

**Society for Underwater Technology  
Report and Financial Statements  
for the year ended 30 June 2020**

**Company Number 00932590  
Registered Charity 256659  
Scottish Charity Number: SC043942**

**Society for Underwater Technology  
Financial Statements for the year ended  
30 June 2020**

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**Society for Underwater Technology  
Financial Statements for the year ended  
30 June 2020**

**Legal and Administrative Information**

The Council Members, who are the Trustees for the purpose of Charity Law, and also the Directors and Members for the purpose of Company Law, present their Report together with the Financial Statements for the year ended 30 June 2020.

President:	Professor R F Rayner
Chairman and Vice President:	D Saul
Hon Treasurer:	M R Cook
Hon Secretary:	D A Brookes
Chief Executive (CEO):	S Hall
Registered Office:	2 John Street, London, WC1N 2ES
Registered Charity:	256659
Company Number:	00932590
Independent Examiner:	Nunn Hayward LLP 2-4 Packhorse Road, Gerrards Cross, Buckinghamshire. SL9 7QE
Principal Bankers:	Barclays Bank plc and Bank of Scotland plc
Solicitors:	Hart Brown 2 Jenner Road Guildford Surrey GU1 3PW

**Society for Underwater Technology**  
**Chairman's Report**  
**30 June 2020**

COVID-19 has driven a very different year for the Society than we all expected. However, before I talk about how this has affected SUT, I would like to remember John Bevan who passed away in February this year. John had been a member of the SUT since 1969 serving for many years as chair of the Diving and Manned Submersibles committee, where he made a major contribution to diving safety. John also served as Honorary Secretary and Member of Council and was a recipient of the prestigious Houlder Cup for services to diving in 2002. The full text of John's obituary can read on the [SUT website](#).

Another high-profile member who died this year was Sir Anthony Laughton FRS, who served as SUT President 1996-7. Sir Anthony was one of the world's foremost post-war oceanographers and led the prestigious Institute of Oceanographic Sciences for many years. SUT can count itself fortunate to have had the support of people of the calibre of John and Tony, who directly contributed to our global role and success.

Prior to the impacts of COVID-19 the Society had been on target to break even this year. This would have been an important milestone and while COVID-19 has significantly impacted the Society's finances, we have, through strong financial management, avoided a significant loss for the year. Unfortunately, this has meant losing staff in the UK and abroad. In this I would particularly like to mention Cheryl Ince for her dedicated service to the SUT over 16 years. With the ongoing restrictions on gatherings we have not been able to properly thank Cheryl but will do so when conditions permit.

While COVID-19 has forced almost all face-to-face events to be suspended across the SUT, the Society has responded by moving online with a number of new initiatives to keep in touch with members including regular webinars and a highly popular podcast hosted by Steve Hall our CEO. These are provided free to members and the wider public.

Recognising that a number of members were likely to be impacted by industry down turns during the year, Council agreed to offer free membership for the 2020/2021 year to any member made redundant in the year. This has been very positively received within and external to the Society.

It is usual at this point to thank the SUT staff for their support and continued hard work and, given the ongoing challenges, it is particularly important to do so this year. Steve and staff in the UK, Perth and Houston have all responded to the challenges flexibly against significant pressures.

Looking forward, we have taken measures to ensure the financial stability of the society in the short-term, but we do need to find ways to better monetise our online activities with a view to replace at least in part the loss of revenue from Subsea Awareness Courses. We are also continuing looking at ways to build the Society's presence in areas such as Marine Renewables.

### **Finance**

The 2019/20 financial outcome is a deficit of £42,682. As previously highlighted, we had been on course to present a small profit this year. This would have been significant as we would have achieved it without the support of a significant conference for the first time since 2015.

To achieve the limited deficit figure for the year has taken a number of difficult decisions and while we were initially able to take advantage of the furlough scheme in the UK, the reality that the Society would not be in a position to run face-to-face training & events for the foreseeable future has driven the difficult decision to reduce events staff until better times return.

We have maintained our commitment to supporting undergraduate students. This year, grants totalling £10,000 were made to them and £842 of other awards were presented (see note 8 to the accounts).

There has been a decline in both individual membership and corporate memberships over the year, but not to the extent feared given the wide industry downturn, more positively we are seeing new memberships coming from areas away from oil & gas. Council continues to monitor both individual and corporate fees but at the time of writing there are no plans to increase membership cost in the coming year.

While we were able to run a number of successful Subsea Awareness Courses prior to COVID-19 impacting activities, the ongoing uncertainty means we do need to look for ways to mitigate this loss of face-to-face training revenue. One way is to develop paid-for online training and associated web events. The Houston US branch have demonstrated this is possible, and we need to build on this. To further reduce overheads, Council have also taken the decision to move out of both the London and Aberdeen offices when the current leases finish in 2021, moving to a permanent working from home model. The HQ staff are all supportive of this change. We will retain a mailing address in the City of London for Headquarters, and the custodians of HQS Wellington, site of many SUT meetings over the years, have offered the permanently-moored ship as our registered address from 1st July 2021.

