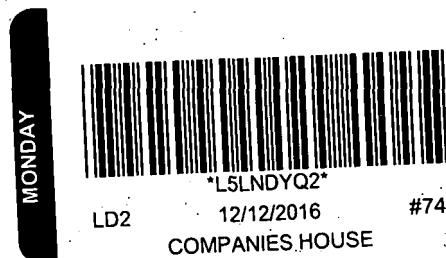


INSTITUTE OF ALCOHOL STUDIES
(Limited By Guarantee)

Company Number: 5661538
Charity Number: 1112671

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016



Myrus Smith
Chartered Accountants

Norman House,
8 Burnell Road,
Sutton, Surrey.
SM1 4BW

INSTITUTE OF ALCOHOL STUDIES

(Limited By Guarantee)

Company Number: 5661538

Charity Number: 1112671

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

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INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016

The Directors of the Institute of Alcohol Studies (IAS) submit their annual report and the audited financial statements for the year ended 31 March 2016 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association and the accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective 1 January 2015).

IAS Objectives and activities

The objectives of IAS are:

- *to educate and to preserve and protect the good health of the public by promoting the scientific understanding of beverage alcohol and the individual, social and health consequences of its consumption.*
- *to promote measures for the prevention of alcohol related problems*
- *to promote for the public benefit, research into beverage alcohol and to publish the useful results.*

Our main work is based around helping to bridge the gap between the scientific evidence on alcohol and the wider public. We want to make all of this evidence accessible to anyone with an interest in alcohol – politicians, reporters, health professionals, students, youth workers and others – and to advocate for effective responses that will reduce the toll of alcohol in society.

This takes place through four major parts of our work:

- We write occasional major reports and research papers
- We exchange information and advocate for evidence-based alcohol policy as active members of alliances and forums for public interest groups
- We produce up-to-date information and factsheets on key aspects of alcohol policy in the UK that are freely available on our website, and monthly magazine the Alcohol Alert
- We answer queries from the media and general public and make media appearances when requested

During the financial year 2015/16 IAS delivered a Business Plan that was prepared and agreed by Staff and Trustees. Objectives outlined in the business plan related to the following activities:

1. Staff recruitment, HR policies and processes
2. Maintenance of the IAS website
3. Media activity
4. Publications and reports
5. IAS Expert Advisory Panel
6. Stakeholder engagement
7. Creation of a Research Directory

Achievements and performance 2015/16

Staff recruitment, HR policies and processes

IAS restructured its operations following the closure of its Cambridgeshire office in March 2015, recruiting two new members of staff in August 2015 and appointing an Office Manager to the London office. This year also saw the introduction of a new Staff Handbook outlining the formal performance and development review process and pay scales which are benchmarked against the nationally agreed higher education institutions salary scales.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

Maintenance of the IAS website

Maintenance of the IAS website is a key activity for IAS that includes reviewing the core information presented in the 'Alcohol Knowledge Centre' in light of research developments, statistical releases and reporting on relevant news stories. Feedback from stakeholders, including civil servants, the media and NGOs, has indicated that the IAS website is seen as the leading source of up to date, independent, information about alcohol, its impact and public policies to reduce harm in the UK. During 2015/16 the average number of visitors to the IAS website each month rose to 19,826, compared to the average number of monthly visitors in the previous year which was 15,526.

Media activity

IAS continues to be awarded significant media exposure, and receives many requests for interviews each month. The majority of IAS media activity is reactive, responding to queries and requests as they emerge. IAS issues press statements when it is appropriate to comment publically on a topic and to publicise releases of IAS research reports and occasional papers. IAS spokespeople appeared in the media on 125 occasions between 1 April 2015 – 15 March 2016, including broadcast, print and online media.

IAS has a Twitter account that enables the dissemination of information and news stories to key opinion formers and decision makers, including MPs, the media and other interested parties. The number of IAS followers on Twitter increased twofold from 600 to 1,200 between April 2015 and March 2016.

