

The Institution of Agricultural Engineers

Notice of Annual General Meeting

Notice is hereby given that the Seventy-first Annual General Meeting of the Institution will be held at John Deere, Harby Road, Langar, Nottinghamshire NG13 9HT on Thursday 27th April 2017 at 10.30am.

AGENDA

1. To receive and confirm the minutes of the seventieth AGM held on 28th April 2016.
2. To propose as an Ordinary Resolution:
"That the Annual General Meeting authorises the Council of the Institution to review members' subscriptions and to make such adjustment, if any, as may be required with effect from 1 January 2018".
3. To consider and adopt the Report of Council for the year ending 31 December 2016.
4. To receive and adopt the Accounts for the ending 31 December 2016.
5. To announce nominations for election to Council for the 2017/2018 Session.
6. To re-appoint Lander & Co, registered auditors, as reporting accountants and to authorise Council to fix their remuneration.

BY ORDER OF COUNCIL

A handwritten signature in black ink that reads "A.J. Taylor." with a horizontal line underneath.

Alastair J Taylor
Chief Executive & Secretary

9 February 2017

NOTE: Admission to this meeting is not subject to ticket entry but attendance is restricted to registered members of the Institution. Only Corporate members are entitled to vote MIAgrE, FIAgrE, Hon FIAgrE.

Papers may be found on the website or are available by request from the Secretariat.

All Members Welcome, please confirm your attendance to Sarah McLeod secretary@iagre.org

Annual General Meeting 2016 Minutes

Minutes of the Seventieth Annual General Meeting of the IAgrE held at JCB Landpower Ltd, JCB Lakeside, Rocester ST14 5JP on Thursday 28th April 2016, starting at 10.45am

Present: M G Kibblewhite, (MGK) President R J Merrall, (RJM) President Elect
27 other IAgrE Members, 7 Guests & 3 from the Secretariat, 25 apologies were received.

1. Minutes

The Minutes of the sixty-ninth Annual General Meeting were confirmed.

Proposed: I J Loynes

Seconded: P N Leech

2. Ordinary Resolution

The resolution:

“That the Annual General Meeting authorises the Council of the Institution to review members’ subscriptions and to make such adjustment, if any, as may be required with effect from 1 January 2017”

Proposed: C R Whetnall

Seconded: D B Tinker

3. Annual Report of Council

The Annual Report summarises the activities and finances of IAgrE for 2015, and has been approved by Council. The President commented that the Institution was in a strong condition especially in terms of energy, direction and financial stability, he felt that this was in a large part due to the officers employed by IAgrE and the leadership of Alastair Taylor (AJT) as CEO.

The President also noted that the Report serves its purpose to formally report to the Charities Commission and other bodies and demonstrates the progressive development of the Institution ensuring IAgrE is transparent and open to scrutiny

As outgoing President, MGK took this opportunity at the end of his service to express his privilege and delight in serving the Institution and its members. He felt he was moving on leaving the Institution progressing and in good heart. He commented that he had found his Presidency to be convivial and enjoyable and he appreciated the support and friendship he had received throughout his term of office. He expressed his personal thanks to AJT and the Secretariat team.

The President asked the Members to adopt the Annual Report of Council for 2016

Proposed: M C Butler Ellis

Seconded: P C H Miller

4. Accounts

AJT presented the Accounts and confirmed the Institution is sound financially. He noted that there would be considerably more expenditure in 2016 as the website is being redeveloped and other initiatives planned investing in the future of IAgrE.

The President asked the members to adopt the 2015 Accounts.

Proposed: D B Tinker

Seconded: M C Butler Ellis

5. Nominations to Council

The President introduced the nominations to Council for the session 2016/17 as follows:

President	R J Merrall	Member	Merralls Consulting Ltd
President-Elect	R J Rickson	Fellow CEnv	Cranfield University
Immediate Past-President	M G Kibblewhite	Fellow CEnv	MK Soil Science