**Society for Underwater Technology  
Chairman's Report Cont/d  
30 June 2020**

**Council**

With several Council members living abroad we have offered the facility to attend Council meetings remotely for a number of years. This meant that the need to move to fully online meetings this year has had limited impact to the running of Council. To ensure we are able to quickly respond to changes impacting the Society, the Executive committee has been meeting on a fortnightly basis since March.

The Business Development (BD) committee has continued to meet, but taking a much shorter-term view focused on ensuring we stayed connected and relevant to the membership. New initiatives coming from the BD committee this year include:

- Weekly podcast
- Bi-weekly webinars
- Gadgets & Widget sessions (an opportunity for member companies to present their technology via the SUT YouTube channel)
- Online course development
- A Members' Only Forum

A preliminary report on the SUT business review was presented to Council. While it was agreed to put the detailed work associated with the review on hold because of COVID-19 some recommendations - for instance moving out of HQ offices - are being implemented.

**Training**

Towards the start of the year a number of successful training courses were run including a company-based course for BP staff in Baku. With the loss of face-to-face training the focus has moved to developing paid-for either fully on-line or hybrid models. In a move away from traditional training areas, the London branch has developed an offshore renewable wind course which it is hoped to present online before the end of the year. The training committee is also working to develop a common set of SUT-owned subsea awareness materials for branches to use as a building block when creating awareness courses specific to their markets. This should largely mitigate problems of sharing content we currently see between branches and provide for a more consistent 'brand' offering.

**External relationships**

We have continued to develop our relationship with the Marine Technology Society (MTS) albeit at a slower pace because of the impacts of COVID-19 on people's time. In line with existing agreements, Council have set up a joint working group with MTS including our Chairman, Treasurer and Hon Secretary to explore further potential areas we can work together.

SUT agreed with MTS to jointly license the ability to offer Professional Accreditation of Chartered Marine Technologists from the Institute of Marine Engineering, Science & Technology (IMarEST). The first trial group of SUT members to participate in the pilot process should be complete by the end of the year.

**Branches**

As in previous years the Society has benefited from a well-developed UK and International Branch network. As with the UK, Houston and Perth have both made difficult decisions to cut back activities but are now taking tentative steps to restart courses and other activities. In the UK, the South West England group continues to develop strongly as part of the London and South Branch, while abroad we have seen expressions of interest for setting up branches in Baku and the Southern Med based in Cyprus.

**Steve Hall moving on**

As you will be aware from his regular newsletter our CEO Steve Hall resigned in September to take a position as CEO of the Pembrokeshire Coastal Forum in South Wales. While this news technically came in after the cut-off for this report, it did not seem right to wait a year to thank him for all his hard work over the last four years. While we are very sad to see Steve move on, this is, as he says, an opportunity that may only come once in a lifetime. Steve took over at a difficult time with the Society still working to adjust to the loss of training income following the oil price drop in 2014. From day one Steve has worked hard to build the Society's work in ocean science, renewables and defence putting us in a much better position to manage the difficulties of 2020. During the various lockdowns Steve has worked tirelessly to facilitate online committee meetings, record podcasts and webinars from his house in Wales. Looking forward Steve intends to stay as an active Member & Fellow of SUT, and David Kirkley has asked if Steve will succeed him as Chair of the International Committee in 2021 so it will not be goodbye.

**D Saul  
Chairman of the Council**

**Dated: 22 October 2020**

**Society for Underwater Technology**  
**Council Members' Annual Report including Strategic Report**  
**30 June 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Society's governing document is the Memorandum and Articles of Association and its full name is the Society for Underwater Technology Limited. The Society is a registered company limited by guarantee and a registered charity.

**Council Members and their Interests**

The Members serving on the Council throughout the year were as follows:

A Barwise	Prof Gwyn Griffiths	Dr J Morgan (appointed 16.12.2019)
R A Binks	S John	Prof R F Rayner
D A Brookes	S Johnson	D M Saul
M R Cook	Dr D W Kirkley	D W Baker (resigned 1.1.2020)
A Connelly	I Knight	
C J Curran	R Luff	
R Farrier	R MacDonald (appointed 16.12.2019)	

None of the Members of the Council has any financial interest in the Society that requires disclosure under the Companies Act 2006. For Related Party transactions please see notes 11 and 21.

Council Members are appointed for three years by a ballot among members of the Society (members comprising the classes of Fellow, Individual Member and Corporate Member), and are drawn from among these Members. Candidates must be proposed and seconded by any two other Members. Ballot forms must be sent to Members twenty-eight days before the election, which is by simple majority, and this shall take place seven days before the Annual General Meeting. Those elected shall hold office from the conclusion of this Annual General Meeting. At the end of three years, a Council Member may stand for re-election, but no Member of Council may serve for more than six consecutive years.

