and expenditure

The Society continues to be highly dependent on its peer-reviewed journals for its main source of income. In 2018, Council continued to mitigate this risk by taking action: (i) to invest in the future of its publishing business; (ii) to maximise its income from other existing sources; (iii) to review costs regularly; and (iv) to seek new and diverse sources of income.

As noted under Objective 3, the release of Plan S by a coalition of funding bodies is likely to impact on Society journal subscription revenues. We are working to mitigate this risk through: (i) ensuring our Open Access policies are compliant with even the most stringent funder mandates; (ii) exploring new Open Access business models suitable for both single institutions and consortia purchasers; and (iii) engaging with the Open Access policy community to influence the development of guidelines around Plan S.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Microbiology Society is a company limited by guarantee, first incorporated in 1972, and a registered charity with the charitable object of advancing the art and science of microbiology. Its governing document comprises the Articles of Association, which incorporates the Memorandum of Association. These documents are all available on the Society's website.

The Trustees have given careful consideration to the Charity Commission's public benefit guidance in defining the Society's Vision and Mission statements and in ensuring that the Society continues to achieve the advancement of science and of education.

The Society is led by a Council who are the Trustees of the charity and the directors of the company. Council is made up of three Executive Officers (President, Treasurer and General Secretary), six elected members and the Chairs of six strategic committees: Communications, Policy, Professional Development, Publishing, Scientific Conferences and the Early Career Microbiologists' Forum Executive Committee. The Treasurer is the Chair of the Finance and Operations Committee. In 2018 a new Committee for Audit, Risk and Evaluation was formed, with an external independent Chair.

COUNCIL MEMBERS



The Executive Officers and Chairs of Committees are appointed by Council. The Society continually reviews the process for recruitment for these positions, balancing the need for an open and transparent process, provision for equality, diversity and inclusion and the importance of engaging suitable and motivated individuals. For all Executive Officer posts and Committee Chairs, there is an open call for nominations from the eligible categories of membership. Nominations are then reviewed by a nominations panel, comprised of members of Council and chaired

by the General Secretary. The panel may also approach and invite nominations from potential candidates. The panel brings recommendations to the full Council for consideration before appointment. In the case of the President, a formal, anonymous vote is undertaken by Council of those candidates considered suitable by the nominations panel. In the case of Elected members of Council, nominations are also sought from the membership and candidates elected via open election. The Chair of the Early Career Microbiologists' Forum is elected by the members of the Forum.

Professor Ian Roberts took office as Treasurer on 1 January 2018.

Professor Judith Armitage was elected President during 2018, joining Council meetings in September and December before formally taking office on 1 January 2019.

All newly appointed or elected members of Council receive induction information and are required to complete a declaration that they are not disqualified from serving as company directors and charity trustees. Members of Council also complete a Register of Interests form and abide by the Society's policy on potential conflicts of interest. The Society provides short training sessions to Council members on their duties and responsibilities as trustees and directors, and governance best practice as well as providing access to external governance training courses and supporting Council members to attend these.

Council meets quarterly to transact the business of the Society and in 2018 met in March, July, September and December.

Committee members provide knowledge and expertise to oversee and inform delivery of relevant projects. The Committees are formed of members of the Society who are elected to positions by the full membership. Each Committee also has provision to co-opt members who can be non-members if the Committee identifies particular skills requirements. All members of Committees sign a Memorandum of Understanding to clarify roles and expectations before undertaking positions.

The Scientific Conferences Committee is supported by the Divisions of the Society to ensure coverage from a range of microbiological areas in the meetings programme. Three of these are taxonomically

defined, dealing with Eukaryotic microbes, Prokaryotes and Virology. The Society also has an Irish Division to oversee its activities in Ireland.

In 2018 we appointed two new posts on the Scientific Conferences Committee for a Federation of Infection Societies (FIS) Chair and Chair Elect to ensure the Society has a point of coordination for the programme for the FIS Annual Conference.

The Early Career Microbiologists' Forum Executive Committee is supported by the wider Early Career Forum of the Society to ensure early-career members can help shape the future of the Society.

