

COMPANY NO : RC 000803

**THE CHARTERED INSTITUTE OF ARCHITECTURAL
TECHNOLOGISTS**

REPORT OF THE EXECUTIVE BOARD

AND STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 30 APRIL 2021

BEGBIES
Chartered Accountants
9 Bonhill Street
London EC2A 4DJ

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

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The following pages do not form part of the statutory accounts:

Detailed Profit and Loss Account	(a)
Schedule to the Detailed Profit and Loss Account	(b)

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

REPORT OF THE EXECUTIVE BOARD

President	E Weir	
President Elect	K J Crawford	Appointed 14 November 2020
Vice-Presidents	S D Hedley M Brooke-Peat R Thomas	
Honorary Secretary	G J Souter	
Honorary Treasurer	D P A Fewkes	
Elected Councillors	N Akrami A J Fleet C Mills M P O'Keefe	Appointed 14 November 2020 Appointed 14 November 2020
Chief Executive	Mrs F A H Berriman MBE	
Registered Office	397 City Road London EC1V 1NH	
Auditors	Begbies 9 Bonhill Street London EC2A 4DJ	

This report accompanies the accounts of the Institute for the financial year ended 30 April 2021.

Principal Activity

The principal activity of the Institute is to assist in the development of the construction industry and the improvement of the standards of service associated therewith.

Financial Review

The surplus for the year amounted to £607,226. This included an exceptional legacy receipt of £178,480.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

REPORT OF THE EXECUTIVE BOARD

(CONTINUED)

Capital

The Institute is a company incorporated by Royal Charter and has no capital divided into shares.

Freehold Property

The premises were valued by Messrs. Matthews & Son, Chartered Surveyors in April 2019 at £1,250,000, and this valuation has been incorporated in the accounts.

Investment in Subsidiaries

The Institute has investments in three active wholly owned subsidiaries, Architectural Technology Services Limited, of 100 shares of £1 each, Architectural Technology Academy Limited of 1 Share of £1 and CIAT Architectural Technologist Register Ltd (Registered in Ireland) 100 Shares of €1 each.

The Executive Board

The Executive Board comprises Officers and four Councillors elected by the Council.

The members of the Executive Board during the year are listed on page 1.

Responsibilities of the Executive Board

The Executive Board is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The Royal Charter requires that the Executive Board 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 Institute and the surplus or deficit for that period. In preparing those financial statements, the Executive Board is required to:

- i) Select suitable accounting policies and then apply them consistently;
- ii) Make adjustments and estimates that are reasonable and prudent;
- iii) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institute will continue in business.

The Executive Board is responsible for keeping adequate accounting records that are sufficient to show and explain the Institute's transactions and disclose with reasonable accuracy at any time the financial position of the Institute and to enable it to ensure that the accounts comply with the requirements of its Royal Charter. It is also responsible for safeguarding the assets of the Institute and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

REPORT OF THE EXECUTIVE BOARD

(CONTINUED)

Risk Management

The Executive Board conducts a review of the major risks to which the Institute is exposed and puts in place procedures to mitigate such risks.

Statement of Disclosure of Information to Auditors

So far as the Executive Board is aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the Institute's auditors are unaware, and each member of the Executive Board has taken all steps that ought to have been taken in order to be made aware of any relevant audit information and to establish that the Institute's auditors are aware of that information.

On behalf of the Board



**Mrs F A H Berriman MBE
Chief Executive**

397 City Road
London EC1V 1NH

Approved by the Board: 4 September 2021

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

Opinion

We have audited the accounts of the Chartered Institute of Architectural Technologists for the year ended 30 April 2021 which comprise the Statement of Income, the Statement of Financial Position, the Statement of Changes in Equity and notes to the accounts, 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 accounts:

- give a true and fair view of the state of the Institute's affairs at 30 April 2021 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;

Basis of 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 accounts section of our report. We are independent of the Institute in accordance with the ethical requirements that are relevant to our audit of the accounts 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.

Conclusion relating to going concern

In auditing the accounts, we have concluded that the Executive Board's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

- Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Institute's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.
- Our responsibilities and the responsibilities of the Executive Board with regard to going concern are described in the relevant sections of this report.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS**

(CONTINUED)

Other information

The other information comprises the information included in the report and accounts, other than the accounts and our auditor's report thereon. The Executive Board is responsible for the other information. Our opinion on the accounts 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 accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts or a material misstatement to 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

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

- the information given in the Executive Board's report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Executive Board's report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Institute and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Executive Board.