Publications and reports

IAS produces and publishes an online monthly magazine, Alcohol Alert, which covers alcohol policy issues in the UK. Each edition is accompanied by an audio podcast of an interview corresponding with the lead story. Between April 2015 – March 2016, Alcohol Alert interviews were downloaded 2,715 times and in March 2016 there were 262 subscribers to Alert.

During the year 2015/16 IAS published a total of 11 reports:

1. Alcohol Advertising & Sponsorship in Formula 1: A dangerous cocktail?
2. Alcohol's Harm to Others
3. Public health responsibility deal: why alcohol industry partnerships are bad for health (published in *Addiction*, Aug 15)
4. Response to Alcohol & the Public Purse
5. Alcohol's Impact on Emergency Services
6. Dead on Arrival? Evaluating the Public Health Responsibility Deal for Alcohol
7. Association between alcohol sports sponsorship and harmful consumption, a systematic review (published in *Alcohol & Alcoholism*, Feb 16)
8. Which cost of alcohol? what should we compare it against? (published in *Addiction*, Mar 16)
9. Reading fast and slow; another look at the last ten years (published in the *Institute of Licensing Journal*, Dec 15)
10. The Licensing Act 2003: Its uses and abuses, ten years on
11. Dereliction of duty: Are UK alcohol taxes too low?

All reports were made available on the IAS website where possible and promoted via news stories and press releases where appropriate. Where it was not possible to publish the full text of a report (if it appeared in a peer-reviewed journal) a summary was provided with a link to the relevant publication website.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

IAS Expert Advisory Panel

IAS is supported by a panel of Expert Advisors. The function of this panel is to inform IAS's work on developments in alcohol research and to assist IAS staff with reviewing reports. On occasion, IAS Advisors are invited to represent IAS at events and conferences.

Membership of the IAS Expert Advisory Panel consists of:

- Professor Rob Baggott
- Professor Jeff Collin
- Professor Gerard Hastings
- Professor David Jernigan
- Professor Petra Meier
- Professor Marsha Morgan
- Professor Jonathan Shepherd

Full biographical details and credentials of each Expert Advisor is made available on the IAS website.

Stakeholder engagement

IAS is a member of several alcohol networks, coalitions and associations, including:

- Alcohol Health Alliance UK
- European Alcohol Policy Alliance (Eurocare)
- Home Office Alcohol Health & Enforcement Network
- Public Health England Licensing Network
- Institute of Licensing
- Medical Council on Alcohol
- Society for the Study of Addiction
- UK Health Forum
- Public Health England Alcohol Leadership Board

During the year 2015/16, IAS continued to play an active role in these networks, working to exchange information on evidence to support policies to reduce alcohol harm.

IAS also worked to inform opinion formers and decision makers about the latest available evidence relating to alcohol policy, including politicians and policy advisors. IAS co-sponsored 'Health Forum' events at the three main party political conferences in 2015 (Conservative, Labour and Scottish National Party) alongside other partners and organisations, that were attended by senior health spokespeople from each party.

Creation of a Research Directory

IAS partnered with Alcohol Research UK to develop a directory for alcohol researchers to share information, promote research and act as a social networking tool. The Alcohol Research Directory was designed and partly developed during the year 2015/16, with the intention of launching it in the Summer of 2016.

Public Benefit

IAS pursues activities that aim to contribute to the improvement in the quality of life for the general public and to this end the Directors have taken into consideration the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: running a charity (PB2)".

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

IAS seeks to influence public policy in a direction which would protect and promote the health and welfare of individuals and the population at large, and that to achieve this end it gathers relevant information and disseminates it without restriction to anyone who seeks it, and generally by means such as the web site which can be freely accessed by any person with an interest in the subject.

Future Plans

IAS will continue to pursue its charitable objectives through new and ongoing initiatives. The charity discussed and adopted a Business Plan of priorities in 2016/17 and will hold a strategy meeting in December 2016.

