

**Report of the Directors and**  
**Audited Financial Statements for the Year Ended 31 December 2016**  
**for**  
**The Intellectual Property Regulation**  
**Board Limited**

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

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for the Year Ended 31 December 2016**

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**The Intellectual Property Regulation  
Board Limited**

**Company Information  
for the Year Ended 31 December 2016**

**DIRECTORS:**

D Bream  
J Turner  
J Clegg  
D Musker  
S Gregory  
N Whitaker  
N Howick  
N Robinson

**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 2016**

The directors present their report with the financial statements of the company for the year ended 31 December 2016.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 January 2016 to the date of this report.

D Bream  
J Turner  
J Clegg  
D Musker  
S Gregory  
N Whitaker  
N Howick

Other changes in directors holding office are as follows:

C Corby - appointed 1 May 2016 - resigned 10 November 2016  
M Heap - resigned 30 April 2016  
T Alexander - resigned 30 September 2016  
N Robinson - appointed 1 October 2016

D Seddon ceased to be a director after 31 December 2016 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: 20 July 2017

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

**Statement of Directors' Responsibilities**  
**for the Year Ended 31 December 2016**

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.

The directors confirm that so far as they are aware, there is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the company's auditors are unaware. They have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.



**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 2016 on pages six to twelve. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

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 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; 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, based on the work undertaken in the course of the audit:

- 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; and
- the directors' report has been prepared in accordance with applicable legal requirements.

**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**

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

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: 20 July 2017

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

**Income and Expenditure and Statement of Comprehensive Income  
for the Year Ended 31 December 2016**

	Notes	2016 £	2015 £
<b>INCOME</b>		<b>772,270</b>	<b>758,997</b>
Administrative expenses		<u>(720,226)</u>	<u>(650,360)</u>
<b>OPERATING SURPLUS</b>	4	<b>52,044</b>	<b>108,637</b>
Interest receivable and similar income		<u>1,462</u>	<u>1,195</u>
<b>SURPLUS BEFORE TAXATION</b>		<b>53,506</b>	<b>109,832</b>
Tax on surplus	5	<u>(294)</u>	<u>(239)</u>
<b>SURPLUS FOR THE FINANCIAL YEAR</b>		<b>53,212</b>	<b>109,593</b>
<b>OTHER COMPREHENSIVE INCOME</b>		<u>-</u>	<u>-</u>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>		<b><u>53,212</u></b>	<b><u>109,593</u></b>

The notes form part of these financial statements



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

**Balance Sheet  
31 December 2016**

	Notes	2016 £	2015 £
<b>FIXED ASSETS</b>			
Tangible assets	6	1,056	4,550
<b>CURRENT ASSETS</b>			
Debtors	7	25,289	33,475
Cash at bank		<u>726,798</u>	<u>633,694</u>
		752,087	667,169
<b>CREDITORS</b>			
Amounts falling due within one year	8	<u>(148,524)</u>	<u>(120,312)</u>
<b>NET CURRENT ASSETS</b>		<u>603,563</u>	<u>546,857</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>604,619</u>	<u>551,407</u>
<b>RESERVES</b>			
Income and expenditure account		21,935	18,723
General contingency reserve	9	225,000	225,000
Board chairman appointments/ communications reserve	9	50,000	50,000
Assurance disciplinary and litigation reserve	9	150,000	150,000
IT/Website reserve	9	16,394	16,394
Projects including research reserve	9	50,000	50,000
CMA funding reserve	9	30,000	-
Practice development reserve	9	31,290	31,290
Funding diversity reserve	9	30,000	10,000
		<u>604,619</u>	<u>551,407</u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 20 July 2017 and were signed on its behalf by:



S Gregory - Director

The notes form part of these financial statements

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

**Statement of Changes in Equity  
for the Year Ended 31 December 2016**

	<b>Income and Expenditure account £</b>
<b>Balance at 1 January 2016</b>	18,723
Total comprehensive income	53,212
Transfer (to)/from other reserves	<u>(50,000)</u>
<b>Balance at 31 December 2016</b>	<u><u>21,935</u></u>
	<b>£</b>
<b>Balance at 1 January 2015</b>	25,420
Total comprehensive income	109,593
Transfer (to)/from other reserves	<u>(116,290)</u>
<b>Balance at 31 December 2015</b>	<u><u>18,723</u></u>

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 2016**

**1. STATUTORY INFORMATION**

The Intellectual Property Regulation Board Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

The financial statements present information about the company as a single entity.

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

These financial statements 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 UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**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

**Pension costs**

The company contributes to a defined contribution plan for the benefit of its employees. Contributions are recognised in the income and expenditure account as they become payable.

