

**THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE
UK**
(A Company Limited by Guarantee)

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2019

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

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THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS PATRON, PRESIDENT,
IMMEDIATE PAST PRESIDENT AND VICE PRESIDENTS AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**Patron, President,
Immediate Past President
and Vice Presidents**

HRH The Princess Royal, Patron

P Sainthouse, FCILT, President (from 1 January 2019)

R Proctor, FCILT, Immediate Past President (to 31 December 2018)

D Alexander, FCILT, CBE, Vice President

B Bell, FCILT, CBE, Vice President

Lord Tony Berkeley, FCILT, Vice President

P Brooks, FCILT, Vice President (resigned 17 October 2019)

S Gooding, FCILT, Vice President

L Harding, FCILT, Vice President

R Proctor, FCILT, Vice President (resigned 3 January 2020)

D Rocos, FCILT, Vice President (resigned 3 January 2020)

J Spittle, FCILT, Vice President (resigned 3 January 2020)

J Steer, FCILT, Vice President (resigned 2 July 2019)

W Whitehorn, FCILT, Vice President

Directors and Trustees

A B Jones, FCILT, Chairman (appointed 21 October 2019)

R Wilding, FCILT, Chairman (resigned 20 October 2019)

J D Carr, FCILT, Director

G H Catterick, FCILT, Director

M C Everson, FCILT, MBE, Director

H Gallimore, FCILT, Director

M L Gilbert, FCILT, Director

E J Green, FCILT, Director (resigned 20 October 2019)

P Hunter, FCILT, Director (resigned 27 November 2019)

C I Hutchinson, FCILT, Director

P Karran, FCILT, Director

C Marrow, FCILT, Director

D J Pugh, FCILT, Director

N Richardson, FCILT, Director

E M Ross, CMILT, Director

**Company registered
number**

02629347

**Charity registered
number**

1004963

Registered office

3 - 4 Earlstrees Court
Earlstrees Road
Corby
Northamptonshire
NN17 4AX

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS PATRON, PRESIDENT,
IMMEDIATE PAST PRESIDENT AND VICE PRESIDENTS AND ADVISERS (CONTINUED)**
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Company secretary	A J Weatherill, FCILT
Chief Executive	K Richardson, FCILT
Independent auditor	Mazars LLP Chartered Accountants 90 Victoria Street Bristol BS1 6DP
Bankers	Barclays plc 497 Silbury Boulevard Milton Keynes MK9 2LD
Solicitors	Stone King LLP 16 St John's Lane London EC1M 4BS
Investment managers	Investec Wealth and Investment Management Ltd 2 Gresham Street London EC2V 7QP

CHAIRMAN'S STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2019

The chairman presents his statement for the year.

2019 was the centenary of the founding of the Institute of Transport, which over the following 100 years evolved to become The Chartered Institute of Logistics and Transport (CILT) and The Chartered Institute of Logistics and Transport in the UK (CILT (UK)). During the year, we celebrated this important milestone but more particularly have focussed on creating a solid platform for the Institute for the next 100 years.

In 2017 CILT (UK) launched a new strategy to ensure that we are well positioned for the future and to reflect the changing environment for both our current and potential members. I am pleased to report that we are making good progress in this area.

In 2019, at the CILT International Convention, hosted by CILT (UK), the CILT President, Sir Peter Hendy, and the CILT (UK) President, Paul Sainthouse, announced our joint intent to integrate CILT (UK) and CILT to create a global Institute for a global profession, to deliver enhanced value to our members and to combine resources to support investment in education and membership services. This process has commenced and will continue in its development over the next few years. Recognising that many of our members operate internationally and within a global environment is fundamental as we move forwards.

My Board remains fully supportive of our strategy. I am pleased that two elected members of the Board, Margaret Everson and Helen Gallimore, agreed to be co-opted to the Board for a period of up to one year to provide continuity in a period of change.

Richard Wilding stood down as Chair on 20 October 2019, having served the maximum two terms of two years as Chair. Jane Green stood down at the same time and I am pleased that she continues to Chair the Remuneration and Awards Committee. In addition, Jane has accepted the position of CILT (UK)'s International Vice President for CILT, effective from 1 January 2020 after Jan Steenberg completed 2 full terms. Paul Hunter, a co-opted member of the Board, resigned on 27 November 2019.

On behalf of the Board, I would to thank Richard, Jane, Jan and Paul for their valuable contributions to the Institute.

Financially 2018/19 has been a good year and we have delivered an operating surplus of ~3.0%, which is in line with our financial objectives. Charitable funds increased by £257k to £2,805k and we remain in a strong liquidity position with £688k of cash balances at year end.

Membership numbers, as with many professional bodies, remains challenging, however we have seen an increase in paying membership each month for the six months to December 2019, bringing paying membership to 11,786. We have made the decision to stop granting free membership to what is classified as learners and this will see a drop in overall numbers until this process has concluded. Overall numbers at December 2019 were 13,863.

Corporate Membership has continued to be successful with the total number of corporate members standing at 157 in December 2019. This has been a significant achievement by the teams and more pleasing is that membership has come from across all sectors and includes a developing relationship with the MOD.