We have nothing to report in respect of the following matters where we are required to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit; or
- the Executive Board was not entitled to prepare the accounts in accordance with and take advantage of the small entities exemptions in preparing the Executive Board's report and from the requirement to prepare a strategic report.

Responsibilities of The Executive Board

As explained more fully in the responsibilities statement on page 2, the Executive Board is responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Executive Board determines is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS**

(CONTINUED)

Responsibilities of The Executive Board (continued)

In preparing the accounts, the Executive Board is responsible for assessing the Institute'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 Executive Board either intend to liquidate the Institute or to cease operations, or have no realistic or alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 ISA's (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 accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibility, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is dependent upon the effectiveness of management controls and the nature, timing and extent of the audit procedures carried out, which included:

- Enquiries of those charged with governance to identify any instances of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Auditing the risk of management override of controls and evaluating the rationale of significant transactions outside the normal course of activities.
- Reviewing disclosures in the accounts and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Assessing the impact of Covid-19 working procedures.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities.

This description forms part of our auditor's report.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS**

(CONTINUED)

Use of our report

This report is made solely to the Institute's members, as a body. Our audit work has been undertaken so that we might state to the Institute'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 Institute's members as a body, for our audit work, for this report, or for the opinions we have formed.

Christopher Pexton FCA,
Senior Statutory Auditor
For and on behalf of:

Begbies
Chartered Accountants
Statutory Auditors

9 Bonhill Street
London EC2A 4DJ

4 September 2021

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

STATEMENT OF INCOME

FOR THE YEAR ENDED 30 APRIL 2021

	2021	2020
	£	£
Income from Subscription and Fees	1,714,053	1,700,298
Administrative Expenses	(1,292,396)	(1,599,441)
Other Operating Income	7,254	7,237
Fair Value Adjustments - Investment	82	(157)
Operating Surplus	<u>428,993</u>	<u>107,937</u>
Legacy Received	178,480	-
Surplus on Ordinary Activities Before Taxation	<u>607,473</u>	<u>107,937</u>
Taxation	(247)	(1,375)
Surplus for the Financial Year	<u>£ 607,226</u>	<u>£ 106,562</u>

STATEMENT OF OTHER COMPREHENSIVE INCOME

FOR THE YEAR ENDED 30 APRIL 2021

	2021	2020
	£	£
Surplus for the Financial Year	607,226	106,562
Deferred Taxation relating to the Property Revaluation	-	(4,700)
Total Recognised Income Relating to the Year	<u>£ 607,226</u>	<u>£ 101,862</u>

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

STATEMENT OF FINANCIAL POSITION

AS AT 30 APRIL 2021

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Property, Plant & Equipment	4		1,258,662		1,257,532
Investments	5		357		275
			<u>1,259,019</u>		<u>1,257,807</u>
Current Assets					
Debtors	6	76,499		84,771	
Cash at Bank and In Hand		1,841,352		1,126,852	
		<u>1,917,851</u>		<u>1,211,623</u>	
Creditors: Amounts Falling Due Within One Year	7	<u>(183,095)</u>		<u>(82,881)</u>	
Net Current Assets			1,734,756		1,128,742
Provision for Liabilities					
Deferred Taxation	8		(89,201)		(89,201)
Net Assets			<u>£2,904,574</u>		<u>£2,297,348</u>
Reserves					
Income and Expenditure Account			1,565,295		1,136,549
Revaluation Reserve			1,160,799		1,160,799
Legacy Reserve			178,480		-
Total Funds			<u>£2,904,574</u>		<u>£2,297,348</u>

Signed on behalf of the Executive Board



E Weir : CHAIRMAN

Approved by the Board: 4 September 2021

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

STATEMENT OF CHANGES TO RESERVES

FOR THE YEAR ENDED 30 APRIL 2021

	Revaluation Reserve £	Income and Expenditure Account £	Legacy Reserve £	Total Equity £
Balance at 1 May 2020	1,160,799	1,136,549	-	2,297,348
Surplus for the year	-	428,746	178,480	607,226
Balance at 30 April 2021	1,160,799	1,565,295	178,480	2,904,574

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

NOTES TO THE ACCOUNTS AS AT 30 APRIL 2021

1) Accounting Policies

a) Accounting Basis and Standards

The Institute is a body incorporated by Royal Charter. The accounts have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland" (FRS 102) and the Companies Act 2006 (as applicable to companies subject to the Small Companies' regime). The accounts have been prepared under the historical cost convention, as adjusted for the revaluation of the freehold property and available for sale investments.