New Council Members are not provided with a formal induction pack following their election, but are briefed verbally at the first meeting.

**Organisational Structure**

A Board of Trustees (The Council) of up to or similar to 18 members, who meet quarterly, administer the Society. A Chief Executive (CEO), who's not a trustee, is appointed by The Council to manage the day to day operations of the Society.

Branches of the Society are established under the authority of Council in accordance with the Memorandum and Articles of the Society. They will have their own organising committee with elected officers.

The results of branches of the Society whereby the UK charity either has control, or the branch is not deemed to be administratively autonomous are consolidated in the Financial Statements.

Details of remuneration of key management personnel are disclosed in note 11. Remuneration levels for key management personnel and other employees are set by the Executive Committee, whose members are set out on page 1. The overall gross salary allowance as presented in the budget is then ratified by the full Council.

**OBJECTIVES AND ACTIVITIES**

The Society is principally engaged in the promotion of awareness in all aspects related to underwater technology. Its Mission and Strategic Vision are described as follows:

***Mission***

The Society for Underwater Technology (SUT) is an international body actively promoting the development, dissemination and exchange of ideas, information and technology arising from or related to the underwater environment.

***Strategic Vision***

To maintain and develop SUT as the foremost society worldwide focusing on underwater technology, building on a reputation for high standards in publications, conferences and training courses; having a growing membership in the UK and abroad; and having significant influence with government and industry in relevant policy areas, and encouraging people to attain suitable qualifications and enter the field of underwater technology.

**Society for Underwater Technology**  
**Council Members' Annual Report including Strategic Report Cont/d**  
**30 June 2020**

**Public Benefit**

In keeping with the Charity Commission's key principles that there must be an identifiable benefit to the public or a section of the public, the Society has undertaken the following activities during this financial year:

- It has supported 5 undergraduate students on relevant courses at a total cost of £10,000 (2019: £10,200).
- Provided free of charge the most highly acclaimed on-line magazine in the field of underwater technology and sub-sea engineering, entitled UT<sup>3</sup>.
- Has organised free of charge Christmas lecture programmes for schools.
- Provided high quality subsidised training courses for industry.

**Grant Making Policy**

Grants are awarded to high-quality students at either undergraduate or postgraduate (one-year taught MSc) level undertaking courses relevant to the area of interest of the Society with the aim of encouraging more entrants to the marine disciplines.

**STRATEGIC REPORT**

**Achievements and Performance**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The Unrestricted Funds of the Society made a deficit of £42,682 after allowing for £6,946 in gains on investments and £10,842 expended for grants and awards. Please also refer to the Chairman's Report.

**Financial Review**

*Reserves Policy*

Free reserves are established and reviewed to ensure that the Society retains a level of funds to meet its forward obligations and to ensure it can reasonably maintain a level of service in line with its objectives. The Council Members consider this to be approximately 50% of average annual expected expenditure.

*Educational Support Fund*

At events organised by the Society collections are taken-up in favour of the 'Educational Support Fund' which was a historic fund, now expended, used to pay grants to under and post graduates. All monies collected in the name of this fund during a given year are fully expended on grants made within that financial year and, therefore, there is no balance sheet reserve in this name.

*Investments*

There are no formal restrictions on the investments made by the Society.

Currently, the primary objective of holding fixed assets investments is the security they offer rather than the income that is generated. Investment income is shown in note 6 of the accounts and totalled £6,578 for the year (2019: £6,916) and a gain of £6,946 (2019: £17,014) was recognised on revaluation. Given this primary objective, the Members are satisfied with the returns the investments have provided in the period.

**Plans for Future Periods**

Please refer to the Chairman's Report for future plans and developments.

**Principal Risks and Uncertainties**

The Council Members actively review the major risks which the charity faces and confirm that they have established systems to mitigate the significant risks.

*Operational Risk*

These systems are being put into a more formalised structure and are designed to reduce the likelihood of the risk and to lessen the impact on the Society should those risks materialise. Key risks at present are assessed as being associated with the Society's necessary global expansion and the concomitant development of IT structures to support this. However, no reason is seen to amend further the Reserves Policy as detailed above.

**Society for Underwater Technology**  
**Council Members' Annual Report including Strategic Report Cont/d**  
**30 June 2020**

**Principal Risks and Uncertainties continued**

*Financial Risk*

The Members remain cautious in terms of the Society's investment strategy and are satisfied they have taken appropriate steps to ensure that reserves are not placed at any undue risk. During the period and at the Balance Sheet date, the majority of balances held at bank were held in either current or deposit accounts with High Street banks. The make-up of fixed asset investments is given in note 14 of the Financial Statements. The majority of these investments are placed in two Charities Official Investment Funds.