In Education, Training and Qualifications, 2019 has been mixed, reflecting an uncertain and competitive environment in the UK. Despite this, we now accredit 61 university courses, 12 more than 2018 and have a second cohort starting at University of Hull on a Level 6 degree apprenticeship programme. Through our professional development team we have launched CILT Success, an on-line career support tool that has already seen over 6,000 engagements, relaunched our mentoring scheme and undertaken Brexit Readiness training using a blend of televised and classroom sessions. It is our plan during 2020 to further utilise audiovisual media to deliver training and education. Through the Awarding Organisation we registered a total of 7,249 learners in 2019 across all our qualifications, an 8% increase on the prior year and we certified over 4,000 learners.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

CHAIRMAN'S STATEMENT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

PTRC, our wholly owned subsidiary that delivers training and events in the transport planning and infrastructure sector, has had another period of growth with notable achievements being the delivery of public and in company courses outside the UK in Ireland, Canada, Hong Kong and Singapore.

Our engagement through events has delivered very successful Corporate Members Day, the Big Logistics and Transport Diversity Challenge, Transport Practitioners Meeting, LRN and Awards and most notably the Annual Convention. Nations, regions and forums have been active with notable events including the Women in Logistics Conference and Transport and Logistics Safety Conference. I would like to thank all of those members, sponsors and the CILT (UK) team that have lead and supported these excellent and inspiring events across the year.

It has been particularly pleasing to have had the support of the Patron of CILT (UK), HRH The Princess Royal at the Corporate Members Day and at the Annual Awards and I was especially delighted that she was prepared to give a well-received face to face interview for our November edition of FOCUS Magazine. FOCUS and our social media activities have continued to develop and strengthen as key areas of engagement with our members.

Our work in the policy arena has continued strongly through our Public Policies Committee (PPC) and sector and regional policy groups. We have increasingly been recognised for our advice across all sectors, not just in engagement on Brexit but on matters such as port strategy, infrastructure, aviation, bus & coach and rail – notably on HS2 and the Trans Pennine development. During the year, Jolyon Drury stood down as Chair of PPC after many years and his role has been taken on by Sue Terpilowski.


The Novus Trust, has continued its success in attracting and developing the future talent necessary to support and ultimately lead the profession. There are currently Novus courses running through 8 universities and most recently through Middlesex University with a total of 131 students currently participating in the programme. Sponsorship remains critical to supporting this important activity.

Aspire, a restricted charitable fund, continues to support individuals from across the globe to assist those who have difficulty in accessing funding or support to step into or step up within the profession. During 2019, 41 awards were made across a blend of gifted CILT (UK) qualifications and cash awards.

In 2020, our strategy remains to create an Institute that meets the requirements of and provides value to the profession in a global environment. Work will concentrate on the development of our IT strategy, in our public policy and in the development of products and means of delivery across Education, Training and Qualifications.

We are developing, together with businesses across the profession, and will be launching a new programme called "Everybody Matters", with the objectives of championing diversity and inclusion, and attracting and retaining talent at all levels. This is a cross sector programme and we believe this represents an opportunity for us to work with and support businesses and organisations to make a real difference.

I would like to thank all the work done by our volunteer members within the Nations, Regions and Forums, the Board for their continued support of the strategy and to our President, and to the Vice Presidents for their advice and guidance. I would particularly like to thank Richard Wilding as Chair for his substantial commitment, leadership, balanced guidance and support over the last four years.



A B Jones, Chairman
Date: 23 January 2020

DIRECTORS' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2019

The Directors (who are also trustees of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of The Chartered Institute of Logistics and Transport in the UK (the company and the group) for the year ended 30 September 2019. The Directors confirm that the Annual Report and financial statements of the company and the group comply with the current statutory requirements, the requirements of the company and the group's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable in the UK and Republic of Ireland (FRS 102) (Effective 1 January 2015). The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements. The Directors have also had regard to the Charity Commission's guidance on Public Benefit, and believe this can be clearly demonstrated.

Objectives and activities

a. Policies and objectives

The Institute's aim is to promote, encourage and coordinate the study of the science and art of transport and logistics in all its branches; to initiate, foster and maintain investigation and research into the best means and methods of and appliances for transport and logistics and the problems that are involved and their most satisfactory solution; to extend, increase and disseminate knowledge and exchange information and ideas in regard to all questions connected therewith and to assist and further in all practicable ways the development and improvement of transport and logistics in the best interest of the community. These charitable aims will be achieved by pursuing the strategic objectives of the Institute.

Membership is the principal source of funding for the Institute through members' subscriptions. Activity includes the provision of a members' journal, Focus, delivery of local events through the regional structure and a number of bespoke benefits. Learning and development includes provision of qualifications, training and development programmes, as well as access to the CILT Knowledge Centre, which provides one of the largest specialist and most comprehensive sources of logistics, supply chain and transport information in the world. A broad spread of national events, including an annual series of lectures, the presentation of Annual Awards, the Logistics Research Network Conference and professional interest seminars delivered through the Institute's network of professional forums, provide opportunity for the debate of current issues and policies.

b. Public Benefit

Logistics and Transport touches all areas of life. By pursuing its primary aims and objectives the Institute helps ensure that the existence of an environment which enables encouragement and support for:

- Individuals to study the theory of supply chain operations, logistics and transport and related matters at all levels; and
- Practitioners, organisations, and Government to explore and develop best practice in the operation and delivery of services for the good of the community.

Strategic report

Achievements and performance

a. Key performance indicators

In summary total funds increased by £257k (2018: £74k).