Financial review

During the financial year IAS received income of £401,713 mainly from grant funding. Expenditure totalled £361,605, resulting in an excess of income over expenditure for the year of £40,108. IAS has plans to spend this surplus during the 2016/17 financial year.

Funding

The main source of IAS funding was from a guaranteed support grant from the Alliance House Foundation. This grant has been confirmed for a further one-year period and IAS will seek to source further external funding to support and expand current and future activities. One smaller grant was received from the National United Temperance Council.

Reserves Policy

In view of the structure of the charity IAS does not have a formal reserves policy. Trustees are confident that the support grant from the Alliance House Foundation will continue for the foreseeable future. Unrestricted reserves at 31 March 2016 amounted to £63,353.

Pension Liability

From 1 April 2010 the Charity joined a defined contribution scheme, the Flexible Retirement Plan with The Pensions Trust. There is no liability associated with this scheme.

Investment Policy

IAS does not hold any investments and does not have an investment policy.

Principal Funding Sources

The principal source of funding for the charity is from grant funding. Expenditure during the year was planned and the income was adequate to cover these commitments.

Going Concern

The Directors undertake an annual Risk Assessment, which gives careful consideration to factors that may impact upon the ability of the Charity to move forward as a going concern, including business critical risks. The most recent assessment gave us confidence that any risks had been sufficiently mitigated and the Directors are confident the charity is a going concern.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

Structure, Governance and Management

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association allow for a maximum of six Directors. The Directors meet three times per year.

The Directors of the company are also charity trustees for the purpose of charity law. New members of the Board are appointed by the Charity and are confirmed at the next annual general meeting. They are elected for a period of three years after which they retire by rotation and may seek re-election.

Recruitment of Board of Directors

Four of the Directors were appointed from the trustee body of Alliance House Foundation, it has been agreed that the remaining two would be recruited from professionals from the alcohol policy field. The Directors were appointed for their relevant charity/professional skills particularly in the field of research and their interest in alcohol issues. The charity conducted a skills audit to ensure that there is an appropriate mix of skills amongst the Board members and this is updated annually and taken into account in future retirement and recruitment.

Director Induction and Training

All Directors are conversant with the day-to-day practical work of the charity and Directors are kept up to date with developments in the charitable sector.

Upon appointment all Directors attend an induction meeting where their obligations under charity and company law are explained. Directors are supplied with the Charity Commission guide "The Essential Trustee", details of the Charity Commission guidance on public benefit in addition to copies of the Memorandum and Articles of Association and the latest copy of the annual report and financial statements. Trustees are invited to attend a bi-annual strategic planning event, the next of which will be held in December 2016.

All Directors give their time voluntarily and receive no benefits from the Charity. Any expenses reclaimed from the Charity are set out in note 10 to the accounts.

Risk Management

The Directors have conducted a review of the major risks to which the charity is exposed. This will be an ongoing process of assessing the types of risk facing the charity and identifying the means of mitigating those risks. The charity maintains a risk register and internal control risks are minimised by the application of internal procedures for the charity. The Directors will follow the policy of ensuring regular reviews and assessments.

Organisational Structure

The Directors delegate the day-to-day management of the charity to the Director of IAS. The Directors take decisions at their meetings or, when urgent decisions are necessary, the Director of IAS, in consultation with the Chair, makes these. The next meeting of the Board then ratifies these decisions.

The Director of IAS is accountable to the Directors for the efficient running of the Institute of Alcohol Studies and is responsible for the implementation of the policies and strategies of behalf of the Directors.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

Remuneration

Three members of the Board undertake the duties and responsibilities of a remuneration committee and are not themselves remunerated.

The Board have adopted a pay scale and benchmarks its pay and performance structure against the nationally agreed academic single pay spine. Within this framework IAS will mirror London institutions' 'professional services' scales, such as those adopted by Imperial College London. This currently comprises a scale of 52 spine points encompassed within 6 levels. Employees can progress to the next salary point in their level by receiving a satisfactory annual appraisal.

