



Annual report and financial
statements for the year ending
31 December 2014

The Institution of Fire Engineers

The Institution of Fire Engineers

A charity managed for fire professionals by fire professionals, with the aim of promoting, encouraging and improving the science, practice and professionalism of fire engineering.

Our vision

A global organisation of fire professionals striving to build a safer society.



Our mission

To promote, encourage and improve the science, practice and professionalism of fire engineering.

Our values

Inclusivity, professionalism, value, learning, responsibility, independence and openness.

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Registered Scotland No: 13267

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The Institution of Fire Engineers in 2014

The IFE is a registered charity working for societal benefit. Founded in 1918, the IFE assesses knowledge of fire and professional experience, awarding internationally recognised membership grades and fire-related qualifications.

Through its Engineering Council licence as a Professional Engineering Institution (PEI), the IFE registers suitably qualified IFE members as Chartered Engineers (CEng), Incorporated Engineers (IEng) and Engineering Technicians (EngTech). Learning opportunities are worldwide within the IFE fire community and the IFE delivers over 7,300 fire-related exams each year which are required by many Fire and Rescue Services for promotion both within the UK and internationally.

The IFE works within its Memorandum, Articles and Bylaws and is governed by a Board of Directors. Board trustees work in a voluntary capacity and are appointed for a term of three years and ensure that the IFE meets its strategic objectives as listed in the IFE Strategic Plan 2015-2018. A number of professional panels, committees and technical working groups underpin the work of the IFE and the IFE's Charitable Educational Foundation supports international projects aimed at improving knowledge of fire safety for those suffering economic disadvantage.

Each IFE Branch is represented on the International General Assembly which meets twice each year to proactively share learning and to provide an important link between overseas members, the Board of Directors and IFE Head Office staff.

Located in Stratford-upon-Avon, UK the IFE's Head Office staff coordinate IFE activities and regulatory compliance.

Membership or affiliation is open to all, regardless of role or geography and is inclusive of those working in emergency response, fire safety, active and passive fire protection, fire engineering consultancy and fire risk assessment and enforcement.

The directors in office during the year 2014 are set out below:

- **G.N. Lupton AFSM BGS FIFireE CPMgr FAIM:** Chairman and Immediate Past President from 25 June 2014
- **S.D. Hamm MSc BEng (Hons) CEng FIFireE MIOD:** Vice Chairman and International President Elect from 25 June 2014
- **N. Gibbins QFSM NDipM FIFireE:** International President from 25 June 2014 and Company Secretary from 22 July 2014
- **R.W. Bishop OBE QFSM BA(Hons) FIFireE**
- **L.P. Craig BA(Hons) TQFE MSc:** Chief Executive Officer until 22 July 2014 and Company Secretary until 22 July 2014
- **B.W. Davey CFIFireE**
- **A.S. Lawson BSc(Hons) FIFireE:** Director elected by the International General Assembly and Chief Examiner
- **S.J. McGuirk CBE QFSM DL MA BA(Hons) BSc FIFireE**
- **M.D. Reilly CMIFireE**
- **M.P. Shipp BSc(Physics) CEng FIFireE CPhys MInstP:** Director elected by Engineering Council Registrants
- **W.A. Stewart FIFireE CFO CMM AdeC**
- **H.G. Tay BSc(Hons) MSc FIFireE:** Director elected by the International General Assembly





Chairman's report

In my report, as IFE Chairman, I would like to focus on the people that make the IFE what it is, and who enable the delivery of its ambition. Elsewhere in the annual report you will find statistics relating to the activities and finances of the Institution. I am pleased to report that the Institution's Company Secretary will be reporting against the strategic plan, as it matures and becomes embedded.

Firstly, I must pay tribute to the head office staff, based at IFE House. The IFE is a relatively complex body, a charity and a membership organisation, with thousands of members all over the world. The "business" can be quite intense and challenging, but our small team of people at Head Office always deliver. Several thousand exam entries, several thousand membership renewals, hundreds of applications, events, web pages, journals, e-news, registrations, recognitions, accreditations, as well as the "normal" business matters, such as ensuring we have an up to date fire risk assessment, or payroll, or audits, all dealt with diligently by our team at head office. Sarah, Lisa and Vicki have been joined by Stephanie in 2014, with just twelve further full or part time staff working with them. Whenever I contact anyone at IFE House I get the good feeling that you get when you know that people care, they might not be at the coal face of the fire world, but they act as if they are. Dedicated is the word that describes their commitment. Thank you to them all.

The Institution would be nothing without you, our members. We are a membership organisation, formed for charitable purposes: we deliver our objectives through a huge network of member volunteers. Across the world hundreds of members give time and effort to the Institution, be they Board Directors, reviewers, exam question setters, branch secretaries, International General Assembly members, and many others. Over 9000 members, 42 branches, numerous registration processes, numerous exam questions, over 100 exam centres, a truly global organisation supported by fire professionals in every sense.