Income generated from charitable activities increased (2018: decreased) by 1.6% (2.7%) to £3,917k (£3,856k). Expenditure on charitable activities reduced by 2.5% (1.8%) to £4,167 (£4,269k).

DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Strategic report (continued)

Achievements and performance (continued)

b. Business review

The logistics and transport sector is increasingly being recognised as a critical source of competitive advantage globally. Professionals within the sector continue to face and respond to challenges, disruptive technologies and an uncertain political environment, but as ever succeed in meeting customer needs, reducing costs and developing innovative ways of supporting businesses and the economy. This has again provided the Institute with a platform for contributing to public benefit in the activity it carries out and facilitates. This is achieved through research and development, the sharing of best practice, establishing and maintaining professional standards and the provision of education and training.

We remain committed to a number of objectives, many of which sit within our Vision of creating "Essential Membership". These include access to regulated and accredited qualifications that are relevant and current, encouraging and supporting employers and organisations in the training and development of employees and providing input to Governments and associated bodies on issues to support informed decision making.

In addition, we continue to support access to qualifications and training for those seeking to enter the profession, through our restricted funds, Novus Trust, which is now operating through 8 universities and Aspire Careers Foundation, which continues to make positive progress supporting individuals through directly funded and gifted courses worldwide.

c. Investment policy and performance

The Institute's investment powers are not restricted by its Memorandum or Articles of Association. The Board chooses to engage a firm of investment managers. Investec Wealth and Investment have been engaged since September 2011. The Board has granted discretionary investment powers to its investment managers with the agreed investment strategy being to provide an appropriate level of income whilst maintaining the capital value of the portfolio. Changes in the value of the investment portfolio are set out in Note 17 to the accounts.

Financial review

a. Going concern

After making appropriate enquiries, the Directors have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

At 30 September 2019 the Charity held group free reserves (those not tied up in fixed assets) in unrestricted funds of £1,672k (2018: £1,444k). Free reserves are necessary as they enable the charity to fulfil its objectives, described earlier. The current policy is that the minimum value of free reserves (these being reserves expendable at the discretion of the Board) shall be equivalent to four months' gross annual expenditure as disclosed in the latest annual accounts. It is the Charity's intention to restore the previous policy (six months gross expenditure) as soon as both operational activity and world financial market performance allow, accepting that achieving this objective is likely to take a number of years. The Charity has included invested funds in calculating free reserves as they are readily realisable.

DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Strategic report (continued)

Financial review (continued)

The current levels of reserves equates to between 4.7 months (2018 – 4.1) gross annual expenditure and the Directors consider this to be an adequate level for the continuing operations of the Charity.

c. Principal risks and uncertainties

A review of the Institute's current and planned activities is undertaken each year as part of the strategy. This includes identifying, assessing and managing the significant risks to which it might be exposed. A periodic risk management review has recently commenced with the Audit and Finance Committee together with Board to review the appropriateness of the risk management, strategy and processes. The Directors recognise the importance of risk management and the need to regularly review risk management strategy and processes.

The principal areas of risk to the Institute have been identified as those relating to access to financial resources to fund investment in education and systems and safeguarding its reputation and the delivery of value to members through its products and services.

Structure, governance and management

a. Constitution

The Chartered Institute of Logistics and Transport in the UK (The Institute) is a company limited by guarantee and a registered charity governed by its Memorandum, Articles of Association and Bye Laws. The Institute has two wholly owned subsidiaries PTRC Education and Research Services Ltd (PTRC), which was acquired on 18 December 2008 and CILT (UK) Services Ltd, which has never traded and remains dormant. The main activity of PTRC is the provision, organisation and promotion of transport related training, seminars and conferences.

There have been no changes in the Institute's aims and charitable objectives since the last annual report. The Institute's constitution does not permit the distribution of surpluses.

b. Methods of appointment or election of Directors

The management of the Group and the Company is the responsibility of the Directors who are either elected or co-opted under the terms of the Memorandum, Articles of Association and Bye Laws.

c. Organisational structure and decision-making policies

The present governance structure has been in place since 2011 following a comprehensive and consultative review. The structure enhanced the Institute's relevance, provided for speedier decision making and enabled a better reflection of the views of members with a more democratic approach while providing for robust governance.

The Governance Structure is headed by a Board of Trustees & Directors directly supported by a Representative Advisory Group (RAG) as well as bespoke Board Committees which include the Audit & Finance Committee and the Remuneration & Awards Committee. The Board comprises eight members elected by the Institute's Members, the Audit and Finance Committee Chairman, the RAG Chairman, and up to eight additional members co-opted by the Board to cover any skills gaps and to ensure the provision of a balanced and well-resourced Board.

The RAG provides for broad representation of the Institute by catering for each Nation, Region, Professional

DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Structure, governance and management (continued)

Sector, Forum and bespoke committee to be represented. The Group democratically appoints a representative as its Chairman who in turn becomes a member of the Board.

The Board currently ordinarily meets eight times a year and is charged with overseeing the Institute's business, reviewing, developing and ensuring implementation of its strategy. Members of the Board serve without remuneration and are Trustees as well as directors: they hold no shares in the Institute and no financial liability in respect of these appointments should it cease trading.

Directors and Officers of the Institute are appointed for a period which is determined by the Bye Laws: this is generally for a term of up to four years after which they may seek re-election and each may usually serve no more than two consecutive terms in the same office.