One Other Past-President	A C Newbold	Member CEng	Newmac Safety
Vice Presidents (3)	M Moore	Fellow	AGCO Ltd
	S C Constable	Associate Member	Spaldings Ltd
	E D Chesmore	Fellow CEnv	University of York
Honorary Treasurer	P N Leech	Honorary Fellow IEng	Consultant
Chair, Membership Committee	M S Carr-West	Fellow CEng	Consultant
Chair, Education & Training Ctte	C M Johnson	Member EngTech	Reaseheath College
Fellows (4)	L A Terry	Fellow	Cranfield University
	P F Hemingway	Fellow CEng	JCB
	B Grieve	Fellow	University of Manchester
	H G Crabtree	Fellow	Farmex
Members (4/5)	G P Higginson	Member IEng	Harper Adams University
	D J Massey	Member Eng Tech	P Tuckwell Ltd
	R Simmons	Member	Cranfield University
	D M Henley	Member	Easton & Otley College
Associate Members (3/4)	S Murphy	Associate Member	Oxford Lasers Ltd
	F Winter-Taylor	Assoc Member EngTech	New Forest Farm Mach'y
	I Sumpter	Assoc Member EngTech	Toro
	A Cooke	Associate Member	Cranfield University
Associates (2)	M P Cullen	Associate	Reaseheath College
	M Maher	Associate	Poclain Hydraulics Ltd
Student/Pre-professional (2)	R Fillingham	PreProfessional	Harper Adams University
	J P Smith	PreProfessional	Harper Adams University
Co-opted members	C D Mitchell	Honorary Fellow CEng	Consultant
	D B Tinker	Fellow CEng CEnv	Consultant
	P C H Miller	Honorary Fellow CEnv	DBT
	B S Blackmore	Fellow CEng	Harper Adams University
	R Bailey	Member	AEA
	C Butler Ellis	Fellow	Volunteering & CPD
Special rep for Scotland	J A McMorran	Member CEng	Forestry Civil Engineering

The new Council Members were elected.

Proposed: I J Loynes

Seconded: D Morris

MGK stood down as President and welcomed R J Merrall to the role.

AJT welcomed the new Council Members on board and thanked those standing down. He made special thanks to Peter Redman, Simon Wilcox and Steve Parkin for their long and unstinting service.

6. Reporting Accountants

The President, R J Merrall, asked that Lander & Co, registered auditors, should be appointed as Reporting Accountants and that Council is authorised to fix their remuneration for the year 2016

Proposed: D B Tinker

Seconded: R J Rickson

The meeting closed at 11.00 am

IAgrE Annual Report & Summary Accounts

For the year ended
31 December 2016

The Institution of Agricultural Engineers

Company limited by guarantee Reg No: 648041
Registered Office: Cranfield, Bedford
Registered Charity No: 257303

iagre.org

Agriculture ■ Forestry ■ Horticulture ■ Environment ■ Amenity



Aims and Objectives

Established in 1938 (as the Institution of British Agricultural Engineers), the prime remit of the Institution of Agricultural Engineers (IAgrE) was then, as it is now, to:

- Promote agricultural engineering as a profession.
- Direct and apply the sources of energy in Nature for the sustainable use and convenience of man in the adaptation and application of materials and mechanical methods for the best development of land use for agriculture, forestry and other purposes and
- Promote good practice in all applications of technology across the land based sector.

Prime objectives as above are all for the public benefit and, as ever, to continue with the drive to increase and broaden the membership base and raise the profile of the Institution. Further information on the aims of the Institution are detailed in the Memorandum and Articles of Association which are published at www.iagre.org

Structure, Governance and Management

Structure

IAgrE is overseen by an Executive Committee whose members act as Trustees. These are also directors of the charity for the purposes of the Companies Act, and through this report, submit their annual report and the financial statements for the year ended 31 December 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

IAgrE is a charitable company (charity number 257303) limited by guarantee (company number 00648041) and is governed by a Memorandum and Articles of Association. The principal address and registered office of the charity is The Bullock Building, University Way, Cranfield, Bedford MK43 0GH.

As a charity and a company limited by guarantee, IAgrE is regulated by both the Charities Commission and by Company Law. IAgrE is governed by Council which directs and manages the property and affairs of the Institution. Council is elected by the corporate (voting) members of IAgrE. Operationally, IAgrE is run by its Chief Executive supported by the Executive Committee which is appointed annually by Council and is responsible for executive action on all matters within the policy framework approved by Council including Finance and General Purposes.

Council

Council meetings take place three times a year and are used to discuss matters of strategic importance to IAgrE. These meetings are usually associated with a visit to key organisations within IAgrE's wider community. During 2016 these included a visit to Cranfield University, JCB in Staffordshire and Manchester University. Matters for discussion included the 21st Century PEI initiative, the update to Memorandum & Articles of Association and future hot topics. Council meetings are used to record the ongoing activities of IAgrE branches.

Health and Safety

IAgrE provides a Health and Safety Policy document. This is updated regularly. All staff are routinely reminded of its existence.

Staff

Alastair Taylor is employed three days per week in the role of CEO and Secretary.