**Financial instruments**

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities, like other debtors and creditors. Financial assets and liabilities are recognised when the company becomes a party to the contractual provisions of the instruments.

**Debtors and creditors**

Basic financial assets and liabilities, including other debtors, trade and other creditors, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts, discounted at a market rate of interest. Such assets and liabilities are subsequently carried at amortised cost using the effective interest method, less any impairment.

**Cash and cash equivalents**

Cash and cash equivalents are represented by cash in hand and at bank.

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016**

**2. ACCOUNTING POLICIES - continued**

**Taxation**

The tax expense for the year comprises current tax.

Tax is recognised in the income and expenditure account, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current tax is determined using tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

**Going concern**

The directors consider that there are no material uncertainties about the company's ability to continue as a going concern. In forming their opinion, the directors have considered a period of one year from the date of signing the financial statements.

**3. EMPLOYEES**

The average number of employees during the year was 6 (2015: 5)

**4. OPERATING SURPLUS**

The operating surplus is stated after charging:

	<b>2016</b>	2015
	£	£
Depreciation - owned assets	<b>3,494</b>	3,941
Auditors' remuneration	<b><u>2,030</u></b>	<u>1,750</u>

**5. TAXATION**

**Analysis of the tax charge**

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

	<b>2016</b>	2015
	£	£
Current tax:		
UK corporation tax	<b>295</b>	240
Over provision previous year	<b><u>(1)</u></b>	<u>(1)</u>
Tax on surplus	<b><u>294</u></b>	<u>239</u>

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



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

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016**

**6. TANGIBLE FIXED ASSETS**

**Computer  
& office  
equipment  
£**

**COST**

At 1 January 2016  
and 31 December 2016

17,141

**DEPRECIATION**

At 1 January 2016  
Charge for year

12,591  
3,494

At 31 December 2016

16,085

**NET BOOK VALUE**

At 31 December 2016

1,056

At 31 December 2015

4,550

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

	2016 £	2015 £
Other debtors	<u>25,289</u>	<u>33,475</u>

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

	2016 £	2015 £
Trade creditors	16,240	21,784
Taxation and social security	9,142	10,469
Other creditors	<u>123,142</u>	<u>88,059</u>
	<u>148,524</u>	<u>120,312</u>

Included in other creditors is a sum of £38,772 (2015: £42,683) in respect of the LSB Levy. The accrual relates to the period April to December 2016, whilst the accounting period of the LSB runs from April to March.

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

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**9. 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 – 1.1.16 £	Transfer(to)/from Income and Expenditure account £	Balance carried forward – 31.12.16 £
General contingency reserve	225,000	-	225,000
Board & chairman appointments/ communications reserve	50,000	-	50,000
Assurance disciplinary and litigation reserve	150,000	-	150,000
IT/Website reserve	16,394	-	16,394
Projects including research reserve	50,000	-	50,000
CMA funding reserve	-	30,000	30,000
Practice development reserve	31,290	-	31,290
Funding diversity reserve	10,000	20,000	30,000
	<b>532,684</b>	<b>50,000</b>	<b>582,684</b>

**10. OTHER FINANCIAL COMMITMENTS**

The company signed a contract on 3 September 2016. The balance of the contractual fees payable not accrued as at 31 December 2016 amounted to £9,220 (2015: £Nil).

**11. RELATED PARTY DISCLOSURES**

During the year ended 31 December 2015, CITMA and CIPA, guarantors of the company, recovered expenses totalling £57,732 (2015: £57,170) and £Nil (2015: £171) respectively, in respect of accommodation and IT services to the company.

Included in creditors at 31 December 2016, is an amount owed to CITMA, guarantor of the company, totalling £13,228 (2015: £15,256).

During the period since appointed, fees amounting to £88,365 (2015: £84,602) 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 Chartered Institute of Trade Mark Attorneys (CITMA) are the two guarantors of the company.

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016**

**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.

**15. FINANCIAL INSTRUMENTS**

The company's financial instruments comprise cash and cash equivalents and various items such as other debtors, trade and other creditors, that arise directly from its operations.

The main purpose of these financial instruments is to finance the company's operations.

The board regularly reviews and agrees policies for managing the level of risk arising from the company's financial instruments. This is summarised below:

**Liquidity risk**

Liquidity risk is the risk the company will not be able to meet its financial obligations as they fall due. The company's policy throughout the period has been to ensure that it has adequate liquidity to meet its liabilities when due, by careful management of its working capital.

**16. TRANSITION TO FRS102**

This is the first year that the company has presented its results under FRS102. The last accounts under UK GAAP were for the year ended 31 December 2015. The date of transition to FRS 102 is 1 January 2015. There are no transitional adjustments arising from the first time adoption of FRS102.