Day to day management of the Institute is undertaken by the executive staff under the direction of the Chief Executive.

Institute Committees meet regularly as required and have a direct reporting line to the Board.

d. Policies adopted for the induction and training of Directors

The Institute's Bye Laws set out the process for the appointment of directors as well as their terms of office. Board appointments of elected members are for four years and Directors can serve up to 2 terms. The terms are on a rotating basis. Every two years the Institute invites applications from its Membership for the available places. Specified information provided by applicants is presented to the Institute's voting Members to allow assessment and selection of preferred candidates to provide a broad representation of skills and experience required to direct the business of the Institute. In addition the Board may co opt up to a further 8 members for a renewable period of up to 12 months for their skill and knowledge.

Members seeking election to the Board are provided with information outlining the responsibilities and duties of directors. Newly appointed directors attend a formal induction outlining the duties and responsibilities of a director and trustee. This is supplemented by copies of appropriate Charities Commission and advisory publications and copies of the Institute's governing documents.

e. Financial risk management

The Directors have assessed the major risks to which the Group and the Company are exposed, in particular those related to the operations and finances of the Group and the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Plans for future periods

Future developments

The Institute is intent on continuing to raise awareness of the full potential and value of sustainable logistics and transport and to further the accessibility of accredited qualifications, quality training, the development and sharing of best practice and associated services to facilitate the broadest development of knowledge and expertise in its field by:

- Providing broad access to accredited qualifications which are relevant and current;
- Increasing the value of sponsorship to individuals in the pursuance of qualifications, training and research in logistics and transport;

DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Plans for future periods (continued)

- Continuing to increase accessibility to qualifications, training and other services;
- Increasing awareness and profile of the value of accredited qualifications, quality training, and sharing of best practise;
- Encouraging and supporting employers and organisations generally in the training and development of employees and individuals; and
- Providing input to Government and associated bodies on issues to support informed decisions.

The Directors are conscious of the need to ensure that the Institute continues to deliver tangible public benefit. The future plans are aimed at increasing the recognition of the value of accredited relevant qualifications, quality training and access to information and expertise in the development and delivery of logistics and transport issues in a sustainable manner, as well as providing and supporting accessibility to these both in terms of costs and geographic presence.

Accounts

The company's constitution does not permit the distribution of profit. The annual accounts show an increase for the year in Total Funds of £257k (2018: £74k).

Statement of Directors' responsibilities

The Directors (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Directors' Report including the Strategic 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. Under company law the Directors 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 Group and the Company and of their incoming resources and application of resources, including their income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Group will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the 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 Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

Disclosure of information to auditor

Each of the persons who are Directors at the time when this Directors' Report is approved has confirmed that:

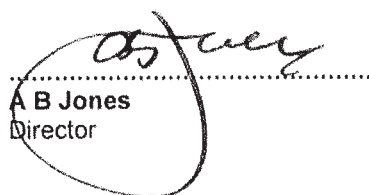
- so far as that Director is aware, there is no relevant audit information of which the charitable group's auditor is unaware, and
- that Director has taken all the steps that ought to have been taken as a Director in order to be aware of any relevant audit information and to establish that the charitable group's auditor is aware of that information.

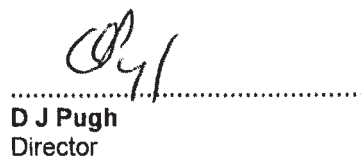
Auditor

The auditor, Mazars LLP, has indicated his willingness to continue in office. The designated Directors will propose a motion reappointing the auditor at a meeting of the Directors.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

Approved by order of the members of the board of Directors on 23 January 2020 and signed on their behalf by:


.....
A B Jones
Director


.....
D J Pugh
Director

INDEPENDENT AUDITOR'S REPORT TO THE OF THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK

Opinion

We have audited the financial statements of The Chartered Institute of Logistics and Transport in the UK (the 'Company') and its subsidiary (the 'group') for the year ended 30 September 2019 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Company Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and the parent Company's affairs as at 30 September 2019 and of the Group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

The impact of uncertainties due to the United Kingdom exiting the European Union on our audit

The terms on which the United Kingdom may withdraw from the European Union, currently due to occur on 29 March 2019, are not clear, and it is therefore not currently possible to evaluate all the potential implications to the group's and Company's trade, customers, suppliers and the wider economy.

We considered the impact of Brexit on the group and Company as part of our audit procedures, applying a standard firm wide approach in response to the uncertainty associated with the group's and Company's future prospects and performance.

However, no audit should be expected to predict the unknowable factors or all possible implications for the Company and this is particularly the case in relation to Brexit.

INDEPENDENT AUDITOR'S REPORT TO THE OF THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In light of the knowledge and understanding of the group and the Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which 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.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE OF THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK

Responsibilities of Directors

As explained more fully in the Trustees responsibilities statement set out on page x, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of the audit report

This report is made solely to the Company's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the company's members as a body for our audit work, for this report, or for the opinions we have formed.