Every twelve months the Board will determine whether the salary points should be adjusted to reflect changes in the cost of living. The Remuneration Policy establishes a series of criteria that should be used in reaching a decision. Applying them in September 2015, the Board determined that the salary points should be increased by 1%.

Employees also received pension contributions equivalent to 14.5% of gross salary with employees contributing 7.5%.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538
Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

Reference and Administrative information

The Institute of Alcohol Studies is a charitable company, number 5661538 limited by guarantee, incorporated on 22 December 2005 and registered with the Charity Commission for England and Wales under number 1112671 in 2006.

Directors

Mr Michael Carr	Chair
Professor Linda Bauld	
Mr John Boyd	
Reverend Professor Stephen Orchard	
Reverend Dr Janet E. Tollington	Vice Chair

Secretary to the Board of Trustees

Paul Whitaker

Registered Office

Alliance House, 12 Caxton Street, London, SW1H 0QS

Senior Management Team

Katherine Brown	Director of IAS
-----------------	-----------------

Auditors

Myrus Smith, Norman House, 8 Burnell Road, Sutton, Surrey, SM1 4BW

Bankers

National Westminster Bank PLC, PO Box 3038, 57 Victoria Street London, SW1H 9NH

Solicitors

Hutchinson Mainprice, 45 Lower Belgrave Street, London. SW1W 0LS.

Board of Directors

A resolution to re-appoint Reverend Professor Stephen Orchard, who retires by rotation and puts himself forward for re-election will be considered at the annual general meeting.

INSTITUTE OF ALCOHOL STUDIES
(Limited by Guarantee)

Company Number: 5661538

Charity Number: 1112671

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2016
/contd...

Directors Responsibilities Statement

The directors (who are also trustees of Institute of Alcohol Studies for the purposes of charity law) are responsible for preparing the Directors' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRSSE);
- 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 charitable company will continue in operation.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the directors have 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.

Auditors

A resolution to re-appoint Myrus Smith as Auditors of the Company will be put to the Annual General Meeting.

Exemption Statement

The Directors Report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved and signed on behalf of the Board.



Michael Carr
Chairman

2 November 2016

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF:
INSTITUTE OF ALCOHOL STUDIES**

(Limited By Guarantee)

We have audited the financial statements of Institute of Alcohol Studies for the year ended 31 March 2016 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 charitable 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 anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditor

As explained more fully in the Directors' Responsibilities Statement set out on page 8, the Directors (who are also the Trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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

Scope of the audit of the financial statements

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

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016, 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 applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

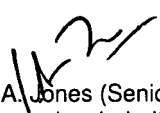
Opinion on other matters prescribed by the Companies Act 2006

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

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 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 directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report or in preparing the Directors' Report.


S.A. Jones (Senior Statutory Auditor)
For and on behalf of Myrus Smith,
Chartered Accountants and Statutory Auditor

Norman House,
8 Burnell Road,
Sutton, Surrey, SM1 4BW

2 November 2016

INSTITUTE OF ALCOHOL STUDIES

(Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

INCORPORATING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Income from:					
Donations and grants	2	375,000	26,323	401,323	365,000
Charitable activities	3	379	-	379	435
Investments – bank interest		11	-	11	-
Total		<u>375,390</u>	<u>26,323</u>	<u>401,713</u>	<u>365,435</u>
Expenditure on:					
Charitable activities	4	<u>333,145</u>	<u>28,460</u>	<u>361,605</u>	<u>343,172</u>
Total		<u>333,145</u>	<u>28,460</u>	<u>361,605</u>	<u>343,172</u>
Net income	8	42,245	(2,137)	40,108	22,263
Transfers between funds	15	<u>(2,137)</u>	<u>2,137</u>	<u>-</u>	<u>-</u>
Net movement in funds		40,108	-	40,108	22,263
Reconciliation of funds					
Total funds at 1 April 2015		<u>23,245</u>	<u>-</u>	<u>23,245</u>	<u>982</u>
Total funds at 31 March 2016		<u><u>£63,353</u></u>	<u><u>£Nil</u></u>	<u><u>£63,353</u></u>	<u><u>£23,245</u></u>

The notes form part of these Financial Statements.