Members of Council, Committees and Divisions serve on a voluntary basis with no remuneration but claim reimbursement of expenses incurred whilst on Society business.

The day-to-day management of Society business is delegated to the Chief Executive, supported by the Senior Management of the Society. During 2018 there were three directors, covering Members' Programmes and Strategy; Publishing; and a Chief Operations Officer. The Society employs over 39 staff at the freehold offices, which the Society co-owns with other biology societies, who work in the functional departments: Members' Programmes, Operations and Communications, and Publishing. Staff names, job titles and key contact details can be found on the Society website.

All salaries, including those of key management personnel, are reviewed and benchmarked by reference to external agencies as well as being regularly reviewed by the Finance and Operations Committee. It is the aim of the Society to attract highly talented individuals who are motivated to work in the charity and scientific sectors.

FINANCIAL REVIEW

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Results for the year

The Society's results for the year are set out in detail in the statement of financial activities on page 46, which incorporates the income and expenditure account. Council has reviewed the results for the year and the position at the year end and considers them to be satisfactory.

The principal funding sources have continued to be income from sales of publications, investment income, membership subscriptions, and event registration fees and exhibitor and sponsorship fees.

The Society has continued expenditure on journal publishing, scientific conferences, grants, policy and member engagement. Throughout 2018, the Society has developed membership engagement activities, including planning for a President's roadshow to be held throughout 2019 as well as developing several member resources on the Mi Society area of the website.

It is the objective of the Society over a period of time to utilise each current year's net income after providing for non-recurring items. Following a review of the Society's reserves in 2018, a plan was agreed to spend down £1,783,573 of reserves over the course of the Society strategy 2018-2022 to invest in the future of the organisation. This spend down commenced in 2018 with £159,530 of expenditure. This has resulted in an overall deficit of £46,000. There was also a loss on the investment portfolio of £1,283,000 in 2018, bringing the overall deficit on the statement of financial activities for 2018 to -£1,329,000. As planned, during 2018 the senior management team of the Society reviewed the seven principles of the Charity Governance Code and agreed that the Society was working in line with the seven principles but will continue to use this as a guide going forward. The code has not been formally adopted by Council as it is not mandatory, but provides a framework and structure for good governance. The areas covered are as follows: organisational, leadership, integrity, decision-making, board effectiveness, openness and accountability.

Reserves policy

It is the policy of Council to maintain sufficient funds to meet its strategic objectives contained in its five year strategic plan 2018-2022. The reserve is intended to provide a source of funds for situations such as a change in circumstances, a sudden increase in expenses, unanticipated loss in funding, or uninsured losses.

The current reserves policy has a target reserves figure of £8,342,000. Actual free reserves are £13,277,000. The target minimum reserves level is equal to two years operating costs for publishing operations plus one year operating costs for all other activities. The calculation includes all recurring, anticipated expenditure such as salaries and benefits, the programme of current activities and ongoing professional services.

The reserve may also be used for one-time, non-recurring opportunities that will build long-term capacity, such as research and development, investment in infrastructure or collaboration opportunities. We are investing our reserves in the following activities which span the five years of the 2018-2022 strategy: 75th Anniversary activities; investments in technology to support the publishing process; investment in physical infrastructure such as IT; and investment in people, both our members, through engagement activities, and staff.

Council modelled scenarios and developed and analysed the Society's long-term financial forecast before carrying out a detailed evaluation of the potential risks to its income, of which 85% comes from journal sales. The changing external environment in this area, including external pressure to provide all content as open access, remains a significant risk and the target reserves level was developed to take into consideration the fact that a radical change to the current publishing model would take time to take effect and would require additional investment.

The target amount will be calculated each year after approval of the annual budget, reported to the Finance and Operations Committee and Council. The Council of the Microbiology Society will carry out a full review of this policy every three years or sooner if income changes significantly.

The reserves will be funded with surplus unrestricted operating funds. The Council of the Microbiology Society may from time to time direct that a specific source of revenue be set aside for reserves. Examples may include one-time gifts or donations, special grants or special appeals.

