

Charity Registration No. SC029247

Company Registration No. SC198418 (Scotland)

British Infection Association

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

For The Year Ended 30 September 2014

British Infection Association

LEGAL AND ADMINISTRATIVE INFORMATION

TRUSTEES

Dr Albert Mifsud
Dr M Kelsey (Treasurer)
Dr Peter Moss
Dr Martin Wiselka (President)
Dr Stephen Barrett

COUNCIL MEMBERS

Prof Steve Green
Dr Martin Llewelyn
Dr Melanie Newport
Dr Peter Cowling
Dr David Partridge
Dr Tony Elston
Dr Bridget Atkins
Dr Kumara Dharmasena
Dr Fiona McGill
Dr Thushan De Silva
Dr Paul Collini
Prof Rob Read

CHARITY NUMBER

SC029247

COMPANY NUMBER

SC198418

PRINCIPAL ADDRESS & REGISTERED OFFICE

Balfour & Manson LLP
54-66 Frederick Street
Edinburgh
EH2 1LS

ACCOUNTANTS AND INDEPENDENT EXAMINERS

Baker Tilly Tax and Accounting Limited
First Floor
Quay 2
139 Fountainbridge
EDINBURGH
EH3 9QG

BANKERS

The Royal Bank of Scotland
59 High Street
Banchory
ABERDEENSHIRE
AB31 5TJ

SOLICITORS

Balfour & Manson LLP
54-66 Frederick Street
EDINBURGH
EH2 1LS

British Infection Association

LEGAL AND ADMINISTRATIVE INFORMATION

INVESTMENT ADVISORS

Speirs & Jeffrey Ltd
50 George Square
GLASGOW
G2 1EH

Rathbone Investment Management
28 St Andrew Square
EDINBURGH
EH2 1AF

British Infection Association

CONTENTS

| | PAGE |
|-----------------------------------------|---------|
| Trustees' report | 1 - 11 |
| Statement of trustees' responsibilities | 12 |
| Independent examiners' report | 13 |
| Statement of financial activities | 14 |
| Balance sheet | 15 |
| Notes to the accounts | 16 - 21 |

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

The trustees present their report and accounts for the year ended 30 September 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Association's constitution, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP 2005).

STRUCTURE, GOVERNANCE AND MANAGEMENT

British Infection Association is a charitable company limited by guarantee and not having a share capital. 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 Association is registered with the Inland Revenue as a charity and having no taxable activities is not liable to Corporation Tax.

The members have each agreed to contribute £1 in the event of The British Infection Association being unable to meet its debts. The membership of the Association at 30 September 2014 consisted of 1,460 people (2013: 1,522).

The following Principal Officers were in office during the year:

| | |
|-------------------------------|---------------------|
| Dr Peter Moss | |
| Dr S Barrett | |
| Dr Albert Mifsud | (Appointed 20/6/15) |
| Dr Michael Kelsey (Treasurer) | (Appointed 20/6/15) |
| Dr Martin Wiselka (President) | (Appointed 20/5/15) |

Election of Trustees

The sections of the constitution dealing with the recruitment and appointment of Trustees are as follows:

- The affairs of the Association shall be conducted by the Trustees consisting of elected members from among the general membership: President (Chairman of Council), Secretary, Treasurer, Membership Secretary, Meetings Secretary, Scientific Affairs Co-ordinator, Professional Affairs, Co-ordinator, Manpower and Training Co-ordinator, Clinical Services Co-ordinator, Training grade members x 3, Associate Member.
- Each member who agrees to become a Trustee shall be proposed and seconded in writing by Association members one of whom must be of at least 2 years' standing.
- The Editor of the Journal of Infection will be an ex-officio member and will be accountable to and appointed by the Trustees.
- The Trustees reserve the right to co-opt new members as and when this is deemed appropriate.
- A quorum for business shall comprise a majority of its membership.

Officer Bearers of the Association

- The Trustees should ensure that there are sufficient nominations for the posts of President, Treasurer, Secretary and Meetings Secretary (the Principal Officers) when these fall vacant. Additional nominations from the membership will also be welcomed. The Association should aim to include representation from the different disciplines concerned with infection on the Board. The Trustees may decide that one of its members shall become a Principal Officer in place of an Officer who has had to demit office prematurely.
- The President shall serve for a term of two years and shall not be eligible for re-election for a consecutive term as President, except in exceptional circumstances.
- Both the Secretary and the Treasurer shall serve a term of three years and shall be eligible for re-election.