It is absolutely fine to join and read the International Fire Professional journal but to be a professional takes something extra, and, thankfully, many, many of you pitch in with more. In my discussions at the AGM or elsewhere one point keeps getting re-iterated, the IFE is about quality and consistency. We are professionals, we know when to compromise, but our Institution will never compromise on safety for the public, or the IFE. Many of you go the extra distance. You give time and effort to the IFE when you could be doing other things. But you know as a professional, it's the right thing to do. It's about fire safety, in whatever form. Thank you all.

My report this year would not be complete without another dimension, the Board. Since 2002 we have been operating with a Board comprising mostly Directors, who are also Trustees, elected in some form by the members. This international strategic layer is incredibly diverse and knowledgeable. I feel truly privileged to Chair such a body. Thank you all.

Looking forward, I feel we are heading towards the centenary in fine shape to lead the fire agenda for the next 100 years. It is humbling to see the journey our forefathers designed, fire engineering has come so far, but has still got a great deal to do. In the next year we will have decisions to make about our governance review. We will have a new database in place. The business will constantly improve. The Strategic Plan should be driving everything that we do, as Fire Professionals. Protecting people, property, our heritage and the environment from fire. Fire Professionals, thank you.





Chairman – 2014/2015

Grant Lupton AFSM BGS FIFireE CPMgr FAIM

International President's report

We have continued to raise the profile of the Institution throughout 2014 and in my role as International President I have had the opportunity to be involved with many planned activities including engagement with our branches (UK and International), working groups, special interest groups and national and international fire sector conferences and similar events.

It is fundamentally important to us as a membership organisation that we deliver support and services that our members use and value and therefore we have looked to increase our relationships with our partner organisations.

In August I commenced a journey that took me to meet senior fire sector people in Australia, New Zealand, the USA and Canada. The driver for the journey was an invitation to speak at the annual AFAC conference in Wellington, New Zealand. Enroute to there I met members in Adelaide, South Australia, (a big thank you to Grant Lupton, Andrew and Christine Sharrad) and Sydney, New South Wales (thank you to host Mark Reilly). In Wellington I took part in a very well supported event, over 200 delegates (and almost as many sponsors, no doubt motivated by our key player Graeme Quensell, and the inimitable Trent Fearnley) ably managed by colleagues in AFAC, under the direction of their CEO Stuart Ellis. Stuart and I met again just days later as we attended the World Fire Alliance meeting in Ottawa, Canada, which marked the last leg of my circumnavigation. In 30 days I had met members and fire sector key stakeholders in three continents, sharing information and learning about similarities and differences, the impact of geography, politics, culture, finance, weather, as well as raising the profile of the IFE, and seeing first hand different solutions applied to achieve safety from fire.

Long established links with Poland were refreshed by the IP attending and presenting at the VII

International Conference on Fire Safety in Buildings in Poland in November. In that month I also met members in Northern Ireland, at a very productive branch meeting that also marked the presentation of a Companion Award to Clive Black. At the very end of the month I was invited to address the Mid and West Wales branch AGM, held alongside a very well attended CPD session that covered all matters relating to fire safety in heritage buildings. I learned at that meeting, from the lynch pin of such matters in the UK, Stephen Emery, that work testing the theories of fire resisting door risk assessments was about to be published, and that a comment I had made some years before had triggered that research.

December's highlight was to spend time with IFE House staff in the run up to Christmas. The staff here work very hard, almost always "behind the scenes", having very little direct contact with members or fire sector events. I think they have enjoyed hearing my presentations about my visits, giving them more insight into IFE membership issues around the World. Thank you all.

Rounds of meetings with partners and senior staff continued throughout January and February. In March I spent a few days with the US branch, as they held their AGM alongside the annual "Centre for Public Service Excellence" conference in Orlando, Florida. A small but highly motivated group form the branch council, working with Branch President Mark Chubb. Presentations in the CPSE conference were incredibly moving, especially hearing direct from Dr David Griffin who was the pump operator (engineer!) at the sofa superstore fire in Charleston, South Carolina in 2007, a tragic incident that resulted in nine fire fighter fatalities. The transformation of approach by those close to that event is being shared very regularly with colleagues all over the US, and will hopefully help prevent a repeat in the future.



It was an honour and a privilege to attend the 40th anniversary dinner of the Singapore Branch. Azmi Bin Adam became President last year, after Tan Jin Thong stepped down after probably the longest presidency anywhere. Azmi and Treasurer Mr Ramanathan continue to lead a very active and productive branch, in a country that has been recognised as having the lowest number of fire deaths relative to population in the developed world. Azmi and his team would be happy to share the Singapore story if any branch would like to hear about it.

My year is closing with another flurry of IP activity—I am delivering a forward looking paper to

the IFCEM conference in Kuala Lumpur, Malaysia, and then hopping back over the UK to join the Canadian Branch AGM in Toronto. I have also got invites in the diary to finish off my term of office as International President to visit the Eastern UK branch, South Western UK (my own branch) Mid Western branch (thank you Adam Course, and looking forward to seeing more from our latest special interest group, focussing on firefighter safety).

Moving into 2015, we will continue to diversify and grow, whilst ensuring that the Institution of Fire Engineers remains at the forefront of keeping people safe from fire!