Investment policy and objectives

Following the development of an explicit Investment Policy document in 2014 and the appointment of Waverton as investment managers, the Society's assets are now invested primarily in a portfolio of good-quality companies worldwide that are chosen for both the long-term value of their shares and their profitability and their potential to generate dividend income. The objective is to maximise the long-term total return of the fund, subject to certain limitations and restrictions.

In addition, during 2014, the Society appointed Asset Risks Consultants (ARC) to assist in reviewing the Society's current investment management and assist in appointing new managers if appropriate. ARC regularly attend the Society's Finance and Operations Committee meetings to review the performance of the investments and Waverton Investment Managers attend each meeting. Finance and Operations Committee have plans to examine this position during 2019.

Restrictions on distribution

The Memorandum of Association prohibits the distribution of income and property of the Society to the members. Upon dissolution or winding up of the Society, the assets shall be given or transferred to some similar institution having objectives similar to those of the Society.

Tax status

The Society is entitled to exemption from taxation on income and capital gains to the extent that its funds are applied for charitable purposes.

STATEMENT OF COUNCIL'S RESPONSIBILITIES

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Council members (who are also directors of the Microbiology Society for the purposes of company law) are responsible for preparing the Report of the Council and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires Council to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Society and of the incoming resources and application of resources, including the income and expenditure, of the Society for that period. In preparing these financial statements, Council is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 Society will continue in business.

Council is responsible for keeping adequate accounting records which are sufficient to show and explain the Society's transactions and which disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Society's constitution. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as Council is aware:

- there is no relevant audit information of which the Society auditor is unaware; and
- Council has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Council is responsible for the maintenance and integrity of the corporate and financial information included on the Society's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislations in other jurisdictions.

Signed on behalf of Council

Dr Peter Cotgreave
Company Secretary



Approved by Council on 5 July 2019

INDEPENDENT AUDITOR'S REPORT TO THE COUNCIL AND MEMBERS

Opinion

We have audited the financial statements of Microbiology Society ('the company') for the year ended 31 December 2018, which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

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 2018 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

- the trustees' use of the going-concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going-concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' Annual Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, 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 Trustees' Annual Report and in preparing a Strategic Report.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going-concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going-concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our

auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members 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 any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Signed:

Kingston Smith LLP

Date: 23 July 2019

Andrew Stickland (Senior Statutory Auditor)
for and on behalf of Kingston Smith LLP, Statutory Auditor
Devonshire House
60 Goswell Road
London, EC1M 7AD

STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 DECEMBER 2018

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	2018 total £'000	2017 total £'000
Income from:		
Charitable activities		
Fundraising	3,476	4,100
Grants and income from research and development	183	100
Scientific conferences	505	600
Other income	88	0
	4,252	4,800
Investments	206	120
Total income	4,458	4,777
Expenditure on:		
Charitable activities		
Fundraising	1,814	1,000
Research and development	1,720	1,000
Scientific conferences	247	200
Raising awareness and influencing policy	651	200
	4,691	2,400
Raising funds		
Fundraising	72	0
Total expenditure	4,504	4,761
Net (expenditure) before net gains (losses) on investments	(46)	0
Net gains/(losses) on investments	(1,283)	1,000
Net income/(expenditure) and movement in funds for the year	(1,329)	0
Fund balances brought forward	14,606	14,606
Fund balances carried forward	13,277	14,606

All the above amounts relate to continuing activities.
The charity had no restricted income or expenditure in the year or the previous year.

The annexed notes form part of these financial statements

BALANCE SHEET

AS AT 31 DECEMBER 2018

	2018 total £'000	2017 total
Fixed assets		
Intangible assets	413	
Tangible assets	1,992	
Investments	10,882	
	13,287	
Current assets		
Debtors	430	
Cash at bank and in hand (including deposits)	2,075	
	2,505	
Creditors: amounts falling due within one year		
Trade creditors	244	
Sundry creditors	120	
Other taxation and social security	39	
Publication income received in advance	2,112	
	2,515	
Net current assets/(liabilities)	(10)	
Net assets	13,277	
Unrestricted funds		
General	13,277	
Total funds	13,277	14,606

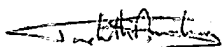
Small company provisions

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

Approved and authorised for issue on 4 July 2019 and signed on behalf of Council.