*Going concern*

The Council Members have given due consideration to the ability of the Society to continue as a going concern. During the last quarter of the financial year the country was in a period of lockdown due to the Covid19 pandemic. This resulted in the cancellation of a number of courses and events. In order to minimise the financial impact of this loss of income and the fall in activity levels, the Society took the decision to furlough four of its staff. It then reviewed all its expenditure and served notice to its landlord to reduce rent overheads. It is actively considering other cost cutting measures. The Society remains optimistic that it will be able to move to on-line courses in 2021 and that there will be a return to face to face courses and other events in future. The membership renewals have generally been maintained at the 2020 levels in the first quarter of 2021. The Society continues to meet its minimum reserves policy of holding fifty percent of the expected next year's expenditure in reserves. The Members are, therefore, satisfied that the going concern basis remains appropriate.

**FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS**

No funds are held as custodian trustee on behalf of the others.

**STATEMENT OF COUNCIL MEMBERS' RESPONSIBILITIES**

The Council Members are responsible for preparing the Report and the Financial Statements in accordance with applicable law and regulations.

Company Law requires the Council Members to prepare financial statements for each financial year. Under that law the Council Members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Council Members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Society and of the surplus and deficit of the Society for that period. In preparing these financial statements, the Council Members are required to:

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

The Council Members are responsible for keeping adequate accounting records that are sufficient to show and explain the Society's transactions and 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. 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.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER**

So far as the Council Members are aware, there is no relevant information of which the Society's Independent Examiner is unaware, and each Council Member has taken all the steps that he or she ought to have taken as a Council Member in order to make himself or herself aware of any relevant information and to establish that the Society's Independent Examiner is aware of that information.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

**On behalf of the Council**

**D Saul**  
**Chairman of the Council**

**D A Brookes**  
**Honorary Secretary**

**Dated: 22 October 2020**



**Independent Examiner's Report to the Trustees of  
Society for Underwater Technology  
30 June 2020**

I report on the accounts for the trustees on my examination of the accounts of Society for Underwater Technology for the year ended 30 June 2020 as set out on pages 2-7 to 2-19.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the Act); the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's statement**

The Society's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Certified Chartered Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Tom Lacey FCCA  
Nunn Hayward LLP  
Chartered Accountants  
2-4 Packhorse Road  
Gerrards Cross  
Buckinghamshire  
SL9 7QE

Date: 19 November 2020

**Society for Underwater Technology**  
**Statement of Financial Activities**  
**(Incorporating the Income and Expenditure Account)**  
**For the year ended 30 June 2020**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Income</b>					
Donations and legacies	2	23,772	1,684	25,456	5,009
<i>Income from charitable activities:</i>					
Memberships, conferences and events	3	344,172	-	344,172	311,071
<i>Income from other activities:</i>					
Other incoming resources		16,501	-	16,501	271
Investment income	6	6,578	-	6,578	6,916
<b>Total income</b>		<u>£391,023</u>	<u>£1,684</u>	<u>£392,707</u>	<u>£ 323,267</u>
<b>Expenditure</b>					
<i>Expenditure on charitable activities:</i>					
Charitable activities	7	440,651	1,684	442,335	408,908
<b>Total expenditure</b>		<u>£440,651</u>	<u>£1,684</u>	<u>£442,335</u>	<u>£408,908</u>
<b>Net income / (expenditure) before gains / (losses) on investments</b>					
		(49,628)	-	(49,628)	(85,641)
Net gains / (losses) on investments	14.3	6,946	-	6,946	17,014
<b>Net income / (expenditure)</b>		<u>(42,682)</u>	<u>-</u>	<u>(42,682)</u>	<u>(68,627)</u>
Transfers between funds		-	-	-	-
<b>Net Movement in Funds</b>		<u>(42,682)</u>	<u>-</u>	<u>(42,682)</u>	<u>(68,627)</u>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		310,758	-	310,758	379,385
<b>Total funds carried forward</b>		<u>£ 268,076</u>	<u>£-</u>	<u>£ 268,076</u>	<u>£ 310,758</u>

Net income is derived from continuing operations for the above two financial years.

All gains and losses recognised in the year are included above.

The notes on pages 2-9 to 2-19 form part of these financial statements

**Society for Underwater Technology**  
**Balance Sheet**  
**As at 30 June 2020**

	Note	2020		2019	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		3,661		9,396
Investments	14		191,192		214,246
			<u>194,853</u>		<u>223,642</u>
<b>Current assets</b>					
Publications stock	15	10,092		16,850	
Debtors	16	29,882		75,783	
Cash at bank and in hand		59,629		25,640	
		<u>99,603</u>		<u>118,273</u>	
<b>Creditors: Amounts falling due within one year</b>	17	<u>(26,380)</u>		<u>31,157</u>	
<b>Net current assets</b>			<u>73,223</u>		<u>87,116</u>
<b>Net assets</b>			<u>£ 268,076</u>		<u>£ 310,758</u>
<b>Funds of the charity:</b>					
Unrestricted income funds			<u>268,076</u>		<u>310,758</u>
			<u>£ 268,076</u>		<u>£ 310,758</u>

Total funds as stated above include a Fair Value Reserve £175,100 (2019: £166,438 ) (see note 14.3).

