

IAHS Ltd Manager's Report to IAHS Bureau,

Covers period June 2017–March 2018

SUMMARY

This report reviews the activities of, and publications (*Hydrological Sciences Journal* – *HSJ*, and *PIAHS*) produced by IAHS since the Bureau meeting at the 2017 IAHS Scientific Assembly in Port Elizabeth, and the associated finance.

The IAHS2017 Scientific Assembly was successfully held in Port Elizabeth, South Africa, and attended by 230 delegates. During the Scientific Assembly the new IAHS initiative ‘Unsolved Problems in Hydrology’ was launched by the President, Günter Blöschl.

The partnership with Taylor & Francis (T&F) for *HSJ* continued successfully, and with the help of T&F a two-day *HSJ* Editorial Retreat was held at the beginning of the IAHS2017 Scientific Assembly. Copernicus published one *PIAHS* publication from the IAHS2017 Scientific Assembly and three others are in progress: one from Kovacs, Paris 2016; and two from the IAHS2017 Scientific. Book sales income continued to decline and all North American book sales are now in the IAHS Ltd accounts.

The IAHS membership increased to by 400 members to 7900, with 40% of members in financially disadvantaged countries. The IAHS membership was kept informed of IAHS activities, new publications, news and meetings via the eNews website facility and social media.

IAHS OFFICE

After the board meeting in February 2017, Helen Houghton-Carr (HHC) replaced Mike Acreman (MA) as Secretary to the board of IAHS Ltd.

At the start of 2017 the IAHS Ltd team comprised two part-time staff: Claire Lupton (CL) IAHS Executive Secretary and Frances Watkins (FW) *HSJ* Editorial Manager. Sara Rafferty (SR) joined in August 2017 as *HSJ* Editorial Assistant. The office continued to support the IAHS membership and Bureau in addition to conducting the book/journal publications business.

IAHS FINANCES

Inclusion of the finances of the IAHS Association in the IAHS Ltd accounts increased the amount of income and expenditure through the IAHS Ltd accounts but makes the Association finances more transparent. The accounts for 2017 are attached as Appendix A.

Income included the IUGG subvention and head fees/participant licence fees from conferences. The main income of IAHS Ltd remains the royalties received from T&F for *HSJ*. The increase in size of the journal from 12 to 16 issues in 2016 generated increased royalties in 2017. T&F also provide a donation towards editorial expenses.

The IAHS2017 Scientific Assembly was a great success. The LOC committee, under Denis Hughes, completed the accounts quickly and were able to repay the loan, the expenses of the Secretary General and agreed to use the remaining profit to fund a third volume of *PIAHS* from the conference.

At the IAHS Ltd meeting in 2017 the board decided to use some of the generated profit to support young hydrologists and hydrologists from financially disadvantaged countries. For the Scientific Assembly IAHS provided £8,000 to WaterNet to fund local hydrologists to attend the meeting and with the assistance of the LOC IAHS provided for the conference registration for 19 members and travel assistance to three. Support will continue in 2018 through third party groups such as WaterNet. IAHS were also able to contribute to the travel of some members through the support by the Secretary General.

All the expenses of the IAHS Officers are now processed in the IAHS Ltd accounts.

HYDROLOGICAL SCIENCES JOURNAL

Provided by Frances Watkins, *HSJ* Editorial Manager

- The partnership with Taylor and Francis (T&F) works well and the expertise and professionalism of the T&F team is appreciated. Their support with the ScholarOne Manuscripts (SIM) peer-review system during FW's time off work due to illness was invaluable, and the transition back to IAHS, coinciding with training SR as Editorial Assistant, was smooth.
- Opinion papers and other types of 'rapid communication' are given priority so that they are published in a much shorter time. Potentially high-impact papers are 'fast-tracked' where possible. A series of Panta Rhei Opinion Papers is being made free to view for a limited period of time and it they will be published as a Virtual Special Issue in due course.
- Authors have the option to pay a one-off Article Publishing Charge (APC) to T&F to make their paper open access immediately (Gold Open Access); otherwise access is via subscription or pay per view. All papers in volumes more than two years old automatically become open access.
- Promotion by free-to-view "featured articles" continues, with details disseminated in press releases and via IAHS social media. Featured articles are generally also included in the Tison Award shortlist.
- Tison Award papers are free to view, as are supplementary materials (e.g. datasets) to papers— attracting more citations.
- There was another increase in impact factor (IF) reported in June 2017 (ISI Journal Citation Report for 2016) (see Table 1). *HSJ* is now ranked 24/88 in the Water Resources category.
- T&F reported 410,488 full-text downloads in 2017 (cf. 347 248 in 2016, 340 941 in 2015).
- The average time between submission and first decision was 63 days, and between acceptance and publication of the final Version of Record online has been further reduced to 92 days (3 months).