Jonathan Marchant (Senior statutory auditor)

for and on behalf of

Mazars LLP
Chartered Accountants and Statutory Auditor
90 Victoria Street
Bristol
BS1 6DP

Date: 27/1/20.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 SEPTEMBER 2019

	Note	Unrestricted funds 2019 £000	Restricted funds 2019 £000	Endowment funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Income and endowments from:						
Donations and legacies	3	-	138	-	138	139
Charitable activities	4	3,917	-	-	3,917	3,856
Other trading activities	5	284	-	-	284	264
Investments	6	54	-	25	79	67
Other income	7	120	-	-	120	14
Total income and endowments		4,375	138	25	4,538	4,340
Expenditure on:						
Raising funds	8	77	-	5	82	82
Charitable activities	10	4,167	106	3	4,276	4,270
Total expenditure		4,244	106	8	4,358	4,352
Net gains on investments		53	-	25	78	85
Net income		184	32	42	258	73
Net movement in funds		184	32	42	258	73
Reconciliation of funds:						
Total funds brought forward		1,574	120	854	2,548	2,475
Net movement in funds		184	32	42	258	73
Total funds carried forward		1,758	152	896	2,806	2,548

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 39 form part of these financial statements.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
(A Company Limited by Guarantee)

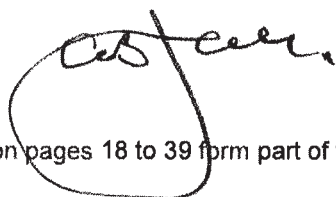
CONSOLIDATED BALANCE SHEET
FOR THE YEAR ENDED 30 SEPTEMBER 2019

	Note	2019 £000	2018 £000
Fixed assets			
Intangible assets	15	25	83
Tangible assets	16	60	47
Investments	17	2,552	2,288
		<u>2,637</u>	<u>2,418</u>
Current assets			
Debtors	18	528	551
Cash at bank and in hand		774	573
		<u>1,302</u>	<u>1,124</u>
Creditors: amounts falling due within one year	19	(1,133)	(994)
Net current assets		<u>169</u>	<u>130</u>
Total assets less current liabilities		<u>2,806</u>	<u>2,548</u>
Total net assets		<u><u>2,806</u></u>	<u><u>2,548</u></u>
Charity funds			
Endowment funds	21	897	854
Restricted funds	21	152	120
Unrestricted funds	21	1,757	1,574
Total funds		<u><u>2,806</u></u>	<u><u>2,548</u></u>

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Directors on 23 January 2020 and signed on their behalf by:

A B Jones
Director



D J Pugh
Director



The notes on pages 18 to 39 form part of these financial statements.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2019

	Note	2019 £000	2018 £000
Fixed assets			
Intangible assets	15	25	83
Tangible assets	16	58	46
Investments	17	2,757	2,493
		<u>2,840</u>	<u>2,622</u>
Current assets			
Debtors	18	460	470
Cash at bank and in hand		666	484
		<u>1,126</u>	<u>954</u>
Creditors: amounts falling due within one year	19	(1,072)	(927)
Net current assets		<u>54</u>	<u>27</u>
Total assets less current liabilities		<u>2,894</u>	<u>2,649</u>
Total net assets		<u>2,894</u>	<u>2,649</u>
Charity funds			
Endowment funds	21	897	854
Restricted funds	21	152	120
Unrestricted funds	21	1,845	1,675
Total funds		<u>2,894</u>	<u>2,649</u>

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Directors on 23 January 2020 and signed on their behalf by:


A B Jones
 Director


D J Pugh
 Director

The notes on pages 28 to 39 form part of these financial statements.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

	2019	2018
	£000	£000
Cash flows from operating activities		
Net cash used in operating activities	338	(106)
Cash flows from investing activities		
Dividends, interests and rents from investments	79	67
Purchase of intangible assets	(3)	(53)
Purchase of tangible fixed assets	(26)	(27)
Proceeds from sale of investments	244	348
Purchase of investments	(431)	(462)
Net cash used in investing activities	(137)	(127)
Change in cash and cash equivalents in the year	201	(233)
Cash and cash equivalents at the beginning of the year	573	806
Cash and cash equivalents at the end of the year	774	573

The notes on pages 18 to 39 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

1. General information

The Institute is a charitable company limited by guarantee in England & Wales, registered number 02629347 and charity number 1004963. Its registered office, and that of its subsidiary, is 3 - 4 Earlstrees Court, Earlstrees Road, Corby, Northamptonshire, NN17 4AX.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Chartered Institute of Logistics and Transport in the UK 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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

2. Accounting policies (continued)

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Overheads have been allocated on the basis of headcount.

Premises overheads have been allocated on the basis of headcount.

Support costs are those costs incurred directly in support of expenditure on the objects of the company. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

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

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.5 Intangible assets and amortisation

Intangible assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

2. Accounting policies (continued)

2.5 Intangible assets and amortisation (continued)

The estimated useful lives are as follows:

Amortisation is provided on the following bases:

Trademarks	-	% Over 4 years
Computer software	-	% Over 10 years
Goodwill	-	% Between 2 and 5 years
Assets under construction	-	% Asset will be amortised once commissioned for operational use

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method unless otherwise stated.