Date: 5 July 2019

Signed



Professor Judy Armitage
President

Signed:



Professor Ian Roberts
Treasurer

The annexed notes form part of these financial statements

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2018

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	2018 £'000	2017
Cash flows from operating activities:		
Net (expenditure) for the year before net gains/losses on investments (as per the statement of financial activities)	(46)	
Adjustments for:		
Depreciation	107	
Amortisation	26	
Net gains on investments	(206)	
Net losses on investments	5	
Net cash (used in) operating activities	(241)	
Cash flows from investing activities:		
Dividends and interest from investments	206	
Purchase of intangible assets	(42)	
Net proceeds from sale of investments	436	
Net cash provided by investing activities	600	
Change in cash and cash equivalents in the year	359	
Cash and cash equivalents at the beginning of the year	1,716	
Cash and cash equivalents at the end of the year	2,075	

The annexed notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2018

1 ACCOUNTING POLICIES

Basis of accounting

These financial statements have been prepared under the historical cost convention as modified by the revaluation of investment property and fixed asset investments, and are prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity is a public benefit entity for the purposes of FRS 102 and therefore has also prepared the financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity's forecasts and projections. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

The presentational currency used is British pound sterling, and balances are rounded to the nearest £1,000.

A separate income and expenditure account has not been prepared as the information required by the Companies Act 2006 is given in the statement of financial activities and in the notes to the financial statements.

Critical accounting judgements and key sources of estimation uncertainty

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

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

The key estimates used in the preparation of these Financial Statements are the depreciation rate of fixed assets (as detailed later in this note) and the recoverability of trade debtors. In the view of the Trustees, there are no other key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102.

Intangible assets

Assets with a cost in excess of £1,000 and which have an expected useful life of over one year are capitalised.

Amortisation is provided on all intangible assets at rates calculated to write off the cost, less the estimated residual value, of each asset over its expected useful life, as follows:

- CRM – at 20% p.a. on a straight line basis
- Website – at 25% p.a. on a straight line basis.

Tangible fixed assets

Assets with a cost in excess of £1,000 and which have an expected useful life of over one year are capitalised.

Depreciation is provided on all fixed assets at rates calculated to write off the cost, less the estimated residual value, of each asset over its expected useful life, as follows:

- Office equipment, fixtures and fittings – 25% or 20% p.a. on a straight line basis
- Motor vehicles – 25% p.a. on a straight line basis
- Freehold property – 2% p.a. on a straight line basis.

Fixed asset investments

The fixed asset investments are carried at market value Based on the bid price at the balance sheet date. Unrealised and realised gains are both recognised in the Statement of the Financial Activities.

Investment income includes the appropriate tax deductions and tax credits and interest accrued on all fixed-interest stocks.

Investment property

Investment property is carried at fair value. No depreciation is provided. Changes in fair value are recognised in the Statement of Financial Activities.

Income

Income is recognised in the Statement of Financial Activities in the period in which the Society is entitled to the income, it can be measured reliably and receipt is probable. Income from membership and publication subscriptions is included in the statement of financial activities in the period to which it relates. Subscription receipts in advance are recorded as deferred income. Income from memberships, publications and conferences is recognised in the period to which it relates. Any amount received in advance is deferred. Investment income is recognised on an accruals basis.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Grants

payable are recognised where the grant has been approved and the recipient has been informed it has been awarded. Where costs cannot directly be attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources and in particular the number of employees involved in each area.

Foreign currencies

Transactions in foreign currencies, principally US dollars, are recorded at the rate ruling at the date of the transaction. Assets and liabilities denominated in foreign currencies are converted at the year end exchange rate. All exchange differences are reflected in the income and expenditure account.

Stock

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

Pensions

The Society operates defined contribution pension arrangements, the assets of which are held separately from those of the Society in independently administered funds. Contributions are charged to the income and expenditure account as they become payable.