Table 1 Current and 5-year impact factors in 2016 and recent years.

	2010	2011	2012	2013	2014	2015	2016
Impact factor	1.447	1.541	1.114	1.252	1.549	2.182	2.222
Five-year IF	1.891	1.934	1.720	1.937	1.864	2.156	2.372

- Attilio Castellarin (AC) was appointed Incoming Editor-in-Chief at the Port Elizabeth Bureau meeting with Demetris Koutsoyiannis (DK) as Outgoing Editor-in-Chief and Ross Woods (RW) as Co-editor (CE). DK retired at the end of December 2017 but continues to manage the manuscripts still assigned to him. Stacey Archfield (USGS) was appointed as the new CE in February 2018, bringing the total to three again.
- Nine new Associate editors (AEs) were invited at the end of 2017 to serve from 2018 onward, to fill the vacancies due to automatic retirement after 3 or 6 years. There are now 41 AEs in total; the annual total will increase to 42 at the end of this year.
- In the past 12 months, more than 500 new manuscripts were submitted. All submissions are routinely subjected to an originality check (using CrossRef software). About 10% are unsubmitted with a request to remove the similarity with other published work. Table 2 details submission/review statistics of submitted manuscripts.

Table 2 Statistics for submission/review of papers.

	2010	2011	2012	2013	2014	2015	2016	2017
New submissions	382	378	474	517	571	510	498	527
Revised papers	128	246	233	292	331	248	184	228
Accepted papers	–	128	109	176	173	114	99	126
Rejected papers	–	264	293	395	397	320	345	407
Acceptance rate	35%	48.5%	37%	44.6%	43.6%	35.6%	22%	24%
Submission to first decision	120 d	108 d	78 d	81 d*	81 d*	78 d*	69 d	61d

Production

- Accepted papers are checked for completeness by FW before being sent to T&F where they are published online (www.tandfonline.com/thsj) as author manuscripts (with a disclaimer); copy-edited and typeset proofs are checked by authors, and the corrected final Version of Record is then published online prior to being assigned to an issue.
- The 16 issues published in 2017 were slightly below the page target (approx. 3008 pages) as the backlog of accepted papers was cleared. The content has continued to increase year on year. Table 3 summarizes the number of scientific papers published annually in *HSJ* since 2012, and the page length of each volume. The first four issues of vol. 63 (2018) have been published; this comprises 676 pages (40 articles).

Table 3 Summary of number of papers published and extents of *HSJ* (2012–2017).

	2012 (vol. 57) 8 issues	2013 (vol. 58)	2014 (vol. 59) 12 issues	2015 (vol. 60)	2016 (vol. 61) 16 issues	2017 (vol. 62)
Papers	112	121	144	145	216	184
Total pp.	1696* + xvii	1823 + xxi	2222 + xxi	2218 + xxxii	2976	2762

Note: T&F introduced a new style, Interact, in 2014/15 (vol. 61 onward), with a condensed format to help clear the backlog. Vol. 62 is in the regular Interact format.

Special issues

There were no special issues published in 2017, although several are in planning for the future. The provisional titles are:

- Panta Rhei in China* (China, October 2017; ed. by Yangbo Chen).
- Data issues in Hydrology* (C. Cudennec et al.).
- Remote Sensing* (RSH Symposium 2018, Cordoba, Spain; Christopher Neale; Maria Jose Polo)

Panta Rhei papers

- A special series of *HSJ* Opinion Papers directly linked to Panta Rhei was launched in 2016, coordinated by associate editor Heidi Kreibich. The aim is to publish these through IAHS and other media to invite formal discussion in the form of comments and replies that will also be submitted to *HSJ*. The following papers have been published:

Kreibich, H., *et al.*, Editorial: Scientific debate of Panta Rhei research – how to advance our knowledge of changes in hydrology and society? *HSJ* 62 (3), 331–333.

Blume, T., *et al.*, The role of experimental work in hydrological science – insights from a community survey. *HSJ* 62 (3), 334–337.