b) Income

Income from fees and subscriptions is recognised in the accounting period to which the services relate and is stated net of VAT.

c) Property, Plant & Equipment

Depreciation of fixed assets is calculated to write off their cost or valuation, less any residual value, over their estimated useful lives as follows:

Freehold Land	Nil
Freehold Buildings	Nil
Computer and Office Equipment	33 $\frac{1}{3}$ % straight line basis
Fixtures and Fittings	10% straight line basis

The freehold property is revalued periodically at open market value, on an existing use basis, and included in the balance sheet at its revalued amount. Surpluses or deficits on revaluation are transferred to the revaluation reserve. No depreciation is charged on freehold buildings as the Institute maintains the property in good order.

d) Taxation

Taxation represents the sum of tax currently payable and deferred tax.

The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the end of the reporting period.

Deferred tax is recognised on all timing differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable profit. The carrying amount of deferred tax assets is reviewed at the end of each reporting period and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all, or part of the asset to be recovered.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

NOTES TO THE ACCOUNTS AS AT 30 APRIL 2021

(CONTINUED)

1) **Accounting Policies (Continued)**

d) **Taxation (Continued)**

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the period in which the liability is settled or the asset realised, based on tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period.

e) **Exchange Differences**

All foreign currencies at the year end are converted at the rate of exchange at the balance sheet date and any losses or gains are taken to the profit and loss account.

2) Operating Surplus	2021	2020
Operating Surplus is stated after charging:	£	£
Auditor's Remuneration	<u>8,050</u>	<u>8,600</u>

3) **Employees**

The average number of employees (headcount based on number of staff employed) during the year was 21 (2020: 23).

The average number of full time equivalent employees was 20 (2020: 22).

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

NOTES TO THE ACCOUNTS AS AT 30 APRIL 2021

(CONTINUED)

4) Property, Plant & Equipment	Freehold Land and Buildings £	Computer and Office Equipment £	Fixtures and Fittings £	Total £
Cost or Valuation				
At 1 May 2020	1,250,000	10,288	12,580	1,272,868
Additions	-	-	6,503	6,503
At 30 April 2021	<u>1,250,000</u>	<u>10,288</u>	<u>19,083</u>	<u>1,279,371</u>
Depreciation				
At 1 May 2020	-	10,288	5,048	15,336
Charge for the year	-	-	5,373	5,373
At 30 April 2021	<u>-</u>	<u>10,288</u>	<u>10,421</u>	<u>20,709</u>
Net Book Value				
At 30 April 2021	<u>1,250,000</u>	<u>-</u>	<u>8,662</u>	<u>1,258,662</u>
At 30 April 2020	<u>1,250,000</u>	<u>-</u>	<u>7,532</u>	<u>1,257,532</u>

The freehold land and buildings were last revalued in April 2019 by Matthews & Son, a firm of chartered surveyors, at open market value on a fair value basis with vacant possession.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

**NOTES TO THE ACCOUNTS AS AT 30 APRIL 2021
(CONTINUED)**

5) Fixed Asset Investments

	Total £	Shares in Group Companies £	Quoted Investment £
Valuation			
At 1 May 2020	275	75	200
Fair Value Adjustment	82	-	82
At 30 April 2021	<u>357</u>	<u>75</u>	<u>282</u>
At 30 April 2020	<u>275</u>	<u>75</u>	<u>200</u>

The Institute's significant shareholdings are as follows:

Subsidiary	Country of Incorporation	Equity Shareholding	Nature of Business
Architectural Technology Services Limited	England	100%	Services to assist in the development of the construction industry
Architectural Technology Academy Limited	England	100%	The registration of members involved in specialist architectural activities
CIAT Architectural Technologists Register Limited	Ireland	100%	The registration of members involved in specialist architectural activities in Ireland
Technology of Architecture Limited	England	100%	Dormant Company - Not yet commenced trading

The trading result of the subsidiaries which have a financial year ending 30 April 2021, and the aggregate of their capital and reserves as at 30 April 2021 were as follows:

	Trading Profit £	Aggregate of Capital and Reserves £
Architectural Technology Services Limited	38,204	(4,521)
Architectural Technology Academy Limited	4	113

The results of CIAT Architectural Technologists Register Ltd are not material.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

NOTES TO THE ACCOUNTS AS AT 30 APRIL 2021

(CONTINUED)