Elizabeth Stephens combines her financial control responsibilities with her role as Assistant Secretary, also assisting with the administration of the Douglas Bomford Trust (DBT), the AgriFood Charities Partnership (AFCP) and other related initiatives.

Alison Chapman, continues as Membership Secretary and is closely involved with the day to day administration of LTA and supporting the Membership Committee.

Sarah McLeod provides Conference/Branch/Group support, database/records administration and manages communications through the e-mail marketing system.

Sally Wood oversees the IAgrE Website and manages a range of projects and initiatives designed to grow membership and enhance services.

Marion King, IAgrE's Communications Officer, continues to raise the profile of IAgrE through social networking on Facebook and Twitter, press releases and member-related copy for Landwards.

Risk Management

The Trustees are responsible for the management of risks faced by the Institution and seek early identification, evaluation and effective management and mitigation of key risks. Potential risks, impact and mitigation are identified by the IAgrE Secretary and Assistant Secretary and are considered by Trustees at all Executive Committee meetings. The principal risks identified are:

- Business interruption as a consequence of loss of key staff, office and records, and/or premises lease amendment.
- Loss of membership and/or loss of income from substantial decrease in membership renewals.
- Information and Communication Technology (ICT) related issues such as failure of cloud storage, website crash and/or database failure.
- Loss of income streams such as Biosystems Engineering and/or LTA administration.

Statement of disclosure to Independent Examiner

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware:

- There is no relevant information of which the charitable company's independent examiner is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

The trustees also confirm that they have taken due regard to Charity Commission guidance on Public Benefit.

Trustees

The Trustees of IAgrE on the date of approval of the financial statements were:

Dr R J Merrall (President)	Mr P N Leech
Professor M G Kibblewhite	Mr A C Newbold
Mr S C Constable	Professor R J Rickson
Dr M Moore	Dr E D Chesmore
Mr G P Higginson	Mr I Sumpter
Mr M StJ Carr-West	

Review of Activities

Overview

IAgrE continues to place emphasis on the five-year development plan and has made good progress in delivering the business objectives which, whilst maintaining the need to operate within Charities rules and best practice have been set against the following business development themes:

- Promoting the value and benefits of IAgrE membership.
- Ensuring that the Engineering Council and Society for the Environment licences are maintained.
- Continuing to develop new business activities and income streams.
- Increasing the IAgrE profile with other institutions and stakeholders so that IAgrE is viewed as being influential, with good quality intelligence and intellectual capital.

Strategic Developments

During 2016, the IAgrE redeveloped its website and members database. The website, launched in November 2016 continues to showcase the agricultural engineering industry as well as streamlining arrangements and information as they relate to membership. The existing member's area has been enhanced to allow for new and emerging specialist areas of engineering and communities.

The new membership records system allows better integration with website functions and links to industry standard security measures for on-line payments. This development has been complex given the information used by IAgrE as a membership organisation but at the turn of the year has started to settle down.

Going forwards, the images and words used on the website will be enhanced, in particular as they relate to attracting new members and meeting the needs of younger engineers and technologists. Members can still access a wide range of past information and this will be further developed as a benefit to the industry in line with IAgrE member's needs and interests.

The IAgrE Memorandum and Articles of Association, and related regulations and committee structures have been subject to a thorough review and re-write during 2016. The aim of this activity is to improve accessibility and language and to ensure that all current rules and legislation is met.

The IAgrE objectives as set out in the original Memorandum of Association remain largely unchanged with only minor updates to language and content to meet the twenty first century language and rules associated with Professional Engineering Institutions. Work has been undertaken to ensure that the multi-disciplinary aspects of Agricultural Engineering are properly represented.

The Articles of Association have been simplified and meet the requirements of Companies House rules and regulations. These now allow for alternative forms of communication, attendance at meetings and the issue of proxy votes where necessary. They also clarify the specific roles of the IAgrE Executive Committee as trustees and the IAgrE Advisory Council. Some aspects previously listed as Articles of Association have become IAgrE regulations thus allowing for more frequent review.

This review has also considered institution grades of membership and seeks to introduce a new grade for technicians and to clear up the potential for confusion between the Associate and Associate

Member grades. The revised Memorandum and Articles of Association, together with regulations have been reviewed by the IAgrE Executive Committee, Council members, Engineering Council, Society for the Environment, Privy Council representatives and the Charities Commission. This will be put to a vote of IAgrE members at an Extra General Meeting later in 2017.

The need to sample IAgrE members Continuing Professional Development (CPD) records and to provide feedback has necessitated a wide range of developments to promote CPD, establish recording systems, introduce sampling arrangements, and to agree feedback protocols. This has given an enhanced role to the IAgrE Education and Training Committee with a new focus on promoting the Engineering Council "MyCareerPath" platform for recording and sampling members CPD.