International President – 2014/2015

Neil Gibbins QFSM NDipM FIFireE

Risk and strategic review

Risk review

The IFE Board recognises the importance of continuing to identify and manage risks as part of its overall strategy and that of the Institution itself. In July 2006, the Board commissioned a strategic risk review and the results of this have informed the decisions of the Board and assisted in developing the strategy, which has resulted in the top six risks identified in 2006 being now much better controlled.

At a further Board meeting in 2012, it was proposed that an update to the 2006 review be undertaken. As a result it was agreed that a one day workshop would be held in October 2012 to identify, prioritise and assess risk issues.

There is a growing expectation that charitable organisations should clearly understand the risks they face and have appropriate strategies to manage them, as well as having processes to keep risk management up to date. The Institution's regulator OSCR (Office of the Scottish Charity Regulator) does not have a published framework for risk management, although it expects charity trustees to understand and practice risk management.

The IFE Board have an established process in place by which risk can be regularly updated, further risks are identified, as well as monitoring progress on improvements. As the IFE develops its strategic planning, reviews of risk are required to provide an essential element for short-term, medium-term and longer term planning to take the IFE to its centenary in 2018 and beyond.

Strategic review

The IFE has established six priorities to ensure that the Institution provides the best possible outcomes for its members. The IFE strategic plan for 2014–2018 is available to view on the IFE website at www.ife.org.uk/IFE-Strategic-Plan

These priorities are to:

- **Facilitate awareness** of fire issues and developments through the communication of ideas, knowledge, information and the contribution of members, through an international network of branches and special interest groups.
- **Foster professionalism** by establishing and maintaining pathways and recognised standards of fire professionalism and competency.
- **Increase knowledge** in the science, practice and professionalism of fire engineering.
- **Provide independent leadership** and confidently promote the value and services provided by the IFE.
- **Promote the IFE** by increasing the standing of the Institution and the significance of membership.
- **Organisational development** – ensure the IFE continuously improves and provides value to our members.

We want to ensure the IFE remains meaningful and that the obvious benefits of membership lead to increased membership and improved community outcomes.



We will ensure the IFE adapts to changing circumstances and provides value to its members and broader society well into the future. We will support special interest groups and our worldwide branches and foster enhanced communication and engagement between our members. The challenges to fire engineers continue to develop at a significant rate; a clearer strategic direction will enable the IFE to continue to support those responding to the challenges and to strengthen the Institution's position as a professional hub for fire related matters around the globe.

We will:

- Increase member numbers, diversity within the membership and the involvement of these members at the Institutions Annual General Meeting and Conference;
- Continue our programme of supporting the fire industry within developing nations;
- Foster effective partnerships with key stakeholders, the broader fire industry and communities;
- Help support our worldwide branches.

The IFE values

INCLUSIVITY

The IFE welcomes the contributions of all fire professionals.

PROFESSIONALISM

The IFE sets and maintains professional standards that enhance competency and safety.

VALUE

The IFE provides demonstrable value to members and broader society.

LEARNING

The IFE fosters and supports life-long learning through a global learning network and professional development opportunities.

RESPONSIBILITY

IFE members are committed to improving the industry and ensuring that positions of responsibility are held by qualified experts.

OPENNESS

The IFE is committed to a policy of openness.

INDEPENDENCE

The IFE provides an independent voice for the fire profession without favour or prejudice.



Trustees report

Structure and governance

The Board retains responsibility for the approval of matters that affect the shape and risk profile of the Institution as well as such items as the annual budget and performance targets, the published accounts and investment policy.

The Board meets four times each year and also communicates regularly by electronic means between meetings. Agenda items for the Board to consider at meetings are expected normally to be accompanied by a completed pro forma paper that detail the proposal for Board consideration, outline potential benefits and identify possible risks to the Institution, financial or otherwise. These papers are usually distributed at least two weeks before Board meetings take place. Informational update papers are also produced by Institution staff for all main operational activities, allowing the Board to review progress and compliance with third party regulatory conditions, including the Office of Qualifications and Examinations Regulation (Ofqual) and the Engineering Council.

The Board also meets with the International General Assembly twice each year and this provides a forum for discussion and the sharing of best practice internationally between branches. The International General Assembly elects two representatives to the Board of Directors. Formal recommendations from the International General Assembly for policy changes are made via the International General Assembly Director(s) by way of the submission of a pro forma paper.

The Engineering Council Registrants' Director is required to be a registered Chartered Engineer and is elected by Engineering Council registrant members. The Registration Applications Committee consists of volunteers and Institution staff working to ensure the appropriate registration of Chartered Engineers, Incorporated Engineers and Engineering

Technicians. Two further sub-committees, the Engineering Technician Applications Sub-Committee and the Individual Route Panel, which concerns itself with educational equivalency, report to the Registration Applications Committee.

Applications for the Institution's Fire Risk Assessors' Register and Fire Risk Auditors' Register are made via the Fire Risk Registration Panel which is directly accountable to the Board.

Examinations and other educational matters are organised through a number of committees and accountability to the Board is via the Chief Examiner, who is a director.