The Council Members acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as applicable to the company.

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies for the year ended 30 June 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2020 in accordance with section 476 of the Companies Act 2006.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Council on 22 October 2020 and signed on its behalf by:

**D Saul**  
**Chairman of the Council**

**D A Brookes**  
**Honorary Secretary**

**Company Number: 00932590**  
**Registered Charity Number: 256659**

The notes on pages 2-9 to 2-19 form part of these financial statements.

**Society for Underwater Technology**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2020**

**1. Accounting policies**

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**a) Basis of preparation**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), Charities Act 2011, Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and UK Generally Accepted Practice as it applies from 1 January 2019.

Society for Underwater Technology meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The legal and actual status of affiliated operations is periodically assessed by the charity. As a result the charity concludes that the operations in Perth (Australia), Houston (USA), Melbourne (Australia), West Africa, Rio de Janeiro (Brazil), Kuala Lumpur (Malaysia), Singapore and Beijing (China) do not qualify as subsidiaries under the Companies Acts 2006 or as branches under the guidance laid out by the Charities SORP (FRS 102). The detailed review of the constitutions and operations concluded that they are administratively autonomous and should therefore not be consolidated. The Society for Underwater Technology Norway NUF was established as a Norwegian branch of a foreign enterprise (NUF). The constitution of this operation varies from those mentioned above and it qualifies as a branch under the Charities SORP (FRS 102) as a result is treated as a subsidiary. The Society has taken advantage of the exemption from preparing group accounts as per SORP FRS102 S.24.6 Appendix 3 A.11.

The presentation currency is £ Sterling rounded to nearest £1.

**b) Preparation of the accounts on a going concern basis**

The Council Members have given due consideration to the ability of the Society to continue as a going concern. During the last quarter of the financial year the country was in a period of lockdown due to the Covid19 pandemic. This resulted in the cancellation of a number of courses and events. In order to minimise the financial impact of this loss of income and the fall in activity levels, the Society took the decision to furlough four of its staff. It then reviewed all its expenditure and served notice to its landlord to reduce rent overheads. It is actively considering other cost cutting measures. The Society remains optimistic that it will be able to move to on-line courses in 2021 and that there will be a return to face to face courses and other events in future. The membership renewals have generally been maintained at the 2020 levels in the first quarter of 2021. The Society continues to meet its minimum reserves policy of holding fifty percent of the expected next year's expenditure in reserves. The Members are, therefore, satisfied that the going concern basis remains appropriate.

**d) Fund accounting**

The principles of fund accounting, as described in the Statement of Recommended Practice, Accounting and Reporting by Charities: the Charities SORP (FRS 102), have been applied in the preparation of these financial statements.

Funds held by the Society are either:

*Unrestricted general funds*

These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

*Designated general funds*

The Society has designated general funds which it applies to the provision of the awards made to students. Monies that are designated by the Council Members can be moved back within the unrestricted general funds should the Council Members so decide.

*Restricted funds*

These funds can only be used for this purpose within the objects of the Society. The Society's restricted funds were all fully expended during the year and, therefore, there is no fund analysis relating to balance sheet values at the year end.

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont'd**  
**For the year ended 30 June 2020**

**1. Accounting policies – cont'd**

e) **Tangible fixed assets**

Assets are capitalised at cost when the economic benefit of ownership will spread over a number of years.

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

Office furniture and equipment	20% reducing balance
Computer	33% straight line

f) **Publications stock**

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

g) **Investments**

Investments are valued at the prevailing market price as at the Balance Sheet date. Realised and unrealised gains (or losses) are reflected in the Statement of Financial Activities in the year in which they occur. No distinction is made between realised and unrealised gains in the Statement of Financial Activities as the Trustees consider that the disclosure of total gains/losses show a truer and fairer view.

h) **Debtors**

Debtors are recognised at the settlement amount due less any provisions for doubtful debts. Prepayments are valued at the amount prepaid, calculated on a month by month basis.

i) **Creditors**

Creditors are recognised where the Society has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

j) **Voluntary income**

Voluntary income is recognised on receipt.

k) **Events Income**

Events income is included when receivable.

l) **Subscriptions**

Membership subscriptions are accounted for on a receivable basis.

m) **Grants Payable**

Grants payable are charged against income upon approval of the grant, in so far as the grant is payable from current resources.

n) **Expenditure**

Charitable activities represent all costs incurred by the Society in meeting its charitable objectives.

Governance costs are incurred in connection with the management and administration of the charity. These include central management and administration costs, organisational costs and costs incurred to ensure compliance with constitutional and statutory requirements.