Other Trustees

- Training grade Trustees shall serve for two years each; in the event of promotion to a consultant or equivalent post such members will be entitled to complete their term of office. Other Trustees shall serve for three years each, with approximately one-third of their number retiring from office each year. Trustees shall not be eligible for immediate re-election except in exceptional circumstances.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

(b) The Trustees shall have the rights to establish and dissolve specific Committees, Sub-Committees or working groups as deemed appropriate for the advancement of the Association's business.

The Constitution states that:-

- (a) The Association shall hold an Annual General Meeting on a date and at a time to be decided by the Trustees.
- (b) A quorum for business at the AGM shall comprise at least 5 per cent of the full voting membership.

In addition there are at least four meetings annually where all decisions are made. No strategic decisions are delegated to staff who act in an administrative capacity only.

There were no related party transactions during the year.

The Trustees acknowledge their responsibility to assess and manage the risks that the Association faces or might face in the future. Officers and senior staff are required to identify and analyse risks relevant to their responsibilities, assess risks according to their likely occurrence and impact and report on procedures that are in place to manage the risks. The risk management process is overseen and reviewed by the Council.

The aim of the risk management process is to ensure the integrity of British Infection Association as a charity is protected through continued scrutiny and the development of a published strategy which explains how the Association is governed and managed, to the satisfaction of its Membership, Office of the Scottish Charity Regulator (OSCR) and any other interested parties.

The following actions have been proposed:

- To ensure the Memorandum of Understanding and Articles of Association for the Association are regularly reviewed by Council
- To make available and publish copies of the annual report, audited accounts, and records of meetings
- To review, and further develop the role of Council members
- To promote opportunities for Council office, sub-committees and other association activities to the Membership
- To establish mechanisms for ensuring continuity on Council and association sub-committees

OBJECTIVES AND ACTIVITIES

The constitution states that the objective of the Association is to ensure the optimum delivery of healthcare to patients diagnosed with infection.

The Trustees agree a programme of work for the forthcoming year. This programme of work is dedicated to promote the science and practice of medicine in relation to further research, training and education in the subject, by organising high quality scientific meetings, awarding research and travel grants and ensuring that the infection disciplines have a voice in National decision making.

The British Infection Association aims to enable the best care for patients with infectious disease through:

- Supporting high quality clinical and basic science research in the field of infection through competitive award of funding to research applicants;
- Setting and reviewing standards in infection practice, including the development of guidelines;
- Providing excellent education in infection through meetings and presentations (alone and in collaboration with other scientific societies);

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

- Working with government. Public Health England. NHS England. and other interested bodies to promote best practice in areas related to infectious disease;
- Providing expert opinion on infection related matters to external agencies, patients, and the wider public;
- Supporting infection specialists within their daily work by facilitating communication and providing useful resources; and
- Disseminating new research and best practice via the Association's publication: the Journal of Infection.

These areas will be explored further within the following pages, under the broad headings of:

Membership and Communications
Standard Setting & Guideline Development
Clinical Services
Education and Meetings
Manpower and Training
Journal of Infection Editor's Report
Annual Trainees' Report
Science and Research
Governance
Honorary Treasurer's Report
Honorary Secretary's Report

ACHIEVEMENTS AND PERFORMANCE

1) Membership and Communications

Aim:

To ensure that infection specialists and trainees are aware of the association; that membership of it is attractive to them, and that it is responsive to their evolving requirements.

Progress 2014:

| BIA Membership Type | September 2014 |
|---------------------------|----------------|
| Full | 631 |
| Trainee | 647 |
| Associate | 29 |
| Associate Life | 7 |
| Overseas | 7 |
| Retired | 32 |
| Pending Update | 3 |
| Update Requested | 62 |
| Lapsed - No current email | 42 |
| Grand Total | 1,460 |

Membership:

Membership figures for the BIA can be seen in the table above. A lot of work has been undertaken this year to ensure that the membership database is up-to-date in preparation for the successful roll-out of electronic subscriptions. The results of last year's membership survey have greatly influenced the development of the new website, in particular the refreshed guidelines section and the direct access to the Journal of Infection. The challenge for coming years is to continue to improve on the new site to ensure that it and its content remains current and useful to the membership.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

In addition to meeting the requirements and desires of our current members, it is also our ambition to provide support for the wider infection community through the development of our associate membership section. At present, Infectious Diseases nursing staff do not have a dedicated representative body and the clinical focus of the BIA and its meetings would also have a role in the continuing professional development of antimicrobial pharmacists and diagnostic laboratory staff.