The Board appoints an Executive Sub-Committee, in accordance with its By-Laws. The sub-committee includes the Chairman, Vice Chairman, the Chief Executive Officer and the International President and meets regularly to progress matters between Board meetings in line with the Board's objectives.

In addition, the Board meets from time to time to receive an update on regulatory matters, to discuss organisational risk and strategic priorities and to receive refresher training on their duties as trustees. The Board also appoints a sub-group of trustees to review applications, using structured criteria approved by the Board, for possible funding of charitable projects through the Institution's Charitable Educational Foundation (75th Anniversary Fund).

Related Parties

The Institution has one wholly owned subsidiary, The Institution of Fire Engineers (Publications) Limited, through which trading activities are pursued and a regular membership journal is produced in support of the Institution's charitable objectives.



Trustees report (continued)

Objectives and achievements

The objective of the Institution, as set out in its Memorandum and Articles of Association (p.5), is to: “promote, encourage and improve the science and practice of fire extinction, fire prevention and fire engineering and all operations and expedients connected therewith, and to give an impulse to ideas likely to be useful in connection with or in relation to such science and practice to the members of the Institution and to the community at large”.

In presenting their report for 2014, the Board of Directors wish to thank all branches, the International General Assembly, IFE members, sponsors and staff for their continuing support and commitment to the Institution. In particular the Board wish to highlight the role of volunteers in delivering the activities of the Institution.

- The Institution continues to work globally through its branch network and is committed to promoting the IFE at local, national and international level. The tenets and principles adopted by our founding members continue to support the protection of life, the built and natural environments, and society in general through the implementation of fire engineering best practices.
- The IFE has retained its position as the leading Awarding Organisation for the Fire and Rescue sector with examination entries of 7,149 in March 2014 and 445 in the new examination session offered in October 2014. Around 50% of examination entries are from candidates in the UK and IFE qualifications remain valued throughout the world being particularly strong in South Africa, India, Hong Kong, Nigeria and Trinidad & Tobago.
- The IFE Awarding Organisation continues to benefit from the expertise and dedication of members, who contribute to the development of examination papers and marking schemes. In 2014 over forty-five volunteer examiners supported the IFE's examinations work demonstrating exceptional professional commitment.
- Working to best practice standards, as an Awarding Organisation, the IFE continues to comply fully with the requirements of both the Office of Qualifications and Examinations and the Welsh Government and continually reviews processes and documents in a cycle of continuous improvement.
- Working with partners in the Fire and Rescue Service the IFE has launched a new qualification in Incident Command in 2014.
- A membership group in the United Arab Emirates has been formed and is actively working with IFE Board and staff members to establish a new branch. The members in UAE have achieved legal permission to create an office, a key step in establishing an operational branch.
- Corporate membership has had a steady rise of 2.6%. Although the number of Fellow members has increased, the number of Member grade individuals has reduced. Thus, it is apparent that members are progressing through the IFE's membership grades, but that there remains a need to attract and retain new members.
- The reduction in Student membership numbers is a consequence of three factors: there is no requirement to be an IFE member in order to undertake IFE examinations; there is now a need for evidence to be provided of a programme of study; and Student membership has been restricted to a maximum of five years after which time the individual is offered the option to join as an Affiliate member but can no longer remain as a Student member. Student membership is an activity that runs at a loss to the IFE, but aims to encourage and support those studying for a career in the fire sector. The Board considers that inclusivity is of fundamental importance.
- A Charitable Educational Foundation exists to support those experiencing hardship and proposals for access to financial support are welcomed. Branch representatives, through the International General Assembly, consider opportunities to provide assistance to countries and areas where the IFE is not represented and where fire safety issues may benefit from IFE members expertise.
- In 2014 the IFE was successful in the approval of its 5 year Engineering Council review licence. We continue to be the leading professional engineering institution licensed to register fire engineers. The total number of registrants in 2014 was 491, a steady increase over 2013.
- A wide range of opportunities for continuing professional development (CPD) were offered to members during 2014 and the Institution's international branch network offered a multitude of CPD events globally. The annual UK Research Event in November 2014, delivered in partnership with the UK Fire Service College, proved highly successful and promoted the importance of fire research and learning.



- During 2014, 17 new applicants joined the IFE's Register of Fire Risk Assessors, with a further 1 Fire Risk Auditor registered.
- In 2014 the IFE introduced a Marketing & Communications Department to its Head Office structure, which will support its future growth and strategic plan with targeted marketing and communication activities.
- A new website was launched in 2014, modernising the "shop window" for IFE activities. The first stage of the new site was launched in 2014 providing a clearer portal for information and an enhanced members' area with improved online forums for special interest groups. A second phase of work will provide better online services to members, including online vacancy postings and online tracking of continuing professional development. A third phase will involve substantial investment in the IFE's informational technology infrastructure to allow members to log in to a personalised member dashboard, and other analytical support facilities via an interface with a new member database.
- The IFE Special Interest Groups (SIGs) grew during 2014 and the following are now in operation: competency and ethics; fire investigation & research; fire modelling; fire resistance; heritage buildings and transport. The groups were set up to share experience and learning with like-minded fire professionals. Each group offers an online forum, news updates and document postings for knowledge exchange and worldwide networking.