Srinivasan, V., *et al.*, Prediction in a socio-hydrological world. *HSJ* 62 (3), 338–345.

Westerberg, I.K., *et al.*, Perceptual models of uncertainty for socio-hydrological systems: a flood risk change example. *HSJ* 62 (11), 1705–1713.

Liu, J., *et al.*, Challenges in operationalizing the water–energy–food nexus. *HSJ* 62 (11), 1714–1720.

Discussion papers on the above articles have been received and are in review. These will be published together with replies from the original authors. It is hoped to receive several more opinion papers in this series in 2018.

- One original article in the Panta Rhei series was published:
 - Carisi, F., *et al.*, Is anthropogenic land subsidence a possible driver of riverine flood-hazard dynamics? A case study in Ravenna, Italy. *HSJ* 62 (15), 2440–2455.
- Papers are clearly identifiable by the Panta Rhei logo, both in print and at TFO. It is planned to group them within a Virtual Special Issue at the *HSJ* website, to be promoted by T&F, and to make the papers free to view for a time if they are not yet open access.

COPERNICUS

In 2014 IAHS entered a framework agreement with Copernicus to produce the online Open Access PIAHS volume as one of 3 packages:

- Service Package A - Abstract and Programme Management which may include an Abstract Processing Charge
- Service Package B – Registration including the Participant Licence Fee (payable to IAHS)
- Service Package D – PIAHS volume (either pre- or post-published)

In the framework for a PIAHS volume for an IAHS conference the use of Packages A and B were considered mandatory. However, this has proved problematic for LOCs and over the years various combinations have been used. A meeting with Copernicus was held in Port Elizabeth to set some guidelines and IAHS plan to meet again with Copernicus in 2018.

Table 4 Summary of current PIAHS volumes

<p>2016 Kovacs Water-related SDGs implementation: Knowledge, data, indicators, tools & innovations A Mishra, A Amani, P van der Zaag, and C Cudennec Volume delayed until recently due to UNESCO issues with Copyright version</p>
<p>IAHS2017 Volume 1 – SOON TO BE PUBLISHED AS PIAHS VOLUME 377 Water security and the food-water-energy nexus: drivers, responses and feedbacks at local to global scales Barry Croke and Graham Jewitt</p>
<p>IAHS2017 Volume 2 – PUBLISHED AS PIAHS VOLUME 376 Water quality and sediment transport issues in surface water Gil Mahe Co-Conveners: Kate Heal , Akhilendra B. Gupta and Hafzullah Aksoy</p>
<p>IAHS2017 – Volume 3 funded by IAHS Understanding spatio-temporal variability of water resources and the implications for IWRM in the semi-arid east and southern Africa Hodson Makurira and colleagues</p>

The IAHS2017 Scientific Assembly will result in 3 volumes and the main stumbling block was the payment of the Abstract Processing Charge – using it reduced the liability on the organisers but was felt too inflexible for local scientists who were unable to pay by credit card. Overall, the collaboration was deemed to be successful. Although it would be ideal to make Package A (abstract and program management) and Package B (registration) mandatory it was recognised that this is not always possible due to tendering limitations.

Table 5 IAHS Conferences in 2018 with possible publications.

Date	Location	Publication
8-25 May 2018	RSHS' 18, Remote Sensing & Hydrology Symposium, ICRS-IAHS	Convener: Maria Jose Polo Package A and D
June 2018	Kovacs	Hydrology and heritage Christophe Cudennec
13-15 June 2018	8th IWRM Conference Beijing, China	Innovative water resources management – understanding and balancing interactions between humankind and nature Convener Prof. Zongxue Xu and colleagues abstract submission open
24-26 September 2018	STAHY 2018 Adelaide, South Australia	Convener: Dmitri Kavetski No PIAHS volume but Packages A&B will be used with APC

BOOK SALES and INCOME

Whilst no further print copies of Red Books are to be produced, publications continue to be promoted and sold through IAHS Ltd. The pdfs of the papers are being added to the IAHS website. As anticipated, book sales income in 2017 was down on previous years and has continued to decline. The Special Publication (Blue Book) figures are unusually large this year due to one large order.

Income from book sales from the UK in 2017 was approximately £3,000 and that from US £1,400.