Each natural category of costs is considered individually and allocated on a percentage basis by function.

o) **Operating Leases**

Operating lease rentals are charged to the profit and loss account as incurred.

p) **Foreign Currencies**

Assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the Balance Sheet date. Transactions are translated at the rate of exchange ruling at the date of the transaction. All exchange differences are reflected in the Statement of Financial Activities.

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**2. Accounting policies – cont'd**

q) **Legal Status of the Charity**

The charity is a private company, registered in England and Wales, limited by guarantee and has no share capital. The registered office and company number are shown on page 1.

**2. Income from donations and legacies**

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	2019 £
General donations	23,772	-	23,772	3,469
ESF Donations	-	1,684	1,684	1,540
	<u>£ 23,772</u>	<u>1,684</u>	<u>£ 25,456</u>	<u>£ 5,009</u>

**3. Income from charitable activities**

	Note	2020 £	2019 £
Membership subscriptions	3.1	168,982	181,698
Conferences and seminars	4	167,519	119,104
Fees for services	5	-	2,500
Publications, journals, newsletters and educational products		7,671	7,769
		<u>£ 344,172</u>	<u>£ 311,071</u>

**3.1 Membership subscriptions**

	2020 £	2019 £
Corporate members	124,723	132,782
Individual members	44,259	48,916
	<u>£ 168,982</u>	<u>£ 181,698</u>

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont'd**  
**For the year ended 30 June 2020**

**4. Conferences and seminars**

	2020			2019		
	Fees £	Direct Costs £	Surplus/ (Deficit) £	Fees £	Direct Costs £	Surplus/ (Deficit) £
<b>Courses</b>						
Subsea awareness:						
BP Baku	24,706	11,514	13,192	-	-	-
Offshore Site Investigation & Geotechnics – Courses	16,860	5,041	11,819	1,800	1,800	-
New Technology for Field Life-share of profit	(826)	-	(826)	2,477	-	2,477
X Talks	1,125	-	1,125	-	-	-
ECOSIGG	-	-	-	1,433	1,034	399
OSIG SS GB/OSIG	3,100	2,514	586	6,020	2,475	3,545
<b>Conferences and workshops</b>						
OSIG 2017				-	(2,099)	2,099
All Energy *	9,825	9,825	-	-	915	(915)
SUT/Masts Workshop	4,500	3,635	865	1,750	3,033	(1,283)
Trenching and evacuation	3,500	123	3,377	-	-	-
OI ME	1,510	-	1,510	-	-	-
Flex re rigid Flowlines UAE	2,444	88	2,356	-	-	-
Economics of cable/flex/ubilical lay	3,333	-	3,333	-	-	-
<b>Research</b>						
BRIDGES	5,315	457	4,858	8,953	1,338	7,615
<b>Other events</b>						
Annual General Meeting	4,718	7,228	(2,511)	4,600	5,961	(1,361)
Christmas Lecture				1,880	4,941	(3,061)
<b>Branch activities</b>						
<b>London &amp; South England</b>						
Evening Meetings	1,767	969	798	255	471	(216)
Other events	1,351	982	369	1,199	1,236	(37)
Deposit	-	625	(625)	-	-	-
<b>Aberdeen</b>						
Subsea Awareness	50,000	10,896	39,104	54,200	13,475	40,725
Sponsorship of events	15,000	-	15,000	10,000	444	9,556
Golf Day	(90)	15	(105)	2,967	2,147	820
Evening Meetings	2,711	1,253	1,458	4,235	3,196	1,039
Annual General Meeting	6,173	6,450	(277)	4,833	7,762	(2,929)
Breakfast Meeting				2,957	2,030	927
SUT+	2,932	1,511	1,421	133	293	(160)
Other events	4,588	7,739	(3,151)	5,426	3,289	2,137
<b>Newcastle</b>						
Evening Meetings	377	529	(152)	1,353	1,720	(367)
Sponsorship	1,400	-	1,400	1,600	-	1,600
Engineering under the Waves	1,200	934	266	1,033	1,202	(169)
Other events	-	-	-	-	-	-
	<u>£167,519</u>	<u>£72,328</u>	<u>£95,189</u>	<u>£119,104</u>	<u>£56,663</u>	<u>£62,441</u>

(\* ) Income shown above under Conferences and workshops for All Energy 2019 excludes income for Fees and services, which is presented separately in note 5.