Worldwide membership and Engineering Council registrants

WORLDWIDE MEMBERSHIP	2010	2011	2012	2013	2014
Life Fellow (FIFireE (Life))	4	3	4	5	4
Fellow (FIFireE)	316	323	355	388	452
Member (MIFireE)	3,067	3,057	3,002	2,936	2,901
Associate (AIFireE)	211	232	256	288	353
TOTAL CORPORATE	3,598	3,615	3,617	3,617	3,710
Honorary Fellow (Hon FIFireE)	9	9	9	9	9
Graduate (GIFireE)	3,207	3,213	3,125	3,114	3,262
Technician (TIFireE)	344	375	378	394	387
Licentiate (LIFireE)	2	2	2	1	1
TOTAL NON-CORPORATE	3,562	3,599	3,514	3,518	3,659
TOTAL VOTING	7,160	7,214	7,131	7,135	7,369
Affiliate	284	1,160	1,281	1,243	1,283
Student	4,131	2,207	1,548	1,300	918
TOTAL NON-VOTING	4,415	3,367	2,829	2,543	2,201
GRAND TOTAL	11,575	10,581	9,960	9,678	9,570



ENGINEERING COUNCIL REGISTRANTS	2010	2011	2012	2013	2014
Chartered Engineer (CEng)	216	236	242	244	253
Interim Registrant	24	27	25	30	32
Incorporated Engineer (IEng)	28	29	28	24	22
Engineering Technician (EngTech)	144	166	168	177	184
TOTAL	412	458	463	475	491

“ Engineering Technicians play a crucial role in a range of jobs across every branch of the fire engineering profession ”

Lynsey Seal BEng(Hons) AMIMechE CEng MIFireE from London Fire Brigade about the importance of the IFE's EngTech Engineering Council registration process.

“ The opportunity to become a part of a wider professional network, increase personal profile and professional credibility ”

Damien Borlase MIFireE, Staff Officer to the Chief Fire Officer and Executive Board, Devon and Somerset Fire & Rescue Service.

Steve Lewis from Crown Premises Inspection Group CFPA(Europe)Dip TechIOSH MCIM EngTech MIFireE

“ I wish to spread the word as it has helped me progress into where I am now ”

Andy Stapleton BSc(Hons) MA FIFireE from Essex Fire & Rescue Service

“ I am extremely proud to have achieved my Fellow membership upgrade and I look forward to continuing my work with the IFE ”

Financial review and future plans

Total consolidated incoming resources for 2014 increased by 4.76%, moving from £1,011,544 in 2013 to £1,059,658 in 2014. Total consolidated expenditure for 2014 totalled £1,033,143, representing an increase of 17.72% on the costs of 2013 which totalled £877,617.

Overall, the Board of Directors are delighted to report that the Institution attained a group surplus of £26,515 for the year ended 31 December 2014. This will enable the Institution to further invest income reserves into initiatives that will assist in meeting business objectives and raise the profile of the IFE.

Both of IFE's two main sources of income saw a rise during 2014; subscriptions, which represent 53.19% of total income increased by 4.49%, from £539,439 in 2013 to £563,645 in 2014. Examination income rose by 10.96%, from £242,696 in 2013 to £269,284 in 2014. 25.41% of total income is generated from examination fees.

Expenditure increased due to a variety of factors; changes in staffing, and an increase in staff numbers during the year have provided an opportunity to ensure IFE have the best fit resources to plan and deliver strategies effectively. In addition, we are pleased to announce that IFE have a new dedicated Marketing and Communications department to facilitate in aligning IFE initiatives and branding through expanding its communication activities. We saw the launch of the new IFE website in 2014 with a planned phased implementation which will continue throughout 2015. The Board of Directors have also set aside a further sum for planned expenditure on a new database throughout 2015 and 2016. The new database will allow IFE to further expand on proactive stakeholder engagement with a key emphasis on enhancing the experience and support offered to members, examinees and registrants alike.

The majority of the expenditure in IFE Publications Limited relates to providing the *International Fire Professional* journal and e-newsletters to Institution

members, as a well-received member benefit, and there is also a very small amount of trading activity, including events and the selling of books. The Institution makes a grant to IFE Publications Limited to pay for the journal and its distribution to members.

Reserves Policy

The IFE Reserves Policy is divided into three areas:

1. Working Capital

Working capital is required by the organisation to cover any unexpected temporary liquidity problems which might arise. Given the present financial cuts in public spending, these may start to impact upon the IFE. Therefore, during 2014 the Board agreed that £200k of the cash reserves should be viewed as working capital and invested in short term access accounts.

2. Policy Reserve

If agreed by the Board, a sum of money could be set aside for funding new developments.

During 2014, the Board have set aside £100,000, plus interest earned towards funding a new contact database. It is anticipated that the new database will be implemented during 2015 and 2016. The balance on this fund at the year end was £100,338.

3. Property Fund

This, in the main, is the receipt from the sale of the Leicester property. The designated fund remains in place should the Board decide to purchase a property in the future. It is unlikely that such a purchase would take place within the next 3 years due to the signing of a lease agreement in December 2011 for a term of 5 years. The balance on the property fund at the year end was £447,618. The balance on the accumulated fund and the restricted funds at the year end was £536,273 and £96,911 respectively.

