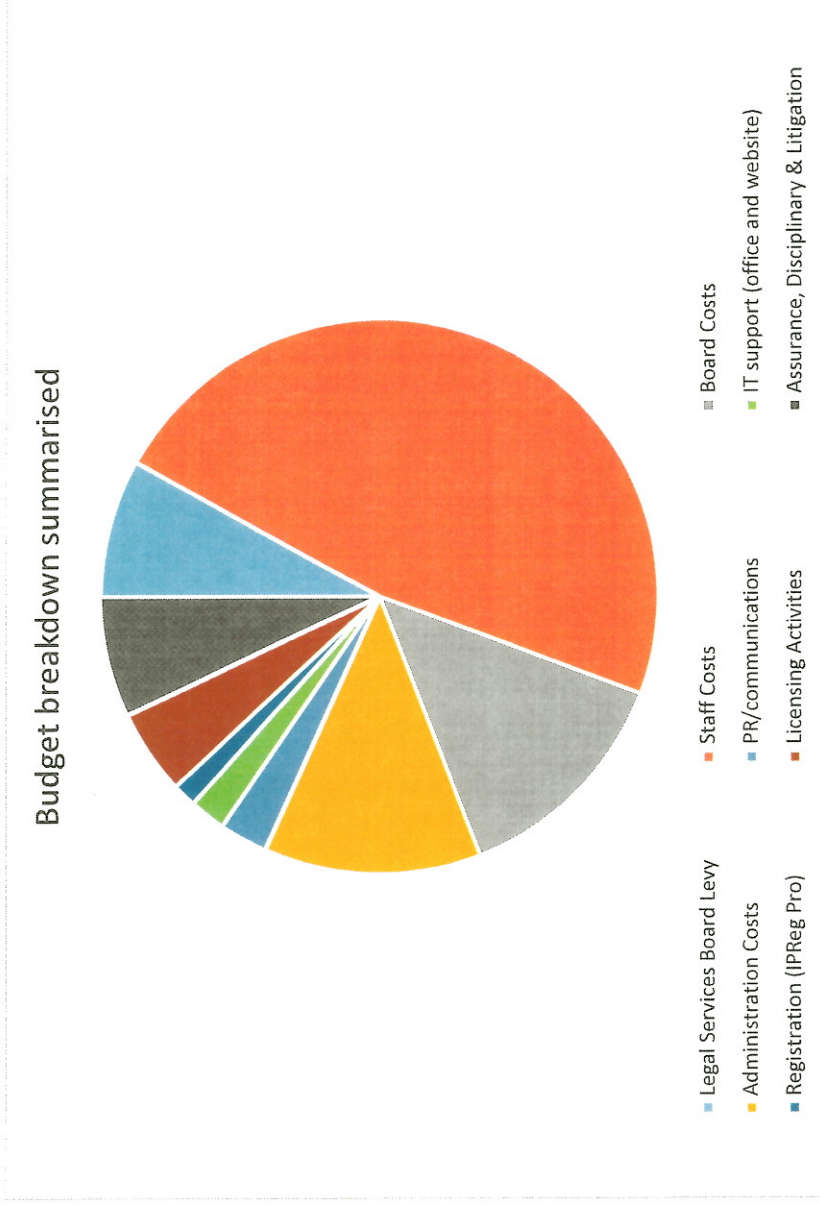


## **Annex 11**

## IPReg Application to LSB 2017 Fees

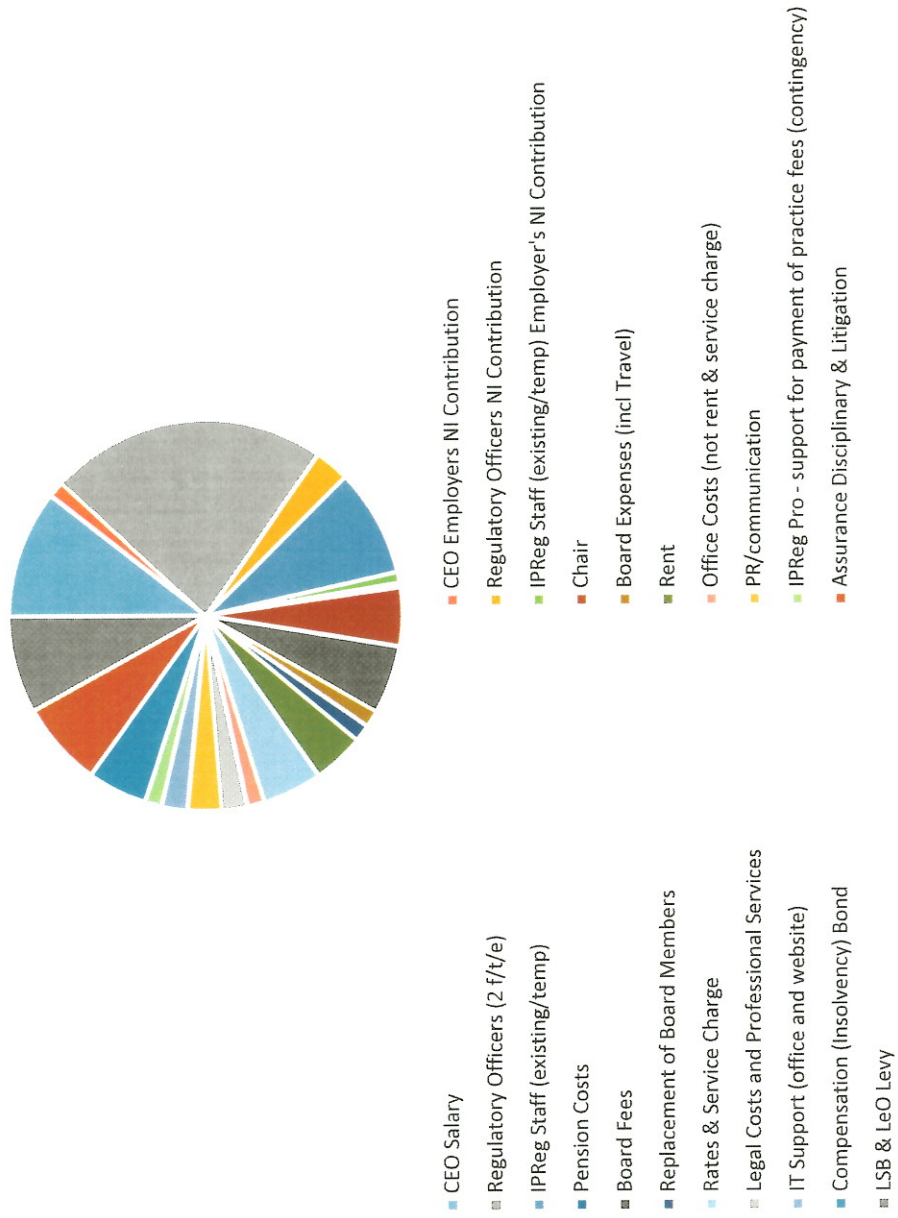
### Pie Chart showing the allocation of 2017 Budget



## IPReg Application to LSB 2017 Fees

### Pie Chart showing the allocation of 2017 Budget

Budget breakdown detailed



## **Annex 12**

**Report of the Directors and**  
**Audited Financial Statements for the Year Ended 31 December 2015**  
**for**  
**The Intellectual Property Regulation**  
**Board Limited**

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Contents of the Financial Statements  
for the Year Ended 31 December 2015**

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<b>Statement of Directors' Responsibilities</b>	3
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**The Intellectual Property Regulation  
Board Limited**

**Company Information  
for the Year Ended 31 December 2015**

**DIRECTORS:**

C Corby  
T Alexander  
D Bream  
J Turner  
J Clegg  
D Musker  
D Seddon  
S Gregory  
N Whitaker  
N Howick

**SECRETARY:**

A Wright

**REGISTERED OFFICE:**

5th Floor  
The Outer Temple  
222-225 Strand  
London  
WC2R 1BA

**REGISTERED NUMBER:**

06624948 (England and Wales)

**AUDITORS:**

Sawin & Edwards Statutory Auditors  
52 Kingsway Place  
Sans Walk  
London  
EC1R 0LU

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Report of the Directors  
for the Year Ended 31 December 2015**

The directors present their report with the financial statements of the company for the year ended 31 December 2015.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 January 2015 to the date of this report.