**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**9. Other direct charitable expenditure**

	Unrestricted Funds	Restricted Funds	Total 2020	2019
	£	£	£	£
Accountancy	6,487	-	6,487	6,000
Examiner's/Auditor's remuneration	3,000	-	3,000	3,000
Bad debts	-	-	-	-
Bank charges	3,942	-	3,942	3,991
Conferences and seminars (Note 4)	72,328	-	72,328	56,663
Publications, journals and newsletters	14,202	-	14,202	12,080
Committee expenses	3,040	-	3,040	4,372
Computer maintenance	12,028	-	12,028	9,695
Depreciation	6,374	-	6,374	8,130
Disposal of assets	-	-	-	235
Exchange rate differences	12,865	-	12,865	92
Insurance	401	-	401	767
Lease of equipment	514	-	514	515
Marketing and advertising	5,900	-	5,900	9,980
Postage	838	-	838	1,235
Professional fees	15,880	-	15,880	16,192
Rent, rates, light and heat	38,042	-	38,042	30,751
Staff recruitment and training	600	-	600	1,163
Salaries	224,189	-	224,189	219,852
Stationery and office expenses	8,107	-	8,107	6,206
Subscriptions	571	-	571	914
Telephone	2,185	-	2,185	5,023
	<u>£ 431,493</u>	<u>£-</u>	<u>£ 431,493</u>	<u>£ 396,856</u>

\*The restricted expenditure relates to the hire of the premises for the Annual General Meeting which is funded by a restricted donation.

**10. Analysis of support and governance costs**

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. The table shown overleaf details the analysis of these support and governance functions. These values are included in the costs shown in note 9.

	General Support	Governance Function	Total	Basis of apportionment
	£	£	£	£
Independent examination fee	-	3,000	3,000	Wholly attributable
Accountancy fee to IE	-	6,487	6,487	Wholly attributable
Bank charges	3,942	-	3,942	Wholly attributable
Committee expenses	438	-	438	Usage allocation
Computer maintenance	3,608	-	3,608	Allocated on time
Depreciation	1,912	-	1,912	Allocated on time
Insurance	120	-	120	Allocated on time
Lease of equipment	154	-	154	Allocated on time
Postage	84	-	84	Usage allocation
Professional fees	15,880	-	15,880	Wholly attributable
Rent, rates and heat and light	11,413	-	11,413	Allocated on time
Staff recruitment and training	180	-	180	Allocated on time
Salaries	68,414	-	68,414	Allocated on time
Stationery and office expenses	1,621	-	1,621	Usage allocation
Subscriptions	286	-	286	Apportioned equally
Telephone	656	-	656	Usage allocation
Marketing	2,950	-	2,950	Apportioned equally
Exchange rate differences	12,865	-	12,865	Wholly attributable
	<u>£ 124,523</u>	<u>£ 9,487</u>	<u>£ 134,010</u>	

Where not otherwise stated, support costs as shown above have been calculated on a pro rata basis in line with the staff salaries allocation.

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**11. Staff costs**

	2020 £	2019 £
Staff costs:		
Wages and salaries	197,079	190,582
Social security costs	16,351	19,373
Defined contribution pensions	5,912	4,250
Other staff costs	4,947	6,810
	£ 224,189	£ 221,015

The average number of employees, analysed by function was:

	2020	2019
Direct charitable activities	3	3
Management and administration of the charity	3	3

The Trustees did not receive any remuneration or reimbursed expenses during the year (2019: £nil).  
Total employee benefits of key management personnel amounted to £70,375 (2019: £68,493).

Employees earning more than £60,000 during the year:

	2020	2019
£60,001 - £70,000	-	1
£70,001 - £80,000	1	-

**12. Taxation**

The Society is a registered charity and, therefore, no tax liability arises on the results for the year to the extent that income and gains are applied to the Society's charitable objects.

**13. Tangible fixed assets**

	Office furniture and equipment £	Computers £	Total £
<b>Cost</b>			
As at 1 July 2019	4,195	42,769	46,964
Additions	-	639	639
Disposals	-	-	-
	4,195	43,408	47,603
As at 30 June 2020	4,195	43,408	47,603
<b>Depreciation</b>			
As at 1 July 2019	2,383	35,185	37,568
Charge for the year	361	6,013	6,374
On disposals	-	-	-
	2,744	41,198	43,942
As at 30 June 2020	2,744	41,198	43,942
<b>Net book value at 30 June 2020</b>	£ 1,451	£ 2,210	£ 3,661
<b>Net book value at 30 June 2019</b>	£ 1,812	£ 7,584	£ 9,396

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**14. Fixed assets investments**

**14.1 Summary**

	2020		2019	
	£	£	£	£
	Cost	Valuation	Cost	Valuation
a) Charities Official Investment Fund	39,659	190,927	45,702	213,892
b) NSB investment account			-	-
c) Listed investments	2,106	265	2,106	354
	<u>£ 41,765</u>	<u>£ 191,192</u>	<u>£47,808</u>	<u>£ 214,246</u>

**14.2 Movements on investments**

	2020	2019
	£	£
Market value at 30 June 2019	214,246	241,121
Transfers/Disposals	(30,000)	(44,074)
Gains on revaluation	6,946	17,014
Interest on NSB	-	185
Market value at 30 June 2020	<u>£ 191,192</u>	<u>£ 214,246</u>

**14.3 Reconciliation of movement in unrealised gains on investment assets**

	2020	2019
	£	£
Unrealised gains at 30 June 2019	166,438	164,985
Gain/(loss) on disposal	1,716	(15,561)
Unrealised gains in year	6,946	17,014
<b>Unrealised gains at 30 June 2020</b>	<u>£ 175,100</u>	<u>£ 166,438</u>

**15. Publications stock**

	2020	2019
Books for resale	<u>£ 10,092</u>	<u>£ 16,850</u>

During the year the impairment provision increased by £6,738 (2019:nil).