New Website:

During 2014 BIA developed their new website. Among the new features included were direct access to the Journal of Infection. Online membership application with links to the direct debit system for annual subscriptions fees, individual invoice copy download and secure areas for holding and updating membership details with online functionality for email distribution.

Newsletter:

Editions of the BIA newsletter, edited by Paul Collini, were published in December 2013, August 2014 and May 2015. Copies were also emailed directly to the membership and remain available on the BIA website. Following the latest edition, a new editor is to be appointed.

2) Standard Setting & Guideline Development

Aim:

To support infection practitioners through the development of appropriate guidelines and relevant standards of practice.

Progress over 2014:

BIA has had significant involvement in the production of the following guidelines:

NICE

- Paediatric OPAT
- Drug allergies
- Head Injury QS
- Seronegative arthropathies
- Inflammatory Bowel Disease QS
- Workplace Interventions to Promote Smoking Cessation
- Pneumonia
- Antibiotics in Neonates
- Osteoarthritis QS
- NICE QS process
- Venous Leg Ulcer
- Hepatic encephalopathy – Rifaximin
- Bronchiolitis
- Pressure Ulcers QS
- Bacterial meningitis surveillance
- Bacterial meningitis and meningococcal septicaemia
- Diabetic Foot
- Toolkit for Managing CPE
- Workplace Chronic Disease

Other Bodies

- Standardised Microbiology Investigations and Syndromic Algorithms (various consultations for SMI Working Groups)
- Primary Care Unit PHE on guidance to GPs
- DH Implementation of Modified Admission MRSA Screening Guidance for NHS

Guidelines currently in preparation:

- BIA Meningitis Guidelines – Working Group is carrying over from last year and making progress
- BIA Guidelines on Faecal Enemas – This is in the earliest stages of development

Also, jointly with other:

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

- Bone & Joint Infections Guidelines (Infection Prevention & Control) – This has suffered extended delays but is about to go to consultation
- Toxigenic Staphylococcal Infections – This ambitious, multiagency project has reached the critical appraisal of the evidence base
- UK SMIs User Manual Template - BIA is represented in this equal partnership, multi-agency project administered by the Standards Unit at Colindale. Dr Paul Chadwick and Dr Mat Donati are joint chairs. The remit is to produce national NICE accredited guidance on User Manual production with effective user engagement. This can then be used for the production of high quality, evidence-based, user manuals locally.
- MRSA Guidelines - A Steering Group has been established comprising high level members of the professional societies to deliver a comprehensive review of the four extant guidelines published by HIS. The project arose from our suggestion that guideline production should be shared by an equal partnership of professional societies and under NICE accreditation standards.

The Steering Group plan to hold a Scoping Day for stakeholders on 1 May 2015. The Working Groups are yet to be appointed.

3) Clinical Services

Aim:

To support infection specialists in their daily work, addressing issues of current concern and importance in the delivery of clinical microbiology, infectious diseases and other infection-related clinical specialties, public health and infection control.

Progress over 2014:

- Responding to key consultation documents.
- Contributing to debate and organisational responses at College sub-specialty meetings.
- Utilisation of the BIA email discussion forum to support members in their daily clinical practice.

Microbiology:

- The major topics of discussion have been the transformation of pathology, the evolving infection curriculum, KPIs for microbiology laboratories and a variety of infection prevention and control topics.
- The committee also exchanges information about regional education and audit meetings.
- The committee has written a position statement about Pathology Transformation and a Toolkit to help colleagues involved in these projects. These documents have been published in the RCPATH Bulletin and the position statement also appears in the Health Service Journal. The committee has also been involved in a joint RCPATH/BIA Working Group looking at a model for workforce numbers required to provide an infection service in a variety of different settings.

Infectious Diseases:

- Work with Royal College of Physicians consultant workforce census dept, facilitating collection, interpretation and feedback to BIA and others.
- On-going involvement in combined infection training, as a member of specialist training committees for the Royal College of Pathologists and the Royal College of Physicians.
- Commissioning of ID services (including a complex bone and joint infection service specification).