2 GRANTS AWARDED

	2018 £'000	2017
Institutional grants		
Harry Smith Vacation Studentships (38 grants, £1,000 each)	69	5
Education and Outreach Grants (12 grants to fund microbiology promotion, £1,000 each)	10	
ECM Forum Event Fund (2 grants, £500 each)	1	
International Development Fund (1 grant to fund microbiology training in developing countries, £5,000)	5	
Total institutional grants	85	5
Individual grants		
Research Visit Grants (8 grants for research visits, £2,875 each)	23	1
Society Conference Grants (401 grants for travel and accommodation at Society meetings, £22 each)	89	
Undergraduate Microbiology Prize (0 grants, £0 each)	0	
Travel Grants (102 grants, £62 each)	62	
Microbiology in society Award (1 grant, £5,000)	5	
Total grants to individuals	179	234
Grants approved in the prior year not taken up	17	
Total grants	247	327

3 TURNOVER

At 31 December 2018, included within Publication Income and Membership fees is overseas income amounting to 84% (2017: 84%) of the total income generated from these activities.

4 EXPENDITURE

	2018 £'000	2017 £'000
Costs include:		
Auditor's remuneration: audit fees	17	17
Amortisation	107	107
Depreciation	26	26

5 EXPENSES REIMBURSED TO MEMBERS OF COUNCIL

8 (2017: 8) members of Council were reimbursed expenses of £5,978 (2017: £8,730) relating to travel and subsistence.

6 EXPENDITURE

	Staff costs	Other costs	Support allocation	2018 £'000	2017 £'000
Publishing	1,746	2,758	-	1,814	1,814
Members' programmes	1,720	-	-	1,720	1,720
Grants and awards	-	247	-	247	247
Raising awareness and influencing policy	-	-	651	651	651
Investment management costs	-	-	72	72	72
Support	-	-	-	-	-
Total expenditure	1,746	2,758	-	4,504	4,761

Support costs are apportioned to direct activities based on the direct staff costs allocated to those activities.

7 SUPPORT COSTS

	2018 £'000	2017 £'000
Governance	51	51
Human resources	98	98
Premises and general office	286	286
Information technology	173	173
Professional and legal	122	122
Depreciation and charges	218	218
Staff costs	373	373
Total	1,321	1,194

8 STAFF COSTS

	2018 £'000	2017 £'000
Salaries	1,422	1,350
Social security costs	130	125
Other pension costs	194	180
Redundancy	—	—
Total	1,746	1,648

The average monthly number of persons employed by the Society during the year was 38 (2017: 37).

No member of Council received any remuneration in respect of their services to the Society.

The number of employees whose emoluments amounted to over £60,000 in the year, not including pension contributions and employer National Insurance contributions, were as follows:

	2018 No.	2017 No.
£70,000 – £80,000	2	1
£80,000 – £90,000	1	—
£100,000 – £110,000	—	—
£110,000 – £130,000	1	—
	4	3

Contributions to the pension scheme on behalf of the employees noted above amounted to £54,318 (£48,000 in 2017).

The key management personnel of the Charity comprise the trustees, the Chief Executive and Senior Management team. The total employee benefits of the key management personnel, inclusive of employer pension contributions and employer National Insurance contributions, were £464,633 (£450,000 in 2017).

9 INTANGIBLE ASSETS – CRM AND WEBSITE

	Total £'000
Cost or valuation	
At 1 January 2018	505
Additions	42
Disposals	—
At 31 December 2018	547
Amortisation	
At 1 January 2018	27
Provided during the year	107
Released on disposal	—
At 31 December 2018	134
Net book value	
At 31 December 2018	413
At 31 December 2017	478

10 TANGIBLE FIXED ASSETS

	Freehold land and buildings £'000	Office equipment, fixtures and fittings £'000	Total £'000
Cost or valuation			
At 1 January 2018	2,115	59	2,174
Additions	-	-	-
Disposals	-	(54)	(54)
At 31 December 2018	2,115	5	2,120
Depreciation			
At 1 January 2018	98	58	156
Provided during the year	26	-	26
Released on disposal	-	(54)	(54)
At 31 December 2018	124	4	128
Net book value			
At 31 December 2018	1,991	1	1,992
At 31 December 2017	2,017	1	2,018

The charity holds a part share of Charles Darwin House Limited who owned 12 Roger Street on trust for the co-owners until it was sold after the year end. The Co-owners were the biological focused charities that occupied 12 Roger Street, Charles Darwin House Limited also owns 107 Grays Inn Road on trust.