Depreciation is provided on the following bases:

Long-term leasehold property	-	Over the remainder of the lease
Fixtures and fittings	-	15% reducing balance
Office equipment	-	Over two to ten years
Computer equipment	-	Over two to ten years

2.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.11 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Pensions

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

3. Income from donations and legacies

	Restricted funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Donations	138	138	139
	<u>138</u>	<u>138</u>	<u>139</u>
Total 2018	<u>139</u>	<u>139</u>	

4. Income from charitable activities

	Unrestricted funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Income from charitable activities - Membership	2,206	2,206	2,246
Income from charitable activities - Learning and Development	1,198	1,198	1,256
Income from charitable activities - Events, Forums and Communication	513	513	354
	<u>3,917</u>	<u>3,917</u>	<u>3,856</u>
Total 2019	<u>3,917</u>	<u>3,917</u>	<u>3,856</u>

5. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
PTRC	284	284	264
	<u>284</u>	<u>284</u>	<u>264</u>
Total 2018	<u>264</u>	<u>264</u>	

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

6. Investment income

	Unrestricted funds 2019 £000	Endowment funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Income from local listed investments	53	25	78	66
Investment income - local cash	1	-	1	1
	<u>54</u>	<u>25</u>	<u>79</u>	<u>67</u>
Total 2018	<u>46</u>	<u>21</u>	<u>67</u>	

7. Other incoming resources

	Unrestricted funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Miscellaneous income	120	120	14
	<u>120</u>	<u>120</u>	<u>14</u>

8. Investment management costs

	Unrestricted funds 2019 £000	Endowment funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Investment management fees	-	5	5	13
	<u>-</u>	<u>5</u>	<u>5</u>	<u>13</u>
Total 2018	<u>9</u>	<u>4</u>	<u>13</u>	

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

9. Analysis of grants

	Grants to Institutions 2019 £000	Grants to Individuals 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Grants, Membership	-	3	3	4
Grants, Learning and Development	106	-	106	133
	<u>106</u>	<u>3</u>	<u>109</u>	<u>137</u>
Total 2018	<u>133</u>	<u>4</u>	<u>137</u>	

10. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2019 £000	Restricted funds 2019 £000	Endowment funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Membership	2,678	-	3	2,681	2,761
Learning and Development	650	106	-	756	768
Events, Forums and Communication	411	-	-	411	265
Support costs	428	-	-	428	476
	<u>4,167</u>	<u>106</u>	<u>3</u>	<u>4,276</u>	<u>4,270</u>
Total 2018	<u>4,133</u>	<u>133</u>	<u>4</u>	<u>4,270</u>	

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

11. Analysis of expenditure by activities

	Activities undertaken directly 2019 £000	Grant funding of activities 2019 £000	Support costs 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Membership	2,634	3	45	2,682	2,760
Learning and Development	650	106	-	756	768
Events, Forums and Communication	411	-	-	411	265
Support costs	-	-	428	428	476
	<u>3,695</u>	<u>109</u>	<u>473</u>	<u>4,276</u>	<u>4,270</u>
Total 2018	<u>3,583</u>	<u>137</u>	<u>549</u>	<u>4,269</u>	

12. Auditor's remuneration

	2019 £000	2018 £000
Fees payable to the Company's auditor for the audit of the Company's annual accounts	<u>20</u>	<u>24</u>

13. Staff costs

	Group 2019 £000	Group 2018 £000	Company 2019 £000	Company 2018 £000
Wages and salaries	1,811	1,701	1,811	1,701
Social security costs	165	160	165	160
Contribution to defined contribution pension schemes	114	114	114	114
	<u>2,090</u>	<u>1,975</u>	<u>2,090</u>	<u>1,975</u>

During the year redundancy costs amounting to £Nil (2018 - £46k) were paid (2018 to 2 employees).

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

13. Staff costs (continued)

The average number of persons employed by the Company during the year was as follows:

	Group 2019 No.	Group 2018 No.
Charitable activities	61	59
Support	7	9
	<u>68</u>	<u>68</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2019 No.	Group 2018 No.
In the band £60,001 - £70,000	1	-
In the band £70,001 - £80,000	1	2
In the band £100,001 - £110,000	-	1
In the band £110,001 - £120,000	1	-

The key management personnel of the group comprise that the board of directors, the Chief Executive, Director of Finance and Company Secretary, Director of Marketing and Communication, Director of Membership and the Director of Education and Training. The employee benefits, including employers' pension contributions, amounted to £331k (2018 - £438k).

14. Directors' remuneration and expenses

During the year, no Directors received any remuneration or other benefits (2018 - £NIL).

During the year ended 30 September 2019, 6 Director incurred travel expenses of £7k (2018 - £12k to 9 Trustees in respect of travel).

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

15. Intangible assets

Group

	Trademarks £000	Computer software £000	Goodwill £000	Assets under construction £000	Total £000
Cost					
At 1 October 2018	12	454	261	-	727
Additions	-	-	-	3	3
At 30 September 2019	12	454	261	3	730
Amortisation					
At 1 October 2018	5	378	261	-	644
Charge for the year	1	60	-	-	61
At 30 September 2019	7	438	261	-	706
Net book value					
At 30 September 2019	5	16	-	3	24
At 30 September 2018	7	76	-	-	83

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

15. Intangible assets (continued)

Company

	Trademarks £000	Computer software £000	Assets under construction £000	Total £000
Cost				
At 1 October 2018	12	454	-	466
Additions	-	-	3	3
At 30 September 2019	12	454	3	469
Amortisation				
At 1 October 2018	5	378	-	383
Charge for the year	1	60	-	61
At 30 September 2019	7	438	-	445
Net book value				
At 30 September 2019	5	16	3	24
At 30 September 2018	7	76	-	83