Considerable thought has been given to new institution members with a range of emerging strategic partners being engaged as a potential source. IAgrE continues to promote membership to students and those immediately out university and college. The Membership Committee has been reviewed and new members recruited. This has double the number of assessors and interviewers. A new liaison officer from the Engineering Council has been appointed and has made a significant contribution to membership and registration matters.

A number of universities, colleges and machinery manufacturers have presented themselves for course accreditation during 2016 which has led to a busy schedule for the IAgrE Accreditation committee. All of this gives IAgrE an opportunity to promote membership and professional registration to a broader audience.

The benefits of IAgrE membership have been further reviewed with new marketing and website materials developed. Existing services such as communication with members, mentoring, support and promotion of CPD have been further refreshed.

The annual conference took place in November 2016. This is separated from the AGM and Awards ceremony and gives a more personal experience for both conference attendees and those members attending the Awards ceremony. The conference focused on the challenge of converting innovation from the concept stage through to production and sales. Four organisations sponsored the conference and combined with a good level of attendance, the conference was a great success.

The IAgrE has continued to build on opportunities to raise its profile with the wider engineering and scientific community and to further promote agricultural engineering as a profession. Towards the end of 2016, IAgrE engaged with the government department of Business, Energy and Industrial Strategy to commence and investigation into the opportunities and challenges around moving Agri-Tech developments forward.

During 2016 three larger Professional Engineering Institutions conducted an independent review with a particular focus on the work of Engineering Council, Engineering UK and the Royal Academy of Engineering.

A new initiative led by the smaller institutions focuses on the twenty first century Professional Engineering institution (21st Century PEI). IAgrE have engaged with this initiative with some useful discussions around what needs to be done to make the engineering profession and professional registration more appealing to young people. This project will go forwards in 2017 with scope for further helpful outputs and ideas.

Services to Engineers

IAgrE continues to promote professionalism through the marketing of professional qualifications at all levels Engineering Technicians through to Chartered status. We continue to place strong emphasis on supporting Engineering UK and the Engineering Council (EngC). IAgrE sits on the Operational Group of the Engineering 4 Education (E4E) panel which is hosted by the Royal Academy of Engineering and works to inform education policy and practice by:

- initiating and contributing to policy debates
- providing decision-makers with high quality information and analysis
- ensuring that all learners are enabled to make connections across areas of learning that support an education for engineering
- highlighting the needs of future engineers and routes into engineering that are open to all

During the summer of 2016, IAgrE responded to a Royal Academy of Engineering call for evidence around the engineering priorities of the UK economy outside the EU with a good representation from IAgrE members.

The Institution's interests continue to be represented via the "Group C" representative who reports back on matters relating to Engineering Council policy and standards. This is IAgrE's communications channel to and from Registrants. IAgrE is well represented on Engineering Council committees. Malcolm Carr-West is IAgrE's nominated EngC volunteer and sits on the Quality Assurance Committee and also acts as alternate to the IAgrE Chief Executive on the important EngTech Working Group.

Landbased Technician Accreditation (LTA)

IAgrE continues to work closely with BAGMA and AEA through the Landbased Engineering Training and Education Committee (LE-TEC) to support the LTA scheme and works with manufacturers to maintain the quality of the scheme.

Work to review the LTA scheme to increasing levels of initial registration, improving progression and grow the number of manufacturers and importers involved was completed during 2016. These revisions which simplify aspects of the LTA scheme and encourage more involvement from machinery suppliers and dealers was introduced in the autumn of 2016.

The Parloursafe scheme for milking equipment has further evolved during the year. This scheme is comparable to the LTA scheme with the only qualification in the sector being provided by Reaseheath College and Hartpury College which, in conjunction with Milking Equipment Association members, has developed a modular course covering the three Categories within the scheme.

The IAgrE Membership Committee oversees arrangements to ensure rigour and transparency of process of the LTA and Parloursafe matters relating to IAgrE membership, Engineering Council, and Society for the Environment registration.

LTA Numbers at the end of 2016 are as follows:

Tier	LTA	Parloursafe	Parts
Initial Registration	1863	203	111
Intermediate	712	327	-
Advanced	167	-	-
Master	58	-	-

Education

IAgrE continues to establish relationships with colleges and universities and provides talks and seminars as required. IAgrE membership (funded through the Douglas Bomford Trust) is afforded to students and pre-professionals following UK recognised qualifications in agricultural engineering and associated subjects.