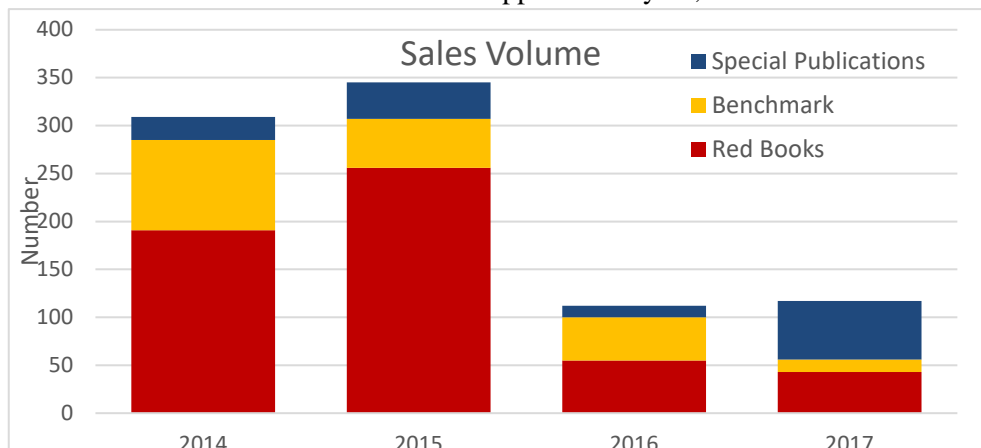


Figure 1 IAHS publication revenue.

Book Sales in North America

Dollar-priced IAHS publications are available at Amazon.com, Baker & Taylor and Barnes & Noble. The contract for warehousing and distribution with Publishers Storage and Shipping Corporation (PSSC, Fitchburg, Massachusetts) has continued and is a requirement of the sellers to have a US storage facility. All book sales are now handled through the IAHS Ltd office in Wallingford (which is now registered with the IRS) with the continued support of PSSC for storage, shipping and invoicing. The North American unit sales figures are smaller than those directly from the UK but the overheads are considerably higher.

Table 6 2017 Book sales.

	UK Sales		US Sales		
	#	Value £	#	Value \$	Value £ (£1=\$1.35029)
Red books	29	1845	16	1201	889
Special Publications (Blue books)	56	939	7	318	235
Benchmarks	8	254	5	319	236
	93	3038	28	1838	1361



Figure 2 IAHS publication revenue and volume in UK and N America

GENERAL MARKETING AND PROMOTION OF IAHS

Flyers and catalogues along with sample books were provided for display at the IAHS2017 Scientific Assembly meeting in Port Elizabeth, July 2017. IAHS staff (CL & CG) were available throughout the meeting to take book orders and promote the Association.

The IAHS website provides an online bookshop for the publications with payment through PayPal and credit card orders can be processed in the IAHS office.

UNSOLVED PROBLEMS IN HYDROLOGY INITIATIVE

The new UPH initiative was launched by IAHS President Günter Blöschl at the Scientific Assembly with the aim of identifying the 23 most important questions in hydrology. To facilitate this initiative a section was set up on the website, an IAHS YouTube channel was created and the discussion was hosted through a new IAHS LinkedIn Group lead by the Secretary General (CC). The initiative has been regularly promoted through eNews from the website and social media distribution.

WEBSITE

Website content has been provided by CL in collaboration with the Secretary General (CC). The eNews and calendar continue to be regularly updated. The Commissions area has been extended to enable all Commissions and Working parties access to their own pages to improve continuity of data. Both ICCE and ICWQ pages have been recently added to the website. The Panta Rhei Working Group third biennium page is now being managed by Giuliano Di Baldassarre. The MOXXI pages are managed by Flavia Tauro and a new CandHy section is managed by Fernando Nardi.

The IAHS social media links are being used to promote the UPH initiative, meetings, uploaded Red Books, and the open and free-to-view papers on *HSJ*.

The updating of pdfs of all papers rather than just abstracts continues and with the centenary of IUGG and IAHS approaching we are investigating the transfer of older image pdf files to searchable text pdfs.

MEMBERSHIP

The total IAHS membership increased to 7900 members by the end of March 2018, of which 40% were in financially-disadvantaged countries.

Note that UK and European data protection legislation is complied with in managing the membership database but we need to strengthen our policy this year due to new UK legislation.

Figure 3a shows the breakdown of membership per country for members joining during 2017 and Figure 3b shows the breakdown for the whole membership for the 30 countries with highest membership. Figure 4a shows the global coverage of the total IAHS membership with darker colour showing a larger number of members. Figure 4b shows the engagement with the @IAHS_AISH Twitter account



Figure 3a Number of new membership requests by country for the top 30 in 2017.