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

16. Tangible fixed assets

Group

	Fixtures and fittings £000	Office equipment £000	Computer equipment £000	Total £000
Cost or valuation				
At 1 October 2018	37	25	57	119
Additions	5	-	21	26
At 30 September 2019	42	25	78	145
Depreciation				
At 1 October 2018	29	10	32	71
Charge for the year	2	2	10	14
At 30 September 2019	31	12	42	85
Net book value				
At 30 September 2019	11	13	36	60
At 30 September 2018	8	15	24	47

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

16. Tangible fixed assets (continued)

Company

	Fixtures and fittings £000	Office equipment £000	Computer equipment £000	Total £000
Cost or valuation				
At 1 October 2018	32	25	57	114
Additions	5	-	21	26
At 30 September 2019	37	25	78	140
Depreciation				
At 1 October 2018	25	10	32	67
Charge for the year	2	2	10	14
At 30 September 2019	27	12	42	81
Net book value				
At 30 September 2019	10	13	36	59
At 30 September 2018	7	15	24	46

17. Fixed asset investments

Group	Listed investments £000
Cost or valuation	
At 1 October 2018	2,288
Additions	431
Disposals	(244)
Revaluations	78
At 30 September 2019	2,552
Net book value	
At 30 September 2019	2,552
<i>At 30 September 2018</i>	<i>2,288</i>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

17. Fixed asset investments (continued)

Company	Investments in subsidiary companies £000	Listed investments £000	Total £000
Cost or valuation			
At 1 October 2018	205	2,288	2,493
Additions	-	431	431
Disposals	-	(244)	(244)
Revaluations	-	78	78
At 30 September 2019	205	2,552	2,757
Net book value			
At 30 September 2019	205	2,552	2,757
<i>At 30 September 2018</i>	<i>205</i>	<i>2,288</i>	<i>2,493</i>

18. Debtors

	Group 2019 £000	Group 2018 £000	Company 2019 £000	Company 2018 £000
Due within one year				
Trade debtors	263	335	196	275
Amounts owed by group undertakings	-	-	4	-
Other debtors	97	55	97	55
Prepayments and accrued income	168	161	163	140
	528	551	460	470

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

19. Creditors: Amounts falling due within one year

	Group 2019 £000	Group 2018 £000	Company 2019 £000	Company 2018 £000
Trade creditors	178	224	178	223
Other taxation and social security	79	57	79	44
Other creditors	52	67	52	67
Accruals and deferred income	824	646	763	593
	<u>1,133</u>	<u>994</u>	<u>1,072</u>	<u>927</u>

Deferred income in 2019 of £778k (2018: £421k) relates to fees received in advance for corporate packages.

20. Financial instruments

	Group 2019 £000	Group 2018 £000	Company 2019 £000	Company 2018 £000
Financial assets				
Financial assets that are debt instruments measured at amortised cost	<u>1,140</u>	<u>930</u>	<u>964</u>	<u>761</u>
	Group 2019 £000	Group 2018 £000	Company 2019 £000	Company 2018 £000
Financial liabilities				
Financial liabilities measured at amortised cost	<u>(582)</u>	<u>(501)</u>	<u>(570)</u>	<u>(483)</u>

Financial assets that are debt instruments measured at amortised cost comprise cash at bank, trade debtors and other debtors.

Financial liabilities measured at amortised cost comprise trade creditors, other creditors and accruals.

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

21. Statement of funds

Statement of funds - current year

	Balance at 1 October 2018 £000	Income £000	Expenditure £000	Gains/ (Losses) £000	Balance at 30 September 2019 £000
Unrestricted funds					
Designated funds					
Jacob fund	19	-	-	-	19
Qualification development designated fund	20	-	-	-	20
	<u>39</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>39</u>
General funds					
General Funds	333	4,091	(4,034)	53	443
Non charitable trading funds	1,202	284	(211)	-	1,275
	<u>1,535</u>	<u>4,375</u>	<u>(4,245)</u>	<u>53</u>	<u>1,718</u>
Total Unrestricted funds	<u>1,574</u>	<u>4,375</u>	<u>(4,245)</u>	<u>53</u>	<u>1,757</u>
Endowment funds					
Library fund	378	11	(2)	11	398
Endowment fund	476	14	(5)	14	499
	<u>854</u>	<u>25</u>	<u>(7)</u>	<u>25</u>	<u>897</u>
Restricted funds					
Aspire fund	40	28	(18)	-	50
Novus fund	80	110	(88)	-	102
	<u>120</u>	<u>138</u>	<u>(106)</u>	<u>-</u>	<u>152</u>
Total of funds	<u>2,548</u>	<u>4,538</u>	<u>(4,358)</u>	<u>78</u>	<u>2,806</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

21. Statement of funds (continued)

Designated funds brought forward relate to two funds for the development and delivery of Education and IT projects which will assist in the development of CILT programmes into the future.

Restricted funds

Aspire Fund: Maintained to provide grants to assist individuals in their development in the logistics industry.

Novus Fund: An initiative to develop and deliver a program to allow logistics professionals to earn a relevant BSc degree.