The directors regularly monitor and review the level of the reserves held.



Principal Funding Sources

The Institution's group income is derived mainly from membership subscriptions, examination fees, registration, conference events, book sales and investment income.

Investment Policy

In cash terms, the Institution of Fire Engineers is fortunate in that most of its income is received relatively early in the financial year through subscriptions. Examinations income is presently received from September in the year prior to the examinations being taken, so it is accounted for in the actual year in which examinations occur. Thus, the amount available for investment, should be regarded as varying from a low point in late autumn to a considerably higher sum during the first 3 months of the calendar year.

The Board has agreed that investments are to be cash based and low risk only. To spread risk, reserves are to be placed with multiple UK banks with varying fixed terms to balance the need for possible access with better rates of return. Investments are kept under review on an ongoing basis.

Auditor

At the Annual General Meeting to be held on 15 July 2015 there will be a resolution proposing the appointment of the auditor from the conclusion of that meeting until the conclusion of the next Annual General Meeting in 2016.

Small company provisions

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

Future plans

The Institution is committed to supporting the broad spectrum of the fire engineering profession around the world and will be investing substantially in new technologies to better support IFE members and connect expertise worldwide.

The IFE will continue to provide professional recognition for individuals and services that are of considerable benefit to employers and society.

We aim to develop further partnerships with others in the fire community and build on the established success as a licensed professional engineering Institution and our awarding organisation status.

Independent Auditors report

We have audited the group and parent company financial statements of The Institution of Fire Engineers for the year ended 31 December 2014 which comprise the Group Statement of Financial Activities, the Group and Company Balance Sheets. These financial statements have been prepared in accordance with the accounting policies set out therein.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditor

The directors' (who are also the trustees of Institution of Fire Engineers for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 44(1c) of the Charity and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with regulations made under those Acts.

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

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

We read all the information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications in our report.



Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the charitable company's affairs as at 31 December 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities Act 1993, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

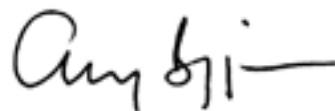
Opinion on other matter prescribed by the Companies Act 2006

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

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept; 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 directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees Annual Report.



Senior Statutory Auditor

For and on behalf of

Crowe Clark Whitehill LLP, Carrick House, Lypiatt Road, Cheltenham, Gloucestershire, GL50 2QJ

21st April 2015



The Institution of Fire Engineers

Summarised consolidated financial
statements for the year ending
31 December 2014



Directors' statement

The financial pages detailed in this report represent a summary of the annual accounts of The Institution of Fire Engineers. The auditor has issued unqualified reports on the full annual financial statements and on the consistency of the directors' report with those annual financial statements. Their report on the full annual financial statements and the auditable part of the directors' remuneration report contained no statement under sections 498(2) or 398(3) of the Companies Act 2006.

For a copy of the full annual financial statements, the Auditor's report and the Directors' report, please write to the Company Secretary, The Institution of Fire Engineers, IFE House, 64-66 Cygnet Court, Timothy's Bridge Road, Stratford-upon-Avon, Warwickshire, CV37 9NW, UK.

The full annual financial statements were approved on the 21st April 2015 and will be submitted to the Office of the Scottish Charity Regulator and the Registrar of Companies.

Signed on behalf of the Directors on the 21st April 2015

Mr Steve Hamm BEng(Hons) MSc CEng FIIFireE
Vice Chairman, Board of Directors

Mr Neil Gibbins QFSM NDipM FIIFireE
International President and Company Secretary



Independent Auditor's statement to the members of The Institution of Fire Engineers

We have examined the summary financial statements of The Institution of Fire Engineers set out in pages 26 to 29.

Respective responsibilities of directors and auditors

The directors are responsible for preparing the summarised annual report in accordance with United Kingdom law.

Our responsibility is to report to you our opinion on the consistency of the summary financial statements within the summarised annual report with the full annual financial statements, the Directors' report and its compliance with the relevant requirements of section 427 of the Companies Act 2006 and the regulations made thereunder. We also read the other information contained in the summarised annual report and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the summary financial statements. The other information comprises only the Chairman's and International President's review.

We conducted our work in accordance with Bulletin 2008/3 issued by the Auditing Practices Board. Our report on the company's full annual financial statements describes the basis of our audit opinion on those financial statements and the Directors' report.

Opinion

In our opinion the summary financial statements are consistent with the full annual financial statements and the Directors' report of the Institution of Fire Engineers for the year ended 31 December 2014 and complies with the applicable requirements of section 427 of the Companies Act 2006 and the regulations made thereunder.

A handwritten signature in black ink, appearing to read "Amy Bji".