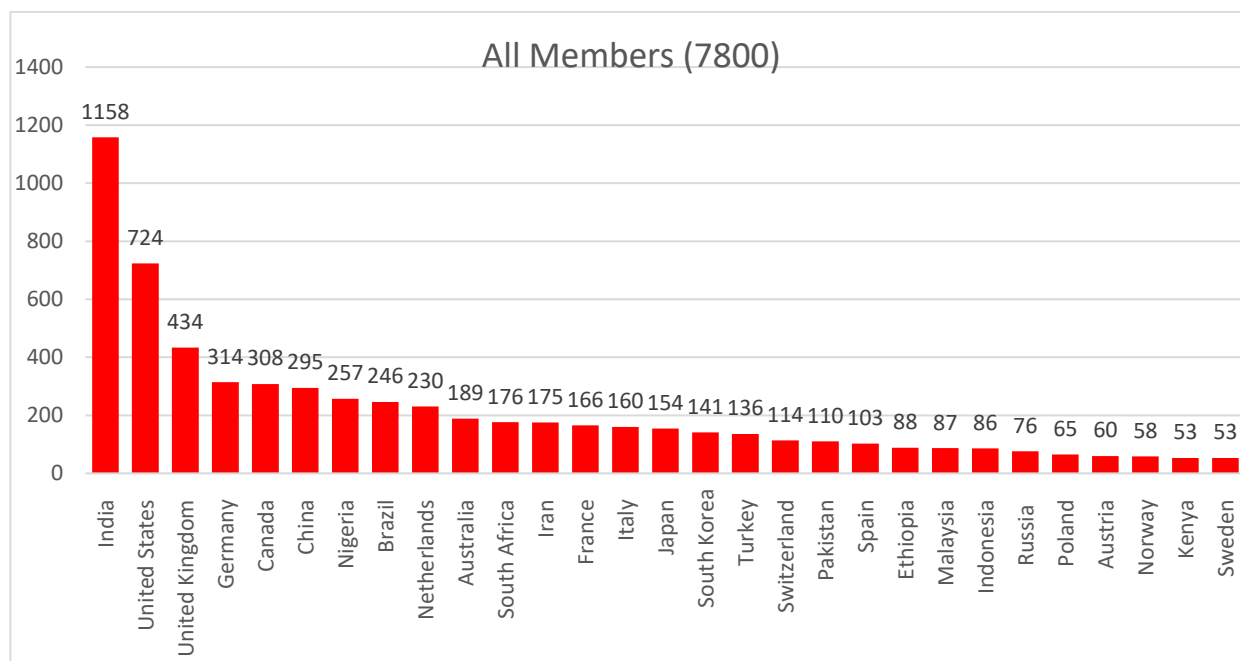


Figure 3b Total IAHS membership for countries for the top 30 by end of 2017.

FINANCE

The consolidation of all IAHS Association accounts in to the IAHS Ltd accounts is detailed in the report by the IAHS Treasurer.

Annual accounts for 2017 have been provided to Wenn Townsend, the IAHS Ltd accountants, for preparation of final reports to the Charities Commission and Companies House. Royalties from *HSJ* grew due to the size increase of the journal in 2017, but book sale income has continued to decline.

For the future, IAHS Ltd will have sufficient funds, earned as royalties from publishing *HSJ*, for staffing the office, look after the membership, support the IAHS Officers, and provide the necessary editorial support for the Editors, Associate Editors and authors of *HSJ*. We are committed to providing grants to hydrologists in financially disadvantaged countries as identified by the Secretary-General and plan to create a new travel fund.

The first quarter accounts for 2018 are currently being finalised.

OUTLOOK

All IAHS proceedings volumes (PIAHS) will continue to be produced by Copernicus as online open-access. Our publishing activities will therefore focus on *HSJ*. IAHS Ltd will continue to support the bureau with the Unsolved Problems in Hydrology initiative and with the upcoming General Assembly in Montreal in 2019.

March 2018



Figure 4a Total IAHS membership.