INSTITUTE OF ALCOHOL STUDIES

(Limited By Guarantee)

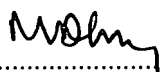
BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016		2015	
		£	£	£	£
FIXED ASSETS					
Tangible fixed assets	12		50		70
CURRENT ASSETS					
Debtors	13	6,347		18,377	
Cash at bank and in hand		93,231		11,598	
		<u>99,578</u>		<u>29,975</u>	
CREDITORS: Amounts falling due within one year	14	36,275		6,800	
NET CURRENT ASSETS			63,303		23,175
NET ASSETS			<u>£63,353</u>		<u>£23,245</u>
Represented by:					
FUNDS					
Unrestricted Funds	15		63,353		23,245
Restricted Funds	15		-		-
			<u>£63,353</u>		<u>£23,245</u>

These Financial Statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Approved by the Board of Directors on 2 November 2016



Michael Carr
Chairman

Signed on behalf of the Board

The notes form part of these Financial Statements

INSTITUTE OF ALCOHOL STUDIES

(Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost unless otherwise stated.

Income recognition

Items of income are recognised in the financial statements when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount can be measured reliably. Expenditure is classified under the following activity heading:

- Expenditure on charitable activities which comprises mainly of research and dissemination

Expenditure includes those costs of a direct nature which can be allocated to a specific activity. It also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support those activities. Support costs are apportioned to each activity on the basis of staff time.

Fund accounting

Unrestricted general funds are freely available for use in furtherance of the objects of the charity and which have not been designated for specific purposes.

Designated funds are unrestricted funds set aside by the trustees for particular purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

Tangible fixed assets and depreciation

Tangible assets costing more than £500 are capitalised. The only asset held by the charity is a bike acquired under the Government Cycle Scheme. The depreciation policy is to match the annual charge to the HM Revenue and Customs valuation table of accepted disposal values.

Pensions

The charity operates a defined contribution pension scheme. Contributions payable under the scheme are charged to the Statement of Financial Activities in the year to which they relate.

INSTITUTE OF ALCOHOL STUDIES
(Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

/contd...

2. DONATIONS AND GRANTS	Unrestricted funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Grants				
Alcohol Research UK	-	-	-	4,000
Alliance House Foundation	375,000	17,000	392,000	361,000
EU Commission	-	1,323	1,323	-
The National United Temperance Council	-	8,000	8,000	-
	<u>£375,000</u>	<u>£26,323</u>	<u>£401,323</u>	<u>£365,000</u>

Of the £365,000 received in 2015, £361,000 was unrestricted funds and £4,000 was restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Literature sales	207	-	207	385
Sundry income	172	-	172	50
	<u>£379</u>	<u>£Nil</u>	<u>£379</u>	<u>£435</u>

All of the £435 received in 2015 was unrestricted funds.

4. EXPENDITURE ON CHARITABLE ACTIVITIES	Direct costs	Support costs	Total 2016	Total 2015
Research and dissemination	<u>£277,576</u>	<u>£84,029</u>	<u>£361,605</u>	<u>£343,172</u>

5. ANALYSIS OF DIRECT COSTS	2016 £	2015 £
Wages and salaries	199,898	243,164
Advisory panel	6,000	7,000
Travel and conferences	39,725	10,104
Website development	2,152	7,733
Publications and subscriptions	29,801	6,618
	<u>£277,576</u>	<u>£274,619</u>

INSTITUTE OF ALCOHOL STUDIES
(Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

/contd...