4) Education and Meetings

Aim:

To organise and promote scientific meetings on behalf of the Association (alone, or in collaboration with other scientific bodies) to disseminate knowledge in infection disciplines;

To provide a forum for the presentation of clinical and basic science research by clinical academics, including those in training; and

To award prizes for outstanding presentations, encouraging the production of high quality material.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

Highlights from 2014:

- BIA Spring Scientific meeting held in London, 13th June 2014
Attendance 153
Prizes for best presentations awarded to:
Free Papers: Megan Perry (Edinburgh) & Paul Collini (Sheffield)
Clinical Lessons: Thomas Lavender (Royal Victoria)
Poster: Celia Jackson (LSH&T)
Trainees' Presentation Lucy Rivett (Addenbrookes)
- 2014 Trainees' meetings were held in May and November.
12th May meeting at SOAS, see also Scientific & Research section for prizes.
14th November meeting at Manchester Conference Centre, in the North West.
- BIA was host society for FIS 2014 taking place in November. The event was held in Harrogate at the Conference Centre. There were supported lectureships including the JD Williams lecture, this year being presented by Professor John Cohen and the Barnett Christie lecture was presented by Dr David Eyre (University of Oxford) entitled '*Whole genome sequencing in your lab - opportunity or distraction*'

5) Manpower and Training

Aim:

To provide evidence on the requirements for consultant numbers in infection nationally; and
To support trainees in infection specialities and provide ongoing support to members in substantive posts.

Progress during 2014:

- Contribution to the JRCPTB / RCPATH Infection Training Group through membership of the Deliverability Working Group.
- Supporting trainees through the uncertain planning and transition phases of the introduction of the proposed curriculum.
- Ongoing advice to RCP (London) and RCPATH on workforce requirements.
- Ongoing contribution to the work of the Medical Microbiology section of UEMS to ensure that the proposed European curriculum is consistent with the predominantly clinical nature of microbiology training in the UK, culminating in adoption of the curriculum by UEMS.
- Responses to relevant consultations such as the GMC's Shape of Training consultation.
- Establishment of a joint BIA / RCPATH Consultant Microbiologists and Virologists Workload working group with the intention of producing consultant staffing guidance in 2015.

6) Journal of Infection Editor's Report

- Journal of Infection's latest impact factor saw a small decrease from 4.126 to 4.073 but the Journal retained its position at 15/69 in the ISI Infectious Diseases category.
- The quality of papers continues to increase and the overall rejection rate has increased slightly from 82% in 2013 to 83% 2014YTD.
- The average time from submission of an article to it appearing online in a citeable format and downloadable is a competitive 17.4 weeks.
- Once accepted papers have taken on average 1.6 weeks to appear on ScienceDirect.
- A total of 305,734 papers were downloaded in 2013, an average of 25,478 per month. From Jan-Mar 2014 a total of 89,128 papers have been downloaded, an average of 29,709 per month.
- Members can now access the Journal of Infection content via iPad, iPhone and android apps.
- New Journal initiatives include OA Hybrid option, YPYW, Crossmark, EMPOWER, Audio Slides, Highlights & Graphical abstracts and Google Maps, Article Usage Alerts, Journal Insights and CrossMark.
- A full report has been made available to members on request to BIA@hartlevtaylor.co.uk;

7) Annual Trainees' Report

Highlights from 2014:

The Trainees had a very successful meeting. Facilitated by the Trainee Reps.

- Spring Meeting 12th June 2014 – SOAS

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

Theme: Hepatitis C Masterclass

The meeting was well attended and received positive feedback.

- In addition the three trainee representatives together with the newsletter editor continue to represent the trainees in infection specialties on various national committees concerned with training and professional affairs both current and future.
- Plans for the dedicated Trainees area of the BIA website are underway and feedback from our Trainee members is welcome for content and networking ideas.

Professional Affairs

Dr Joby Cole attended both the ID SAC and JITWG meetings in September 2014. A number of significant changes are in the pipeline for training and education of medical trainees. the majority of these changes are planned for 2014-2015, though preparation for this has been evident during 2014. Plans include the introduction of a new curriculum, a new exam (2016) and start of CIT (as a result of which JITWG is superseded by CIT SAC). The changes have been highlighted to BIA trainees via regular communications to raise awareness and prepare them for the new processes.

There will be Q&A sessions at the trainee days to answer further questions with regards to transition arrangements.

8) Science and Research

Aim:

To support high quality infection-related scientific research and educational projects that are of professional and public benefit.