Working with industry, IAgrE has supported the development of new apprenticeship programmes in Land-based Service Engineering at foundation and advanced levels. During 2016, these apprenticeships were expanded to meet the requirements of the construction and plant sector. The launch of these apprenticeships was delayed until 2017 to allow more time for detailed preparation.

Society for the Environment

IAgrE continues to maintain a productive working relationship with SocEnv. The total number of Chartered Environmentalists nationally is in excess of 7000. IAgrE continues to recruit new Chartered Environmentalists. The IAgrE CEO and Professor Mark Kibblewhite represent IAgrE on the SocEnv Board of Directors. The IAgrE CEO sits on the Registration Authority of SocEnv.

Publications

The Publications Management Committee meets regularly to facilitate and monitor the development of all IAgrE publication activities.

Biosystems Engineering – IAgrE's scientific journal – continues to thrive with a further increase in electronic downloads. The Editorial team works hard to maintain the high quality of published papers. The number of papers submitted to Biosystems Engineering has grown significantly again during 2015, resulting in the recruitment of two additional Associate Editors. The Biosystems Engineering editorial team comprises:

- Prof Bill Day (Editor-in-Chief)
- Dr Steve Parkin (Managing Editor)
- Dr Dvorlai Wulfsohn (Associate Editor)
- Dr John Gowing (Associate Editor)
- Dr Stavros Vougioukas (Associate Editor)

Biosystems Engineering forms an important component of IAgrE's portfolio. Income from the publishing contract with Elsevier was again in excess of the guaranteed sum. A substantially reduced on-line subscription to Biosystems Engineering is available to IAgrE members – a significant benefit to members. Limited free downloads are also available to members. During 2016 a number of special editions were produced.

Chris Biddle continues to edit and produce the IAgrE member journal Landwards which is consistently well received. Regular pre-production meetings are held at the IAgrE Office with the Secretariat team in attendance. Consideration is being given to a new members publication to provide technical information and bridge the gap between Landwards and Biosystems Engineering

Branches

Regional branches are active around the country although some of these do have difficulties maintaining a viable programme. These branches offer a useful range of events and meetings which are well received by members.

A few areas continue to run without an effective Branch but every effort is made to accommodate members in these areas, by both including such members in adjacent groupings of by “special” events at or close to their geographical location. For example an event was arranged at Plumpton College for students and members living in the South East. This was well received.

Volunteers

Volunteers form the backbone of the IAgrE and are closely involved with the Executive Committee, Council, Branches, Specialist Groups, Membership, Training and Education, Publications Management and Awards Committees. These work well with Secretariat staff who work hard to secure more involvement from a wider group of membership volunteers.

Awards

The 2016 IAgrE Awards Ceremony was held during the Spring AGM at AGCO

Honorary Fellow

Geoffrey Freedman, IAgrE President 2000-02

IAgrE Award of Merit

Ian Duff, MIAgrE

IAgrE Award for Contribution to Landbased Industries

Nick Tillett, MIAgrE

Ronald Knight

Michael Dwyer Memorial Prize

Andrew Kneen, Houseman Sprayers

Christopher Pett, Mastenbroek

Branch Meritorious Service Award

David Tinker, FIAgrE (SE Midlands Branch)

David Yates, MIAgrE (East Midlands Branch)

Hugh McIlvenna, MIAgrE (Northern Ireland Branch)

Johnson New Holland Award

Not awarded in 2016

IAgrE Student Project Award (presented at LAMMA)

Cennydd Hughes (Coleg Sir Gar)

IAgrE Student Project Safety Award

Not awarded in 2016

Douglas Bomford Paper Award

Dr James E Browne, AIAgrE

Dr J Peter Frost, MIAgrE

Ivel Award (presented at LAMMA)

Poclain Hydraulics

The IAgrE British Guild of Agricultural Journalist Award, awarded for the best article/broadcast on the application of engineering within the landbased sector from a member of the Guild. The 2016 winner was Mike Donovan.

Technical Groups

It is clear that the most successful events are those that are issue driven. The success of Technical Groups tends to ebb and flow as the technical problems facing our sector also change. What is also clear is that with the combined threats of an ever rising population and climate change, issues affecting our sector will be increasingly in the public eye. A Council discussion on Technical Groups took place in 2015 which was helpful in identifying some new potential areas and subjects. These have been developed further using on-line social media platforms as a vehicle for communication.

The Forestry Engineering Group (FEG) continues to be active with a very successful, and well attended Symposium held at Newton Rigg College in September 2016.