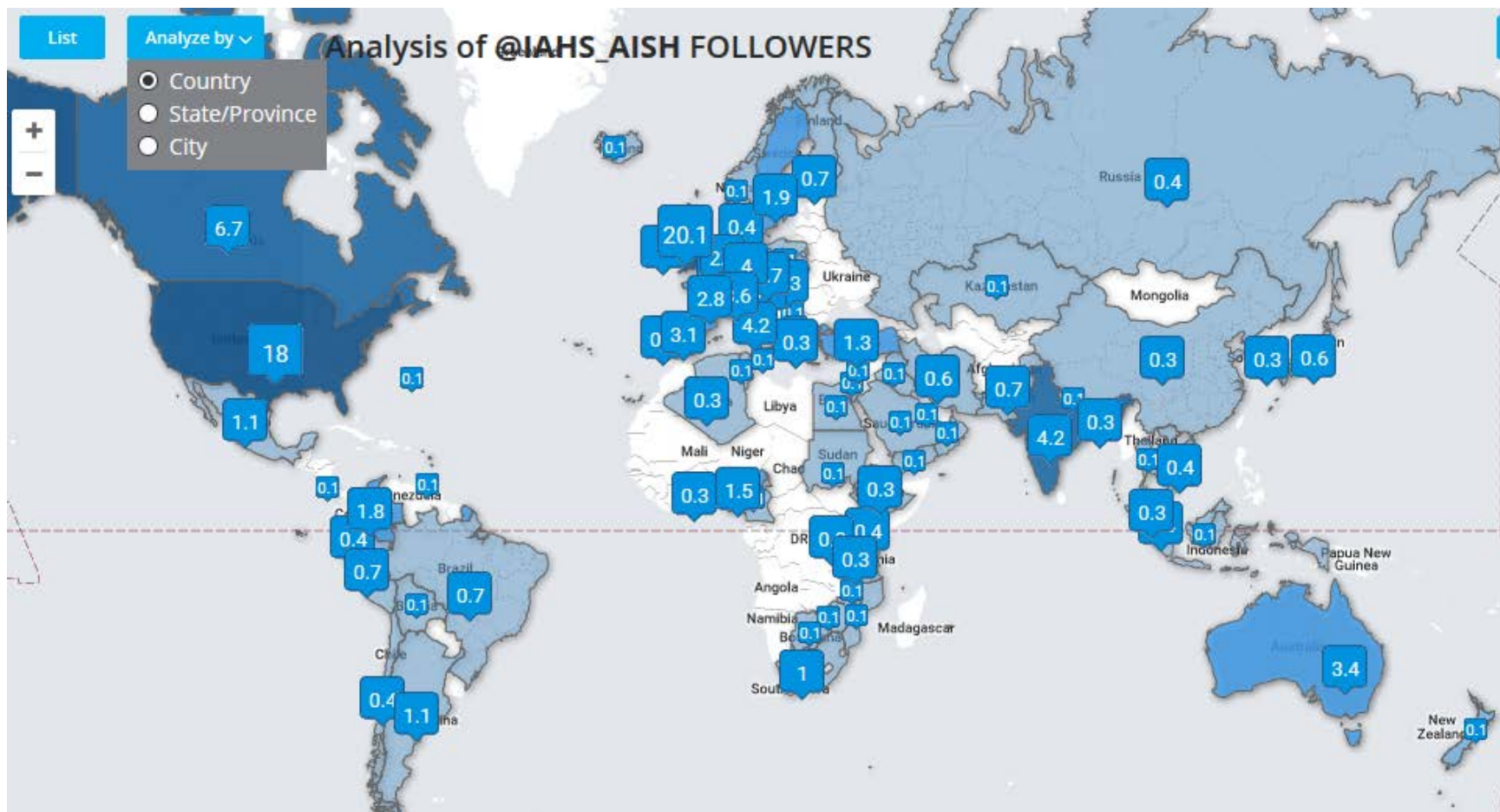


Figure 4b Twitter engagement with @IAHS_AISH account

Appendix 1: IAHS Ltd, Q4 Accounts, January–December 2017

IAHS Ltd changed accounting software packages during July 2017. All figures up to the end June 2017 are held in TAS. All new reports are produced using SAGE rather than TAS and will look slightly different. All account balances were carried over in to SAGE but all the history pre-July 2017 is still held in TAS and available if any information is required. The main advantage is that the currency account can be held in the software in euros rather than manually converted from sterling at each transaction. The figures shown in the balance sheet for the euro accounts (bank and petty cash) is the sterling equivalent calculated at the end of quarter (31 December 2017) exchange rate (£1=€1.12537). NB TAS displayed all nominal codes in the Profit and Loss and Balance sheets whereas Sage does not – for comparison with previous years I have also included the Trial Balance as this does show the nominal codes and can be used to cross reference if necessary. I have also included the 2016 figures for comparison.