12 Roger Street was used as the charity's headquarters in the year, and its share of the building is included in freehold land and buildings.

107 Grays Inn Road is accounted for as a mixed use property as it is partly used by the charity for meeting room space with the remainder let out. The investment property component is included within investments at the Trustees estimate of its fair value. In arriving at their estimate of fair value, Trustees have taken account of a professional valuation commissioned collectively with the other co-owners of the building in late 2018.

11 INVESTMENTS

	2018 £'000	2017
Fixed asset investments	9,502	-
Investment property	1,380	3,100
Total	10,882	12,601

Fixed asset investments

	2018 £'000	2017
Market value at 1 January 2018	10,617	10,617
Additions at cost	4,576	-
Sales proceeds	(4,533)	-
Net gain/(loss) on revaluation	(679)	-
Net movement in cash	(479)	-
Market value at 31 December 2018	9,502	10,617

	2018	Cost	Market value	
	£'000	2017	2018	2017
		£'000	£'000	£'000
Property				
UK equities	258	222		
Overseas equities	5,213	5,785		
Bonds	1,674	1,631		
Alternatives	1,526	1,154		
Cash	710	710		
	9,381	9,514	9,502	10,617

All investments held are listed on the London Stock Exchange.

Included in the above is an investment in Waverton Sterling Bond Fund (Class A GBP) valued at £590k and representing 6.2% of the investment portfolio at the year end. There were no individual investments valued at over 5% of the total investment portfolio at the year end.

Investment property

	2018	2017
	£'000	£'000
Market value at 1 January 2018	1,984	
Net (loss) on revaluation	(604)	
Market value at 31 December 2018	1,380	1,984

12 DEBTORS

	2018	2017
	£'000	£'000
Other debtors	96	151
Prepayments and accrued income	334	284
Total	430	435

13 PUBLICATION INCOME RECEIVED IN ADVANCE

	2018	2017
	£'000	£'000
Institutional sales of publications in advance	2,056	2,117
Members' subscriptions in advance	56	63
Total	2,112	2,180
Balance at 1 January 2018	2,180	2,152
Amount released to income	(2,180)	(2,152)
Amount deferred in the year	2,112	2,180
Balance at 31 December 2018	2,112	2,180

14 PENSIONS

The Society operates defined contribution pension arrangements, the assets of which are held separately from those of the Society, in independently administered funds. The pension cost charged represents contributions payable by the Society to the funds amounting to £194 thousand (£194,000). At 31 December 2018, the amounts payable to the pension fund amounted to £Nil (£0).

15 UNRESTRICTED FUND – GENERAL

	2018	2017
	£'000	£'000
Balance at 1 January 2018	14,606	14,606
Net income/(expenditure) before net gains on investments	(46)	-
Net gains on revaluation of investment assets	(1,283)	2,987
Balance at 31 December 2018	13,277	14,606

16 FINANCE COMMITMENTS

The charity has the following amounts due to the end of the leases in:

	2018	2017
	£'000	£'000
Less than one year	-	-
Within 2-5 years	-	-
Total	-	-

17 FINANCIAL INSTRUMENTS

The year end carrying value of financial assets and financial liabilities (measured at amortised cost, with the exception of investments which are measured at fair value), was as follows:

	2018	2017
	£'000	£'000
Financial assets measured at fair value	9,502	9,502
Financial assets measured at amortised cost	72	-
Financial liabilities measured at amortised cost	120	416

18 RELATED PARTY TRANSACTIONS

There were no related party transactions in the year (£0).