T Alexander  
D Bream  
J Turner  
J Clegg  
D Musker  
D Seddon

Other changes in directors holding office are as follows:

R Burford - resigned 31 March 2015  
P Portwood - resigned 31 March 2015  
S Gregory - appointed 1 April 2015  
N Whitaker - appointed 1 April 2015  
N Howick - appointed 1 July 2015

C Corby was appointed as a director after 31 December 2015 but prior to the date of this report.

M Heap ceased to be a director after 31 December 2015 but prior to the date of this report.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**


So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**AUDITORS**

The auditors, Sawin & Edwards, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

**ON BEHALF OF THE BOARD:**

  
.....  
A Wright - Secretary

Date: 28 July 2016



**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Statement of Directors' Responsibilities  
for the Year Ended 31 December 2015**

The directors are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the 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 company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

**Report of the Independent Auditors to the Members of  
The Intellectual Property Regulation  
Board Limited**

We have audited the financial statements of The Intellectual Property Regulation Board Limited for the year ended 31 December 2015 on pages six to eleven. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 a Report of the Auditors 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.

**Respective responsibilities of directors and auditors**

As explained more fully in the Statement of Directors' Responsibilities set out on page three, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. 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). Those standards require us to comply with the Auditing Practices Board's 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. In addition, we read all the financial and non-financial information in the Report of the Directors to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2015 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

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

**Report of the Independent Auditors to the Members of  
The Intellectual Property Regulation  
Board Limited**

**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 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- 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 from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.



Keeley Edwards (Senior Statutory Auditor)  
for and on behalf of Sawin & Edwards Statutory Auditors  
52 Kingsway Place  
Sans Walk  
London  
EC1R 0LU

Date: 28 July 2016

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Income and Expenditure Account  
for the Year Ended 31 December 2015**

	Notes	2015 £	2014 £
<b>INCOME</b>	2	758,997	633,670
Administrative expenses		<u>(650,360)</u>	<u>(557,432)</u>
<b>OPERATING SURPLUS</b>	3	108,637	76,238
Interest receivable and similar income	4	<u>1,195</u>	<u>1,795</u>
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		109,832	78,033
Tax on surplus on ordinary activities	5	<u>(239)</u>	<u>(358)</u>
<b>SURPLUS FOR THE FINANCIAL YEAR</b>		<u>109,593</u>	<u>77,675</u>

The notes form part of these financial statements

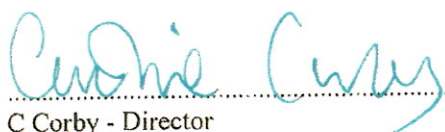
**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Balance Sheet  
31 December 2015**

	Notes	2015 £	2014 £
<b>FIXED ASSETS</b>			
Tangible assets	6	4,550	6,705
<b>CURRENT ASSETS</b>			
Debtors	7	33,475	7,186
Cash at bank and in hand		<u>633,694</u>	<u>568,278</u>
		<b>667,169</b>	<b>575,464</b>
<b>CREDITORS</b>			
Amounts falling due within one year	8	<u>(120,312)</u>	<u>(140,355)</u>
<b>NET CURRENT ASSETS</b>		<u><b>546,857</b></u>	<u><b>435,109</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>551,407</b></u>	<u><b>441,814</b></u>
<b>RESERVES</b>			
Income and expenditure account	9	18,723	25,420
General contingency reserve	10	225,000	225,000
Board chairman appointments/ communications reserve	10	50,000	50,000
Assurance disciplinary and litigation reserve	10	150,000	75,000
IT/Website reserve	10	16,394	16,394
Projects including research reserve	10	50,000	50,000
Practice development reserve	10	31,290	-
Funding diversity reserve	10	10,000	-
		<u><b>551,407</b></u>	<u><b>441,814</b></u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Directors on 28 July 2016 and were signed on its behalf by:

  
C Corby - Director

The notes form part of these financial statements

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Notes to the Financial Statements  
for the Year Ended 31 December 2015**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

**Income**

The income shown in the accounts consists of income received from registrants, litigation administration fees and licensed body application fees.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer & office equipment - Straight line over 3 years

**2. INCOME**

The income and surplus before taxation are attributable to the one principal activity of the company.

	2015	2014
	£	£
Registration fees	719,077	632,070
Litigation administration fees	1,600	1,600
Licensed body application fees	<u>38,320</u>	-
	<u>758,997</u>	<u>633,670</u>

The income was generated entirely within the United Kingdom.