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

<b>16. Debtors</b>	2020 £	2019 £
Trade debtors	4,256	11,402
Amounts owed by group undertakings	3,252	3,252
Prepayments and accrued income	17,451	52,012
Other debtors	4,923	9,117
	<u>£ 29,882</u>	<u>£ 75,783</u>
<b>17. Creditors: Amounts falling due within one year</b>	2020 £	2019 £
Trade creditors	1,898	7,966
Deferred income	8,332	7,472
Social Security and other taxes	7,100	6,511
Accruals	5,218	5,215
Other creditors	3,832	3,993
	<u>£ 26,380</u>	<u>£ 31,157</u>
<b>17.1 Deferred income included in creditors due within one year</b>	2020 £	2019 £
Opening balance as at 1 July 2019	7,472	5,511
Deferred in the year	8,332	7,472
Released in the year	(7,472)	(5,511)
	<u>£ 8,332</u>	<u>£ 7,472</u>
Income is deferred when it has been either invoiced or received in the current financial year but relates to future periods.		

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**18. Limited liability of members**

In accordance with the Memorandum and Articles of Association, Fellows, Individual Members and Corporate Members (but not Associate Members and Student Members) are deemed to be Members of the Society within the context and as such have a limited liability of £5 per member in the event of the Society being wound up.

**19. Restricted funds**

	Balance 30 June 2019 Restated	Incoming Resources	Movement in Fund Expenditure and Gains/(losses)	Transfers	Balance 30 June 2020
Society for Underwater Technology	-	-	-	-	-
Educational Support Fund	-	1,684	(1,684)	-	-
<b>Totals</b>	<b>£-</b>	<b>£1,684</b>	<b>£(1,684)</b>	<b>£-</b>	<b>£-</b>

The Education Support Fund was established to provide educational grants to students. The original restricted funds have all been expended (as disclosed in Accounting Policies note 1c). This year a previous recipient of the Society's grants made a donation at the Aberdeen AGM which has been fully expended on grants made.

**Fair value reserve**

The unrealised gains table shown in note 14.3 represent the value of the Fair value reserve held within the General Fund.

**20. Operating leases**

At 30 June 2020, the Society was committed to making the following minimum payments under non-cancellable operating leases expiring:

	2020 £	2019 £
Within one year	8,690	1,533
Between 2 and 5 years	24,575	64,680
	<u>£33,265</u>	<u>£ 66,213</u>

During the year £32,948 (2019: £26,229) of operating lease payments were recognised as an expense.

**21. Related party transactions**

The total amount of donations received without conditions from trustees during the year was £10,010. There are no other disclosable related party transactions during the year.

**Society for Underwater Technology**  
**Notes to the Financial Statements Cont/d**  
**For the year ended 30 June 2020**

**22. Comparative Statement of Financial Activity (Restated)**

		Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
	Note				
<b>Income</b>					
Donations and legacies	2	3,469	1,540	5,009	3,003
<i>Income from charitable activities:</i>					
Memberships, conferences and events	3	306,471	4,600	311,071	639,999
<i>Income from other activities:</i>					
Other incoming resources		271	-	271	235
Investment income	6	6,916	-	6,916	8,672
<b>Total income</b>		<u>£317,127</u>	<u>£6,140</u>	<u>£ 323,267</u>	<u>£ 651,909</u>
<b>Expenditure</b>					
<i>Expenditure on charitable activities:</i>					
Charitable activities	7	402,768	6,140	408,908	654,194
<b>Total expenditure</b>		<u>£ 402,768</u>	<u>£6,140</u>	<u>£408,908</u>	<u>£ 654,194</u>
<b>Net income / (expenditure) before gains / (losses) on investments</b>		(85,641)	-	(85,641)	(2,285)
Net gains / (losses) on investments	14.3	17,014	-	17,014	11,991
<b>Net income / (expenditure)</b>		(68,627)		(68,627)	9,706
Transfers between funds		-	-	-	-
<b>Net Movement in Funds</b>		(68,627)	-	(68,627)	9,706
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		379,385	-	379,385	369,679
<b>Total funds carried forward</b>		<u>£ 310,758</u>	<u>£-</u>	<u>£310,758</u>	<u>£ 379,385</u>