PHOTO CREDITS:

Cover: Mould hyphae and sporangia (*Penicillium* sp.) SEM – Dennis Kunkel Microscopy/Science Photo Library

Page 3: Allergic fungus *Alternaria alternata*, SEM – Dennis Kunkel Microscopy/Science Photo Library

Coloured scanning electron micrograph (SEM) of filamentous allergic fungus (*Alternaria alternata*). *Alternaria* is a dematiaceous (phaeoid) fungus commonly isolated from plants, soil, food and indoor building environment. They are causative agents of phaeoerythromycosis and other respiratory allergies. It is one of the main fungal causes of allergy, being a common type I and III allergen. It is the most common species isolated from human infections. Cases of mycetomycosis, sinusitis, ulcerated cutaneous infections and keratitis as well as visceral infections and osteomyelitis have been reported. The production of melanin-like pigment is one of its major morphological characteristics. These moulds are characterised by their dark pigmentation due to melanin, which absorbs harmful UV radiation. *Alternaria alternata* also causes leaf spots, rots and blights in plants.

Page 4: *E. coli* conjugation, TEM – Dennis Kunkel Microscopy/Science Photo Library

Coloured transmission electron micrograph (TEM) of *E. coli* strains undergoing conjugation via a pilus. Bacterial conjugation is the ability to transfer DNA between strains of bacteria (via a pilus). It allows a new mutation to spread through an existing population. It is believed that this process led to the spread of toxin synthesis from *Shigella* to *E. coli* (O157:H7). *Escherichia coli* is a gram-negative, facultatively anaerobic, enteric, rod prokaryote. This bacterium was isolated from the human intestine and is normally a part of the human and animal microbiota. Most *E. coli* strains are harmless, but some strains can cause serious problems such as food poisoning, urinary tract infections, travellers' diarrhoea and nosocomial infections. The *E. coli* O157:H7 strain is fatal to humans if contracted when contaminated meat is cooked inadequately.

Page 6: Coloured TEM of a T4 bacteriophage – Dept. of Microbiology, Biozentrum/Science Photo Library

Coloured transmission electron micrograph (TEM) of a T4 bacteriophage virus. The swollen structure at top is the head, which contains DNA inside a protein coat. Attached to this is the tail, consisting of a tube-like sheath and tail fibres (at bottom). T4 bacteriophages are parasites of *Escherichia coli*, a bacterium common in the human gut. The virus attaches itself to the host bacterial cell wall by its tail fibres; the sheath then contracts, injecting the contents of the head (DNA) into the host. The viral DNA makes the bacteria manufacture more copies of the virus.

Page 8: Participants at the Emerging Zoonoses and AMR Focused Meeting – Surrey, UK

Page 10: Participants at the Molecular Biology and Pathogenesis of Avian Viruses Focused Meeting – Oxford, UK

Page 12: Fleming Prize winner Sarah Coulthurst at Annual Conference 2018 – Ian Atherton

Poster presentation at Annual Conference 2018 – Ian Atherton
Participants at Annual Conference 2018 – Ian Atherton

Page 17: Participants at Annual Conference 2018 – Ian Atherton

Page 21: Participants at Annual Conference 2018 – Ian Atherton

Page 23: Participants at Annual Conference 2018 – Ian Atherton

Page 24: Participants at Antibiotics Unearthed, Annual Conference 2018 – Ian Atherton

Page 25: Paul Kellam at House of Lords Inquiry

Page 26: Mould hyphae and sporangia (*Penicillium* sp.) SEM

Coloured scanning electron micrograph (SEM) of Mould, hyphae, conidiophores (fruiting structures) and conidium (asexual spore) formation (*Penicillium* sp. likely *Penicillium candidum*). *Penicillium candidum* is used to develop many soft-ripened cheeses such as Brie. Antimicrobial penicillins are synthesised from strains of this genus. Magnification: x775 when shortest axis printed at 25 millimetres.

Page 34: Participants at the ECM Forum, Annual Conference 2018 – Ian Atherton

Color image, black and white and grayscale Penicillium 6579
 Optical scanning electron micrographs (SEM) of *Morita*,
Hyphalea confertifera, *Trichothium striatipes* and *Conidiophora*
basicaudata (Penicillium) *Penicillium* sp. (likely *Penicillium*
canadense) *Penicillium canaliculatum* used to develop many
 SEM images, these such as Eric Antibiotic penicillins are
 synthesized from strains of this genus. Magnification $\times 275$
 when color plates printed on 30 millimeters