**3. OPERATING SURPLUS**

The operating surplus is stated after charging:

	2015	2014
	£	£
Depreciation - owned assets	3,941	3,841
Auditors' remuneration	<u>1,750</u>	<u>1,675</u>
Directors' remuneration	<u>-</u>	<u>-</u>

**4. INTEREST RECEIVABLE AND SIMILAR INCOME**

	2015	2014
	£	£
Deposit account interest	<u>1,195</u>	<u>1,795</u>

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2015**

**5. TAXATION**

**Analysis of the tax charge**

The tax charge on the surplus on ordinary activities for the year was as follows:

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Current tax:		
UK corporation tax	<b>240</b>	360
Over provision previous year	<u><b>(1)</b></u>	<u>(2)</u>
Tax on surplus on ordinary activities	<u><b>239</b></u>	<u><b>358</b></u>

The Intellectual Property Regulation Board Limited operates as a Trade Association and only pays corporation tax on bank interest received.

**6. TANGIBLE FIXED ASSETS**

	<b>Computer &amp; office equipment £</b>
<b>COST</b>	
At 1 January 2015	15,355
Additions	<u>1,786</u>
At 31 December 2015	<u>17,141</u>
<b>DEPRECIATION</b>	
At 1 January 2015	8,650
Charge for year	<u>3,941</u>
At 31 December 2015	<u>12,591</u>
<b>NET BOOK VALUE</b>	
At 31 December 2015	<u>4,550</u>
At 31 December 2014	<u>6,705</u>

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Other debtors	<u>33,475</u>	<u>7,186</u>

**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2015**

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2015	2014
	£	£
Trade creditors	21,784	33,910
Taxation and social security	10,469	6,639
Other creditors	<u>88,059</u>	<u>99,806</u>
	<u><b>120,312</b></u>	<u><b>140,355</b></u>

Included in other creditors is a sum of £42,683 (2014: £47,513) in respect of the LSB Levy. The accrual relates to the period April to December 2015, whilst the accounting period of the LSB runs from April to March.

**9. RESERVES**

	Income and expenditure account £
At 1 January 2015	25,420
Surplus for the year	109,593
Transfer(to)/from other reserves	<u>(116,290)</u>
At 31 December 2015	<u><b>18,723</b></u>

**10. OTHER RESERVES**

Other reserves are made up of funds set aside for various projects which have not been completed during the year. The directors have authorised the transfer of funds earmarked for the various projects not yet completed, from the income and expenditure account to separate reserve accounts, which are intended to be specific for their purpose.

	Balance brought forward – 1.1.15 £	Transfer(to)/from Income and Expenditure account £	Balance carried forward – 31.12.15 £
General contingency reserve	225,000	-	225,000
Board & chairman appointments/ communications reserve	50,000	-	50,000
Assurance disciplinary and litigation reserve	75,000	75,000	150,000
IT/Website reserve	16,394	-	16,394
Projects including research reserve	50,000	-	50,000
Practice development reserve	-	31,290	31,290
Funding diversity reserve	-	10,000	10,000
	<u><b>416,394</b></u>	<u><b>116,290</b></u>	<u><b>532,684</b></u>



**The Intellectual Property Regulation  
Board Limited (Registered number: 06624948)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2015**

**11. RELATED PARTY DISCLOSURES**

During the year ended 31 December 2015, ITMA and CIPA, guarantors of the company, recovered expenses totalling £57,170 (2014: £44,740) and £171 (2014: £240) respectively, in respect of accommodation, stationery and IT services to the company.

Included in creditors at 31 December 2015, is an amount owed to ITMA, guarantor of the company, totalling £15,256 (2014: £11,469).

During the period since appointed, fees amounting to £84,602 (2014: £81,200) in respect of services provided as board members and other professional services were charged by some of the directors.

**12. ULTIMATE CONTROLLING PARTY**

The company is limited by guarantee and hence there is no ultimate controlling party.

**13. COMPANY GUARANTORS**

The Chartered Institute of Patent Attorneys (CIPA) and the Institute of Trade Mark Attorneys (ITMA) are the two guarantors of the company.

**14. COMPANY STATUS**

The company is limited by guarantee and therefore there is no issued share capital. Its members in the event of a winding up have guaranteed to contribute to the assets of the company, a sum not exceeding £1 each.