Events

IAgrE consistently puts on relevant events to a high standard. The Institution would not exist without these events and thanks are due to the largely volunteer organisers and planners. This year we started to attend several national events and plan more in 2016. IAgrE activities of note during the year included:

- LAMMA 2016 January 2016
- AGM & Awards Event – JCB – April 2016
- Young Engineers Competition – Knight’s – March 2016
- IAgrE Landwards Conference – Concepts to Cash – HAU November 2016

Membership and Registration Numbers

IAgrE exists as an organisation in order to offer professional qualifications, not only because it has licences from the EngC and SocEnv to do so, but also as a professional organisation in its own right offering professional status via a suite of membership grades. To maintain this status, IAgrE has to be seen to have fair, rigorous and transparent procedures. These procedures are used by the IAgrE Membership Committee and audited by the IAgrE Internal Audit Panel. The efficient operation of these two groups is essential to the smooth running of IAgrE

The Internal Audit Panel reporting procedures ensure that Council and Executive are informed of outcomes. The panel also carry out audits of LTA/Parloursafe related procedures. This Panel’s assistance in preparing for the regular re-licensing visits from the EngC and SocEnv is invaluable.

Membership numbers in 2016 remained generally constant compared to 2015. At the year-end, the breakdown of membership was as follows (it is noted that some student membership applications have been delayed by colleges and universities in order that it is more meaningful):

	2016	2015	Change
Hon Fellow*	16	15	+1
Fellow*	141	141	0
Member*	649	650	-1
Associate Member	440	403	+37
Associate	215	213	+2
Pre-professional	630	762	-132
Student (DBT)	<u>817</u>	<u>822</u>	<u>-5</u>
Totals	<u>2908</u>	<u>3006</u>	<u>-98</u>

* Corporate Members.

There are a significant percentage of Corporate Members (Member, Fellow, Hon Fellow) registered through the EC. The breakdown of registrants is shown below:

	2016	2015	Change
Chartered Engineer	228	232	-4
Incorporated Engineer	171	176	-5
Engineering Technician	<u>323</u>	<u>292</u>	<u>+31</u>
Totals	<u>722</u>	<u>700</u>	<u>+22</u>

IAgrE faces the challenge of persuading its existing qualifying members to submit applications although there was an upturn in applications towards the end of 2016. Current CEnv registrations through IAgrE are:

	2016	2015	Change
Chartered Environmentalist	139	139	0

Financial Review

Results

The Statement of Financial Activities (SOFA) for the year is set out on page 9 of the financial statements. The surplus for the year, including gains on investments, is £64,008 which represents an increase when compared to the 2015 figure of £67,266. Charitable income has increased from £359,467 in 2015 to £364,540 in 2016 mainly due to an increase in investment income. All other sources of income are largely unchanged, other than members' subscriptions and fees, which show a slight decrease on last year.

The resources expended in 2016 were £345,135, an increase of £28,080 compared with 2015. This increase is mainly due to a significant amount of expenditure in relation to website and database development, with an increase of costs associated with publications also contributing to the increase.

The results for the year to December 2016 show an operating surplus of £19,404 compared with a surplus of £42,412 in 2015. This fall is largely due to the increased expenditure in the year, mainly in relation to website and database development.

On 31 December 2016, total investments stood at £676,335. Realised gains on investment assets in 2016 are £1,304. Unrealised gains are £43,300 in 2016.

Reserves and Investments Policy

Council continues to monitor and review IAgrE's need for reserves, and associated investments, in line with the guidance issued by the Charity Commission.

The financial reserves have been set aside over the years to provide financial stability, business continuity, and the means for the development of IAgrE's principal activities as defined in the Memorandum and Articles of Association. Total reserves have historically been maintained at a level that is at least equivalent to one year's budgeted expenditure.

Part of the total reserve is held as Designated Funds. A Building Fund for the replacement of the Secretariat building stands at £360,000. The IAgrE lease with Cranfield University runs to 2056 and, whilst there is no plan to move from Cranfield in the foreseeable future, it is considered prudent to continue to allocate reserves, whilst circumstances allow, against possible future building purchases.

Annual IAgrE budgets are set to break even, with exceptional expenditure authorised from reserves from time to time. Reserves are utilised for the benefit of the whole membership at Council's discretion.

Summarised Financial Statements

Summarised financial statements are shown on pages 7 and 8 of the IAgrE Annual Report and Summary Accounts. These are extracted from pages 9 and 10 of the full statutory Trustees Report and Financial Statements of the Institution of Agricultural Engineers which were approved by the Council on 9 February 2017. The full financial statements, on which Landers Accountants Ltd gave an unqualified independent examiners report on 13 February 2017 will be submitted to the Charity Commission and Companies House.