Senior Statutory Auditor

Crowe Clark Whitehill LLP, Carrick House, Lypiatt Road, Cheltenham, Gloucestershire, GL56 2QJ

21st April 2015

Summarised consolidated statement of financial activities for the year ended 31 December 2014

	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	TOTAL 2014 £	TOTAL 2013 £
INCOMING RESOURCES				
Incoming resources from generated funds				
Voluntary income				
Grants and donations received	—	—	—	550
Activities for generating funds				
Promotional goods	1,802	—	1,802	2,097
Investment income				
Interest receivable	3,555	326	3,881	8,009
Incoming resources from charitable activities				
Subscriptions	563,645	—	563,645	539,439
Engineering Council subscriptions and fees	45,298	—	45,298	44,216
Examination fees	269,284	—	269,284	242,696
Recognition fees	38,810	—	38,810	40,835
Journal sales	4,432	—	4,432	5,204
Publications	36,868	—	36,868	31,009
Conferences and exhibitions	26,393	—	26,393	24,685
Registers of Fire Risk Assessors and Auditors	52,078	—	52,078	55,345
Register of Consultants	10,460	—	10,460	9,380
Other incoming resources				
Miscellaneous income	6,707	—	6,707	8,079
Total incoming resources	1,059,332	326	1,059,658	1,011,544
RESOURCES EXPENDED				
Costs of generating funds				
Promotional goods	(23,110)	—	(23,110)	(16,252)
Charitable activities	(919,381)	(5,349)	(924,730)	(789,980)
Governance costs	(85,303)	—	(85,303)	(71,385)
Total resources expended	(1,027,794)	(5,349)	(1,033,143)	(877,617)
Net incoming (outgoing) resources for the year	31,538	(5,023)	26,515	133,927
NET INCOME FOR THE YEAR	31,538	(5,023)	26,515	133,927
TOTAL FUNDS BROUGHT FORWARD	1,052,691	101,934	1,154,625	1,020,698
TOTAL FUNDS CARRIED FORWARD	1,084,229	96,911	1,181,140	1,154,625

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources expended derive from continuing activities.



Summarised consolidated balance sheet as at 31 December 2014

Registered Number: SC013267

	GROUP		COMPANY	
	2014	2013	2014	2013
	£	£	£	£
FIXED ASSETS				
Tangible fixed assets	67,529	56,463	35,744	20,846
Investments	15,000	15,000	15,000	15,000
Cash held as investment	447,618	446,112	447,618	446,112
Social investment	—	—	100	100
	530,147	517,575	498,462	482,058
CURRENT ASSETS				
Stocks	7,762	7,498	—	—
Debtors	62,450	78,114	121,088	127,294
Cash at bank and in hand	925,799	901,662	898,694	882,725
	996,011	987,274	1,019,782	1,010,019
CREDITORS: amounts falling due within one year				
	(345,018)	(350,224)	(337,104)	(337,451)
NET CURRENT ASSETS	650,993	637,050	682,678	672,568
NET ASSETS	1,181,140	1,154,625	1,181,140	1,154,626
THE FUNDS OF THE CHARITY				
Unrestricted funds	1,084,229	1,052,691	1,084,229	1,052,692
Restricted funds	96,911	101,934	96,911	101,934
RETAINED FUNDS	1,181,140	1,154,625	1,181,140	1,154,626

Notes to the summarised consolidated financial statements for the year ended 31 December 2014



	GROUP		COMPANY	
	2014	2013	2014	2013
	£	£	£	£
1. FIXED ASSETS				
Net book value				
Office equipment	5,952	9,589	5,013	7,522
Computers	22,387	16,974	20,081	12,174
Presidents chain/badge	10,650	1,150	10,650	1,150
Asset under construction	—	28,750	35,744	20,846
Website	28,540	—	—	—
2. RECONCILIATION OF MOVEMENTS IN RETAINED FUNDS				
Retained funds for the year				
Unrestricted funds				
Accumulated fund	29,694	129,794	29,693	129,794
Property fund	1,506	3,485	1,506	3,485
Database fund	338	—	338	—
	31,538	133,279	31,537	133,279
Restricted funds				
David Rasbash Memorial Fund	(79)	(30)	(79)	(30)
75th Anniversary Scholarship Fund	(1,746)	1,153	(1,746)	1,153
Fire Check Consultants Fire Engineering Degree/Scholarship Fund	54	125	54	125
Fire Service Research and Training Trust Fund	(3,252)	(600)	(3,252)	(600)
	(5,023)	648	(5,023)	648
	26,515	133,927	26,514	133,927
Retained funds at 1 January 2014	1,154,625	1,020,698	1,154,626	1,020,699
Retained funds at 31 December 2014	1,181,140	1,154,625	1,181,140	1,154,626
3. ACCUMULATED FUND				
Balance at 1 January 2014				
Parent company and subsidiary	606,579	476,785	606,579	476,786
Balance at 31 December 2014				
Parent company and subsidiary	536,273	606,579	536,273	606,580

4. DESIGNATED FUNDS

Balance at 1 January 2014

Property fund	446,112	442,627	446,112	442,627
Database fund	—	—	—	—

Balance at 31 December 2014

Property fund	447,618	446,112	447,618	446,112
Database fund	100,338	—	100,338	—

Property fund

This fund comprises of proceeds from the sale of previous property, plus interest earned, which have been set aside by the directors for the purpose of a future property purchase.