Highlights from 2014:

- Prof Newport and Dr Llewelyn stood down as interim scientific secretaries after two years of sharing the role and Professor Tom J Evans (Glasgow) was appointed to the role at the June Meeting in 2014.
- A very successful spring meeting was held in June 2014 at which awards totalling £2000 were made for the two best scientific free papers the best clinical case and best poster presentation. Prize winners were, Meghan Perry (Edinburgh), Paul Collini (Sheffield), Thomas Lavender (Royal Victoria) and Lucy Rivett (Addenbrookes).
- The scientific and research committee worked hard to administer and review applications for the round of research funding awards in 2014. The association made a total of around £162,000 worth of awards including the following:
- The BIA Research Fellowship for £50,000 was awarded to Dr Dami Collier (University College London) selected as the best of eight peer reviews from a total of nineteen applications.
- Three small project grants for up to £20,000 each were awarded to Daniel Neill (University of Liverpool), Philippa Matthews (Oxford University Hospital) and Chris Duncan (Newcastle University).
- With a clinical Exchange award of £5,000 made to Steve Ray (University of Liverpool) and six travel awards were also made.
- Seven strong applications were received to give the Barnet Christie Lecture at the Federation of Infection Societies Meeting 2014. Dr David Eyres from University of Oxford, was selected and gave an excellent talk entitled '*Whole genome sequencing in your lab – opportunity or distraction?*'
- In addition to the BIA awards, the second, 3 year co-funded MRC/BIA Clinical Research Training Fellowship available through the infection and immunity board, was awarded in September 2014 to Dr Nicholas Norton amounting to £30,000 per annum.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

9) Governance

Aim:

To ensure the integrity of BIA as a charity is protected through open and transparent financial and organisational management, and compliance with the requirements of the Office of the Scottish Charity Regulator (OSCR).

- A report on the activity and finances of the Association in 2014 will be presented at the Annual General Meeting in May 2015.

10) Honorary Treasurer's Report

I took over as interim treasurer in June 2014 and one of my first actions was to ask our accountants for a review of the VAT position. In brief, the outcome was that we should have registered for VAT from 2001 but had omitted to do so. The situation required considerable effort by the Association's agents to review all the existing tax inputs and outputs.

By the end of the financial year we had not yet fully reconciled our position but continued to work to reach a satisfactory arrangement with Her Majesty's Revenue and Customs for the settlement of this irregularity and the payment of an expected fine. This has also meant that an adjustment has been made to the previous financial year's accounts (year ending September 2013), this is further explained in the financial review on page 10. As a consequence to the VAT adjustments we were late in filing our 2013 accounts with the Scottish Charity Commissioners and Companies House.

As most of the VAT liability to her Majesty's Revenue and Customs is due to the receipt of royalties from the journals publisher, Elsevier, it is expected that most of the tax due will be recovered from Elsevier.

With regard to the movements in 2014 the Association has produced net deficit year amounting to £57,201. This is explained as follows:

- income from the Journal has dropped by £35,634 over the previous year;
- expenditure has increased by £117,991 on the previous year.

The increased expenditure can be explained because of additional payments to Hartley Taylor (management costs) and Baker Tilly (our accountants) to cover additional work on VAT as well as more intensive support. In addition there has been increased grant expenditure of £67,052, not all of which was payable in 2014.

The above changes resulted in net outgoing funds for the year of £94,422 before gains on investments totalling £37,221 were made resulting in this overall deficit year of £57,201.

11) Honorary Secretary's Report

- The year saw changes to membership of Council.
- Nominations were opened in April 2014 for the posts of:
 - Honorary Secretary
 - Treasurer
 - Trainee Representatives – Meetings
 - Trainee Representatives – Professional Affairs
 - Scientific & Research Secretary
 - Secretary for Associate Members
- One nomination for each of the following posts was received and these nominees were elected unopposed:
 - Training & Manpower Secretary Dr Matthew Rogers
 - Scientific & Research Secretary Dr Tom Evans
 - Trainee Representatives – Meetings Dr Maheshi Ramasamy & Dr Rajeka Lazurus
 - Trainee Representatives – Professional Affairs Dr Joby Cole
- No nominations were received for the post of Secretary for Associate Members
- BIA representation continued on a number of working groups and committees. valued work by BIA members is acknowledged and valued by the wider community
- External administrative support continued to be supplied Hartley Taylor Medical Communications Ltd.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

Contact Details

Postal Address:

British Infection Association
C/o Hartley Taylor Ltd
Suite GC
Caledonian House
Tatton Street
Knutsford
WA16 6AG

Telephone:

Please contact Head office on 01565 632982

Email:

bia@hartleytaylor.co.uk

Council members contact details:

President, Dr Peter Moss, president@britishinfection.org
Vice President, Dr Martin Wiselka, vicepresident@britishinfection.org
Honorary Secretary, Dr Albert Mifsud, secretary@britishinfection.org
Honorary Treasurer, Dr Michael Kelsey, treasurer@britishinfection.org
Meetings Secretary, Professor Steve Green, meetings@britishinfection.org
Membership Secretary, Dr David Partridge, membership@britishinfection.org
Clinical Services (ID), Dr Bridget Atkins, clinicalservicesid@britishinfection.org
Clinical Services (Micro & Virology), Dr Tony Elston, clinicalservicesmv@britishinfection.org
Guidelines Secretary, Dr Peter Cowling, guidelines@britishinfection.org
Communications Secretary, Dr Kumara Dharmasena, communications@britishinfection.org
Manpower & Training Secretary, Dr Matt Rogers, manpowertraining@britishinfection.org
Scientific & Research Secretary, Dr Tom Evans, scientificresearch@britishinfection.org
Trainee (Meetings), Drs Maheshi Ramasamy & Rajeka Lazurus, traincemeetings@britishinfection.org
Trainee (Professional Affairs), Dr Joby Cole, trainceprofaffairs@britishinfection.org
Newsletter Editor, Dr Paul Collini, newsletter@britishinfection.org

Abbreviations used throughout this review:

AMM Association of Medical Microbiologists
BIA British Infection Association
BSAC British Society for Antimicrobial Chemotherapy
CCT Certificate of Completion of Training
DH Department of Health
FIS Federation of Infection Societies
HIS Healthcare Infection Society
IPS Infection Prevention Society
MRC Medical Research Council
NICE National Institute for Clinical Excellence
RCPPath Royal College of Pathologists
RCP Royal College of Physicians

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

FINANCIAL REVIEW

The Association's income has reduced from £305,239 in 2013 to £270,163 in 2014 – largely due to decreased income from the Journal of Infection. Expenditure increased from £246,594 in 2013 to £364,585 in 2014. This has resulted in net outgoing resources before investment gain of £94,422 (2013: net incoming resources before investment gain of £58,645).

A prior period adjustment was recognised in the year to 30 September 2013 as a result of backdated VAT registration as detailed in note 15 to the accounts. The net amount recognised in respect of output VAT due to HMRC, amounts due from Elsevier in respect of output VAT, input VAT recoverable from HMRC and penalties and interest due on balances resulted in a net increase in reserves at 30 September 2012 of £44,538 (2011: £35,140). This increase in reserves was as a result of the Association now being able to reclaim input VAT following its VAT registration.

Supplying members' Journal copies cost £29,972 (2013: £28,869) in the year and grants awarded in the year amounted to £116,350 (2013: £94,875). Grants payable are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation they will receive a grant and any condition attaching to the grant is outside the control of the charity.

Investments increased from £1,287,893 in 2013 to £1,343,924 in 2014. The Association made an unrealised gain of £42,871 in the year (2013: £126,723). This is the result of changes in stock market conditions in the year.

The net assets of the Association at 30 September 2014 amounted to £1,667,880 (2013: £1,725,081). The Association looks forward to continuing to improve its financial position with continued improvements in the stock market and the expanding profiles of the Journal of Infection and the membership.

The Association does not exist to build up reserves, however, the Trustees have given consideration to a reserves policy as required by the Statement of Recommended Practice in order to demonstrate that it acts prudently to ensure the adequacy of resources available to it. The Trustees consider that the level of reserves should be adequate to support its activities over the next five years and it is the intention to continue to generate income in excess of resources expended.

Under the memorandum and articles of association, the Association has the power to make any investment which the Trustees see fit.

FUTURE PLANS

The planned work of the British Infection Association over the year the next few years reflects its remit of promoting research, education, and training. The Association will fund and host Infection Trainee meetings, and make a financial contribution to other educational events.

The BIA will hold a round of research grant awards in 2015, with the possibility of additional awards this year (if there are applications of suitable quality) due to fewer awards being made last year.

Approaches will be made to other interested professional groups, charities, and governmental and non-governmental bodies with regard to the collaborative production of future guidelines. In the meantime the Association will continue to work on its own guideline programme. A formal work programme will be produced following the next Council meeting.

DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the independent examination, but of which the independent examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the independent examiner is aware of such information.

British Infection Association

TRUSTEE'S REPORT

For the year ended 30 September 2014

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) and in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the Board of Trustees:



Dr Martin Wiselka (President)
Trustee

Dated:

30 / 06 / 2015

British Infection Association

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees, who are also the directors of British Infection Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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