The reporting accountants have confirmed to the Trustees that, in their opinion, the financial statements are consistent with the financial records held by the IAgrE secretariat for the year ended 31 December 2016.

Further Information

The IAgrE trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

These summarised financial statements may not contain sufficient information to gain a complete understanding of the financial affairs of the charity. The full statutory Trustees Report and Financial Statements and reporting accountants report may be obtained from the IAgrE Secretariat:

*Institution of Agricultural Engineers
The Bullock Building
University Way
Cranfield
Bedford
MK43 0GH*

Looking Forward

In 2017, the Institution of Agricultural Engineers intends to meet its key aims by:

- Introduce formal sampling of members CPD and provide feedback on its quality and impact.
- Once adopted under the revised Memorandum and Articles of Association, promote new grades of membership to help bring the IAgrE to a new audience, particularly technicians.
- Design and introduce new strategies to recruit new, and retain existing IAgrE members
- Continue to provide a good quality service with ongoing promotion of mentoring and registration opportunities.
- Continuing its focus on growing the number of student and pre-professional members and supporting these into continued membership and professional registration.
- Introduce a new information source for members allowing them to access established and new sources of technical information.
- Establish a mechanism for obtain better representation and contribution from younger members.
- Investigate strategies to market the Biosystems Engineering journal to new audiences and to enhance its presence.
- Develop and renew relationships with new and existing university and education partners and continue to promote Academic and Commercial membership to those organisations associated with agricultural engineering and associated disciplines.
- Continuing to provide opportunities for members to access learning and development opportunities including branch activities and an annual conference.
- Continuing to work with industry partners and stakeholders to promote careers in the agricultural engineering industry.
- Further promote the Landbased Technician Accreditation Scheme in order that a greater number of technicians benefit from being professionally recognised.
- Continue to establish relationships with Agritech Innovation Centres to act as a conduit for learning and knowledge as they relate to research and innovation.

Consolidated Statement of Financial Activities incorporating Income and Expenditure Account for the year ended 31 December 2016

	Total Funds 2016 £	Total Funds 2015 £
Incoming Resources		
Incoming resources from generated funds:		
Voluntary Income:		
Donations	120	168
Activities for generating funds:		
Other income	3,798	3,450
Investment income	24,063	16,899
Incoming resources from charitable activities:		
Members' subscriptions and fees	137,770	143,966
Affiliated organisations	3,920	3,195
Income from publications	184,568	184,376
Landbased Technician Accreditation scheme	5,729	5,651
Net conference income	4,572	1,762
Total incoming resources	364,540	359,467
Resources expended		
Cost of generating funds:		
Investment management costs	4,391	4,295
Cost of charitable activities	324,085	296,993
Governance Costs	16,659	15,767
Total resources expended	345,135	317,055
Net incoming resources before other recognised gains	19,405	42,412
Other recognised gains		
Realised gains on investment assets	1,304	7,109
Net income for the year	20,709	49,521
Unrealised gains on investment assets	43,300	17,745
Net movement of funds	64,009	67,266
Reconciliation of funds		
Total funds brought forward	861,525	794,259
Total funds carried forward	925,534	861,525

Balance Sheet as at 31 December 2016

	2016	2015
Fixed assets		
Tangible assets	2,312	3,967
Investments	676,335	615,699
	678,647	619,666
Current assets		
Stock	2,410	2,225
Debtors	101,139	102,761
Short term deposits	200,989	177,260
Cash at bank and in hand	8,288	5,412
	312,826	287,658
Creditors: Amounts falling within one year	(65,939)	(45,799)
Net current assets	246,887	241,859
Net assets	925,534	861,525
Unrestricted funds		
Designated funds	364,498	344,630
Revaluation funds	191,036	151,566
General funds	370,000	365,329
Total funds	925,534	861,525

These financial statements were approved by the Council and authorised for issue on 9 February 2017 and signed on their behalf by:
Dr Robert Merrall (President) and Mr Peter Leech (Honorary Treasurer)

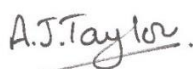
NOTICE OF MEETING

Notice is hereby given that the **Seventy-first Annual General Meeting** of the Institution will be held at John Deere, Langar, Nottingham on **Thursday 27th April 2017 at 10.30am**.