Database fund

This fund is set aside for a new contact database, transferred from the accumulated fund. Work is now underway with this and is expected to be implemented during 2015 and 2016.

GROUP

FUND	Balance at 1 January 2014		Balance at 31 December 2014	
	Income	Expenditure	£	£
	£	£	£	£
1. DAVID RASBASH MEMORIAL FUND	5,418	18	(97)	5,339

This fund was opened in 1997 with an amount of £5,000 being the sum left to the Institute of Fire Safety in the will of the late David Rasbash. It was handed to the Institution of Fire Engineers in view of the impending absorption of the Fire Safety funds into this Institution, the final transfer having been made in 2003. The purpose of the fund is to support an annual lecture in his name. The Rasbash medal was awarded to John de Ris at the Symposium to celebrate 40 years of Fire Safety Engineering at the University of Edinburgh on 15th–16th May 2014.

2. 75TH ANNIVERSARY SCHOLARSHIP

FUND	77,248	254	(2,000)	75,502
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This fund is held as a charitable education foundation to fund eligible projects and was established in recognition of the 75th Anniversary of the foundation of the Institution of Fire Engineers. One grant was awarded during the year to 31 December 2014.

3. FIRE CHECK CONSULTANTS FIRE ENGINEERING DEGREE/SCHOLARSHIP

FUND	16,016	54	—	16,070
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This fund was instigated in 1990 by the then President of the Institution, the late Mr AC Parnell. The income from the fund is used in support of the annual Graduate Lecture.

4. FIRE SERVICE RESEARCH & TRAINING

TRUST FUND	3,252	—	(3,252)	—
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This fund consists of grants received from the Fire Service Research and Training Trust, which are used in support of educational scholarships, grants and bursaries. Fourteen grants were awarded during the year to 31 December 2014.

Honours and awards

Past Presidents

1918–24	H Neal	1971	W M Ward
1925–26	A Pordage	1972	J W Stonehouse
1927	G A Oakes	1973	T D Jones
1928	F Cade	1974	E H Whitaker
1929	A R Corlett	1975	A R Brannon
1930	H Neal	1976	K Horan
1931	H Burrows	1977	P Watterson
1932	J W Dane	1978	J Anderson
1933	A Andrew	1979	H J Porter
1934	B A Westbrook	1980	R A Haley
1935	T Breaks	1981	A B C Hogg
1936	A Girdwood	1982	K Hayton
1937	T H Mather	1983	D F Robins
1938	F P Mills	1984	T McCarthy
1939–40	A H Johnstone	1985	G B Scotford
1941	F W Delve	1986	A C Parnell
1942–44	T A Varley	1987	G Karran
1945	A B Craig	1988	D T Davis
1946	A P L Sullivan	1989	N Wallington
1947	E McKinnell	1990	J R Pearson
1948	J E Farrell	1991	P A D Sheen
1949	A H Nisbet	1992	D J Williams
1950	E S Calvert	1993	G J Wrigley
1951	W E Greenhalgh	1994–95	K J Lloyd
1952	H W Coleman	1996	G H Almond
1953	E T Hayward	1997	P M Holland
1954	A S Pratten	1998	P Young
1955	R L Leach	1999	R W Docherty
1956	L Garside	2000	J H Herrick
1957	K Hoare	2001	P Woods
1958	W B Muir	2002	D B Smith
1959	R R Lloyd	2003	J P Judd
1960	A J Frame	2004	W Peterson
1961	J Garside	2005	D A Charters
1962	J A Broadbent	2006	W C Cox
1963	E R Ashill	2007	C Chu
1964	H F Chisnall	2008	P K Richardson
1965	F Rushbrook	2009	W A Stewart
1966	D Blacktop	2010	J H Woodcock
1967	N F Richards	2011	H G Tay
1968	A H Warren	2012	R W Bishop
1969	K L Holland	2013	G N Lupton
1970	J J Unsworth		

2014 Award of Companion

- Andrew Comer**, Tasmania Fire Service, Australia
Joanna Fowler, East Sussex Fire & Rescue Service, UK
Andrew Greig, Protection Projects, Republic of South Africa
Simon Hawkes, Mid and West Wales Fire & Rescue Service, UK
Brian Davey, New Zealand Fire Service (Retired), New Zealand
Clive Black, CD Black Associates, UK

2014 Award of Board nominated Fellow

- Abdulla Al Kayali**, Airport Rescue Fire Fighting Service, UAE
Benjamin Ansell, Dorset Fire & Rescue Service, UK
Haydn Beynon, Dubai Airports, UAE
Sari Ghraizi, Dubai Airports, UAE
Stephen Metcalf, Manchester Airport, UK

2014 Godiva Awards for outstanding achievement in IFE examinations

- Andrew Gausden**, level 4 certificate in Fire Science and Fire Safety, UK
Jan Rossouw, level 3 diploma in Fire Science, Operations and Safety, South Africa
Benjamin Walker, level 3 diploma in Fire Science, Operations and Safety, UK





THE INSTITUTION OF FIRE ENGINEERS

FOUNDED 1918 • INCORPORATED 1924

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Registered Scotland No: 13267

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