6) Debtors	2021	2020
	£	£
Amounts Falling Due Within One Year		
Amount Due from Subsidiary Company	707	352
Prepayments and Accrued Income	65,207	74,069
Other Debtors	10,585	10,350
	<u>76,499</u>	<u>84,771</u>
Amounts Falling Due After More Than One Year		
Amount Due from Subsidiary Company	42,315	86,386
Less: Provision Against Indebtedness	(42,315)	(86,386)
	<u>-</u>	<u>-</u>
7) Creditors: Amounts Falling Due Within One Year	2021	2020
	£	£
Subscriptions in Advance	15,496	18,048
Trade Creditors and Accrued Expenses	142,656	62,935
Corporation Tax	247	1,375
Payroll Taxes	24,622	449
Amount owed to Subsidiary Companies	74	74
	<u>183,095</u>	<u>82,881</u>

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

NOTES TO THE ACCOUNTS AS AT 30 APRIL 2020

(CONTINUED)

8) Deferred Taxation

The provision for deferred taxation represents the corporation tax which would be payable should the Institute sell its freehold property for the value shown in these accounts. The rate of tax used when calculating the provision is 19%.

As legislated by the 2021 Finance Act, the rate of corporation tax will increase in 2023 to a maximum of 25%, which would increase the tax payable by an additional £28,169 to £117,370.

9) Related Party Transactions

2021

£

Grant to Architectural Technology Academy Ltd

65

Balance Due at Year End from ATSL

42,315

Balance Due at Year End from Architectural Technology Academy Limited

707

Balance Due at Year End to CIAT Architectural Technologist Register Ltd

74

10) Statutory Information

The Chartered Institute of Architectural Technologists is a company incorporated by Royal Charter in England and has no capital divided into shares. Its registered office is 397 City Road, London EC1V 1NH.

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2021

	2021		2020	
	£	£	£	£
Turnover				
Subscriptions and Fees		1,653,971		1,654,240
Assessment Board Fees		60,082		46,058
		<u>1,714,053</u>		<u>1,700,298</u>
Other Operating Income				
Government Furlough Scheme		5,956		-
Bank Deposit Interest		1,298		7,237
Increase/(Decrease) in Value of Investment		82		(157)
		<u>1,721,389</u>		<u>1,707,378</u>
Less Overheads				
Staff Costs	956,548		992,150	
Establishment Costs	42,664		52,711	
Operational Costs	286,019		476,603	
Financial and Professional Costs	31,863		53,117	
Subsidiary Companies	(38,139)		4,585	
VAT Non-Recoverable	13,441		20,275	
		<u>1,292,396</u>		<u>1,599,441</u>
Net Operating Surplus for the Year		428,993		107,937
Exceptional Income				
Legacy Received		178,480		-
		<u>607,473</u>		<u>107,937</u>
Taxation		(247)		(1,375)
Surplus for the year		<u><u>607,226</u></u>		<u><u>106,562</u></u>

(a)

THE CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

SCHEDULE TO THE DETAILED PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2021

	2021	2020
	£	£
Establishment Costs		
Rates, Lighting & Heating	26,440	28,260
Insurance	10,296	12,299
Cleaning	2,685	9,871
Building Repairs	3,243	2,281
	<u>42,664</u>	<u>52,711</u>
Operational Costs		
Assessment Board Fees and Expenses	5,822	23,846
Meetings - AGM	6,430	76,440
Other	21,297	76,029
Regional and Centre Expenses	4,957	28,105
International Development Expenses	9,006	27,952
Journal Costs	71,827	71,545
Subscriptions and Donations	26,832	29,983
Printing, Stationery and Marketing	42,483	41,407
Postage	2,610	6,217
Telecommunications	14,765	14,063
Computer costs:-		
Software	49,698	48,580
Depreciation	5,373	3,830
Other	22,987	16,729
Equipment Maintenance, Rental and Depreciation	759	6,341
Sundries	1,173	5,536
	<u>286,019</u>	<u>476,603</u>
Financial and Professional Costs		
Legal and Professional Fees	8,465	32,823
Auditors' Remuneration	8,050	8,600
Bank Charges	849	1,322
Credit Card Charges	13,862	11,811
Loss/(Profit) on Foreign Exchange	637	(1,439)
	<u>31,863</u>	<u>53,117</u>
Subsidiary Companies		
Grant to ATSL	-	3,800
Profit of ATSL	(38,204)	(165)
Grant to ATA	65	950
	<u>(38,139)</u>	<u>4,585</u>