Agenda

1. To receive and confirm the minutes of the seventieth AGM held on 28th April 2016.
2. To propose as an Ordinary Resolution: ***"That the Annual General Meeting authorises the Council of the Institution to review members' subscriptions and to make such adjustment, if any, as may be required with effect from 1 January 2018"***.
3. To consider and adopt the Report of Council for the year ending 31 December 2016.
4. To receive and adopt the Accounts for the ending 31 December 2016.
5. To announce nominations for election to Council for the 2017/2018 Session.
6. To re-appoint Lander & Co, registered auditors, as reporting accountants and to authorise Council to fix their remuneration.

By Order of Council



Alastair J Taylor, Chief Executive & Secretary

NOTICE OF MEETING

All members are invited to attend an **Extraordinary General Meeting on Thursday 27th April 2017 at 10.45am** at the AGM venue to consider and if agreed to pass the following motion:

1. To approve the amended Memorandum and Articles of Association which will take effect from 1 May 2017.

It is important in a democratic professional society, where all members are part of a regulatory process, to try to attend and participate in General Meetings so that as many of the members as possible contribute to the decisions of the society.

NB ALL PAPERS ARE AVAILABLE ON THE IAGRÉ WEBSITE

NOMINATIONS FOR ELECTION TO COUNCIL 2017/18 SESSION

In accordance with the provisions of Section 60 of the Articles of Association, the following members are nominated for election to Council for the 2017/18 Session.

President	R J Merrall	Member	Merralls Consulting Ltd
President-Elect	R J Rickson	Fellow CEnv	Cranfield University
Immediate Past-President	M G Kibblewhite	Fellow CEnv	MK Soil Science
One Other Past-President	A C Newbold	Member CEng	Newmac Safety
Vice Presidents (3)	M Moore S C Constable E D Chesmore	Fellow Associate Member Fellow CEnv	AGCO Ltd Spaldings Ltd University of York
Honorary Treasurer	P N Leech	Honorary Fellow IEng	Consultant
Chair, Membership Committee	M S Carr-West	Fellow CEng	Consultant
Chair, Education & Training Ctte	C M Johnson	Member EngTech	Reaseheath College
Fellows (4)	L A Terry P F Hemingway B Grieve H G Crabtree	Fellow Fellow CEng Fellow Fellow	Cranfield University JCB University of Manchester Farmex
Members (4/5)	Ian Sumpter D J Massey R Simmons D M Henley	Member Eng Tech Member Eng Tech Member Member	Toro P Tuckwell Ltd Cranfield University Easton & Otley College
Associate Members (3/4)	S Murphy F Winter-Taylor A Cooke Kit Franklin	Associate Member Assoc Member EngTech Associate Member Associate Member	Oxford Lasers Ltd New Forest Farm Mach'y Cranfield University Harper Adams University
Associates (2)	M P Cullen M Maher	Associate Associate	Reaseheath College Poclain Hydraulics Ltd
Student/Pre-professional (2)	TBA TBA TBA TBA		Harper Adams University Harper Adams University Cranfield University Cranfield University
Co-opted members	G P Higginson D B Tinker P C H Miller TBC R Bailey C Butler Ellis J A McMorran	MIAgrE IEng Fellow CEng CEnv Hon Fellow FRAEng CEnv Member Fellow Member CEng	Harper Adams University Consultant DBT Harper Adams University AEA – Ex Officio Volunteering & CPD Forestry Civil Engineering

Council directs and manages the property and affairs of the Institution in accordance with the Articles of Association. It is the 'driving body' of the Institution and is elected to represent the whole membership. Council may delegate its powers to any Council member or appoint such committees as it thinks fit.

The provision of the Articles of Association on the election of members to Council are as follows:

- At least one of the ordinary members of Council in each grade shall retire at the end of each Session. In the grades where a proportion retire, it shall be those who have been longest in office since their election. When of equal seniority, the one or more to retire shall be selected by ballot unless those with equal seniority agree otherwise. Members of the Council who retire before having completed their three years' service may offer themselves for re-election. No person shall hold office as an ordinary member of Council for more than three years in succession.
- At least seven weeks before the Annual General Meeting each year, Council shall send to each corporate member and each Associate Member and each Associate entitled to vote, a list of duly qualified persons whom it nominates for election.
- Not later than fourteen days after issue of the Council's list, any two corporate members may nominate any other duly qualified person to fill any such vacancy by delivery of such nomination in writing to the Secretary, together with the written consent of such person to accept office if elected, but each such nominator shall be debarred from nominating any other person for the same election. Associate Members and Associates may exercise a similar right in respect of their own grades.

BY ORDER OF COUNCIL

A handwritten signature in black ink that reads "A.J. Taylor" with a horizontal line underneath.

Alastair J Taylor
Chief Executive & Secretary
9 February 2017