Endowment funds

The endowment fund, named The Institute of Logistics and Transport Education and Endowment Fund, is to "advance education in the field of logistics and transport by the provision of scholarships and prizes, lectures, libraries and such other educational facilities as shall be considered appropriate by the directors". The fund, which includes a separate Branch for the Library, was established to give the Institute more flexibility in the use of the resources available from endowments, both past and present, while continuing to respect the wishes of past donors. The fund is managed by the Institute's Remuneration and Awards Committee, which in turn is advised on awards and prizes by a specialist sub-committee. The Institute is the Trustee of the fund.

The endowment fund includes an expendable element of £92k (2018 - £83k) and a capital element of £407k (2018 - £393k).

The library fund includes an expendable element of £31k (2018 - £21k) and a capital element of £368k (2018 - £357k).

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

21. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 October 2017 £000	Income £000	Expenditure £000	Gains/ (Losses) £000	Balance at 30 September 2018 £000
Unrestricted funds					
Designated funds					
Designated Funds	49	-	(10)	-	39
General funds					
General Funds	345	3,917	(3,987)	58	333
Non charitable trading funds	1,153	263	(214)	-	1,202
	1,498	4,180	(4,201)	58	1,535
Total Unrestricted funds	1,547	4,180	(4,211)	58	1,574
Endowment funds					
Library fund	359	9	(2)	12	378
Endowment fund	455	12	(6)	15	476
	814	21	(8)	27	854
Restricted funds					
Aspire fund	46	29	(35)	-	40
Novus fund	68	110	(98)	-	80
	114	139	(133)	-	120
Total of funds	2,475	4,340	(4,352)	85	2,548

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT IN THE UK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

22. Summary of funds

Summary of funds - current year

	Balance at 1 October 2018 £000	Income £000	Expenditure £000	Gains/ (Losses) £000	Balance at 30 September 2019 £000
Designated funds	39	-	-	-	39
General funds	1,535	4,375	(4,245)	53	1,718
Endowment funds	854	25	(7)	25	897
Restricted funds	120	138	(106)	-	152
	<u>2,548</u>	<u>4,538</u>	<u>(4,358)</u>	<u>78</u>	<u>2,806</u>

Summary of funds - prior year

	Balance at 1 October 2017 £000	Income £000	Expenditure £000	Gains/ (Losses) £000	Balance at 30 September 2018 £000
Designated funds	49	-	(10)	-	39
General funds	1,498	4,180	(4,201)	58	1,535
Endowment funds	814	21	(8)	27	854
Restricted funds	114	139	(133)	-	120
	<u>2,475</u>	<u>4,340</u>	<u>(4,352)</u>	<u>85</u>	<u>2,548</u>

23. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £000	Restricted funds 2019 £000	Endowment funds 2019 £000	Total funds 2019 £000
Tangible fixed assets	60	-	-	60
Intangible fixed assets	25	-	-	25
Fixed asset investments	1,655	-	897	2,552
Current assets	1,150	152	-	1,302
Creditors due within one year	(1,133)	-	-	(1,133)
Total	<u>1,757</u>	<u>152</u>	<u>897</u>	<u>2,806</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

23. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Endowment funds 2018 £000	Total funds 2018 £000
Tangible fixed assets	47	-	-	47
Intangible fixed assets	83	-	-	83
Fixed asset investments	1,434	-	854	2,288
Current assets	1,004	120	-	1,124
Creditors due within one year	(993)	-	-	(993)
Total	1,575	120	854	2,549

24. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2019 £000	Group 2018 £000
Net income for the year (as per Statement of Financial Activities)	258	73
Adjustments for:		
Depreciation charges	14	11
Amortisation charges	61	65
Losses on investments	(78)	(85)
Dividends, interests and rents from investments	(80)	(67)
Loss on the sale of fixed assets	-	2
Increase in debtors	(201)	(80)
Increase/(decrease) in creditors	364	(26)
Net cash provided by/(used in) operating activities	338	(107)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

25. Analysis of cash and cash equivalents

	Group 2019 £000	Group 2018 £000
Cash in hand	774	573
Total cash and cash equivalents	774	573

26. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £114k (2018 - £114k).

27. Operating lease commitments

At 30 September 2019 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2019 £000	Group 2018 £000
Not later than 1 year	76	76
Later than 1 year and not later than 5 years	184	260
	260	336

28. Related party transactions

The Institute has taken advantage of the exemption available in accordance with FRS 102 section 33 'Related Party Disclosures' not to disclose the transactions entered into between members of the group.

The Institute is the UK "National Council" of the Chartered Institute of Logistics and Transport (CILT). CILT is the body which holds the Royal Charter and has worldwide membership of approximately 30,000 professionals connected with logistics and transport industries.

In common with other Councils of CILT the Institute paid an annual fee based on a combination of membership numbers and income of £60k (2018: £62k).

During the year the Institute provided CILT with administrative services for which they were paid £6k (2018: £8k).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019

29. Principal subsidiaries

The following was a subsidiary undertaking of the Company:

Name	Company number	Registered office or principal place of business	Principal activity
PTRC Education & Research Services Limited	01243187	3 - 4 Earlstrees Court, Earlstrees Road, Corby, Northamptonshire, NN17 4AX	Provision, organisation and promotion of education and training courses

Class of shares	Holding	Included in consolidation
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Ordinary	100%	Yes
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The financial results of the subsidiary for the year were:

Name	Income £000	Expenditure £000	Profit/(Loss) for the year £000	Net assets £000
PTRC Education & Research Services Limited	284	(241)	43	117