6. ANALYSIS OF SUPPORT COSTS	2016	2015
	£	£
Wages and salaries	10,799	6,480
Staff training and recruitment	7,298	4,829
Office rent	38,500	38,500
Office costs	7,855	7,035
IT and computer costs	15,456	8,566
Governance costs (see Note 7)	4,101	2,823
Sundry expenses	-	270
Depreciation	20	50
	<u>£84,029</u>	<u>£68,553</u>
7. GOVERNANCE COSTS	2016	2015
	£	£
Audit fees	1,743	1,800
Directors' meetings	2,358	1,023
	<u>£4,101</u>	<u>£2,823</u>
8. NET INCOME FOR THE YEAR	2016	2015
This is stated after charging:		
Auditor's remuneration	£1,743	£1,800
Depreciation	£20	£50
Foreign exchange (gains)/losses	£(172)	£248
	<u></u>	<u></u>
9. STAFF COSTS AND NUMBERS	2016	2015
	£	£
Salaries	169,917	201,388
Redundancy	-	8,812
Social security costs	16,457	19,131
Pension costs	24,024	20,850
Life assurance	299	(537)
	<u>£210,697</u>	<u>£249,644</u>

No employee earned more than £60,000 in either year.

The average number of employees based on full-time equivalents was 4.5 (2015: 6.0).

INSTITUTE OF ALCOHOL STUDIES
(Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

/contd...

10. DIRECTORS' EMOLUMENTS

The Directors received no remuneration during either year. A total of £2,224 (2015: £901) was incurred for travelling expenses by five Directors (2015 – four) in attending Directors Meetings in the year.

11. TAXATION

The Company has charitable status and is therefore exempt from Corporation Tax on its charitable activities.

12. TANGIBLE FIXED ASSETS

	Plant and Equipment £
Cost:	
At 1 April 2015	1,000
Additions	-
	<hr/>
At 31 March 2016	1,000
	<hr/>
Depreciation:	
At 1 April 2015	930
Charge for year	20
	<hr/>
At 31 March 2016	950
	<hr/>
Net Book Value:	
At 31 March 2016	£50
	<hr/>
At 31 March 2015	£70
	<hr/>

13. DEBTORS

	2016 £	2015 £
Other debtors	£6,347	£18,377
	<hr/>	<hr/>

14. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Accruals	1,575	1,500
Other creditors	34,700	5,300
	<hr/>	<hr/>
	£36,275	£6,800
	<hr/>	<hr/>

INSTITUTE OF ALCOHOL STUDIES
(Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

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15. RESERVES	Balance at 1 April 2015 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2016 £
Unrestricted Funds	23,245	375,390	333,145	(2,137)	63,353
Restricted Funds					
Global Alcohol Policy					
Alliance conference	-	17,000	17,000	-	-
Party conferences	-	8,000	10,137	2,137	-
Reimbursed travel	-	1,323	1,323	-	-
	-	26,323	28,460	2,137	-
	£23,245	£401,713	£361,605	£Nil	£63,353

The Global Alcohol Policy conference fund represents grant funding received from Alliance House Foundation towards the costs of sponsoring the 2015 GAPA conference in Edinburgh.

The party conferences fund represents grant funding received from the National United Temperance Council towards the costs of attending party conferences and other political based activities.

The reimbursed travel fund represents travel costs reimbursed to IAS by the EU Commission.

16. RELATED PARTY TRANSACTIONS

Details of related party transactions during the year are as follows:

Name of related party	Nature of relationship	Transaction details	Amount £	Balance £
2016				
Alliance House Foundation	Connected charity	Grant funding	392,000	(26,685)
Alliance House Foundation	Connected charity	Rent payable	38,500	-
2015				
Alliance House Foundation	Connected charity	Grant funding	361,000	14,735
Alliance House Foundation	Connected charity	Rent payable	38,500	-

17. COMPANY STATUS

The charity is also a company limited by guarantee and has no share capital. The liability in respect of guarantee is limited to £10 per member.