All the opening balances (including stock value) are as given in the *Report to the Board and Financial Statements for 2016* – those final accounts for 2016 have been prepared by the Accountants and filed.

Note that the net stock value was reduced at the end of 2016 to approximately £5,000. This is because we are unlikely to realise much income from sales of the books we have in stock due to their age.

In the Profit & Loss statement the figures in the Budget column come from the Budget for 2017 as agreed at the February 2017 board meeting.

The Balance Sheet and Profit & Loss reports show that we had a surplus of approx. £75,000 at the end of the year.

The IAHS Office book sales income of approximately £3200 is lower than expected (we budgeted for £1000 per quarter) and comprised two large orders in Q1. The N American book sales are accounted separately and it is the case that the expense of PSSC to store and ship the books (4240 - N American sales) is more than the US sales income for 2017 – this situation needs to be discussed.

The Participant Licence (3150) is higher than expected as we only budgeted to receive the Stahy 2016 and Stahy2017 fees in 2017 but expected the IAHS2017 head fee to be paid after the end of the year. In fact the Stahy2016 fee was received in Q1 (£1124 - \$1410) and the IAHS2017 fee received in Q3 (£6403 - €7440). The Stahy2017 fee was received in October, Q4 (£880 - €990).

The success of IAHS2017 at Port Elizabeth meant that the LOC was able to repay the advance from IAHS Inc to IAHS Ltd of \$10,000, cover the expenses of the SG to attend the meeting and cover the cost of a 3rd volume of PIAHS.

The IAHS Bureau charges have now been separated in to two categories: (4425) IAHS Bureau includes costs such as those to the university of the Secretary General and (4430) the Expenses of Officers including advance payments.

BALANCE SHEET:

Fixed Assets

The values under the different headings look to be large, but represent additions and depreciations over the years. Additions include a new laptop and monitor for the office and older computers have been written off.

Current Assets

1600 Stock The net stock value

1610 IHP Silver medals – to be transferred to the Bureau at a rate of 2 per year. Currently 12 medals are in secure storage at Spink in London after 2 were released in June (Value of the silver medals - for accounting purposes = £280 each).

1700 Sales ledger This is the value of outstanding unpaid invoices.

1800/1810 Lloyds Bank Accounts 1 & 2 We had £103,000 cash in our two bank accounts. We will make plans to move some of this cash into a 90 day deposit account.

1900 Business Reserve Account 0.05% interest but instant access

1910 Lloyds FTD 1 Indicates the funds invested in fixed term deposits with Lloyds - £80K in a 1-year fixed term deposit that matured in February 2017 and was reinvested for 1 year along with the interest earned – 0.9% interest

1930 Lloyds 32 Day Deposit Account – a rolling deposit with notice – currently 0.57% interest (variable interest rate unlike FTD)

1940 Nationwide FTD Indicates the funds invested in a fixed term deposits with Nationwide, £70K in a 1-year fixed term deposit that matured in March 2017 and was reinvested for 1 year along with the interest earned – 0.65% interest

1970 Lloyds FTD 2 - £40,000 matures in August 2018 – 0.6% interest

1950 Euro currency Account – no interest – shows sterling equivalent value which is revalued at the end of every quarter to new exchange rate (the difference appears in 1951).

1960 Euro Petty Cash - shows sterling equivalent value which is revalued at the end of every quarter to new exchange rate (the difference appears in 1951).

Current Liabilities

2100 Purchase Ledger – money owing by IAHS on invoices

2300 VAT – VAT due for payment.

2400 National insurance and PAYE tax due on salaries.

2415 Pension contributions due for payment

2440 Accruals – currently the service charge due to CEH, 2nd 2017 instalment to institution of SG, copyediting fees to T&F, PIAHS IAHS volume 3 charges to Copernicus, Accountants fees and staff holiday carried forward (£842 not to be paid but taken as holiday).

Capital and Reserves

2700 P&L Account The surplus made in January to December 2017 (same as on Profit & Loss sheet)

2710 Profit Brought Forward Assets – Liabilities on the BS and is the equity.

2730 Restricted funds – Editorial Retreat funds (£10,000) used to cover the expense of the Retreat in PE was reallocated to 2710 for use – NB as this nominal code now has a zero balance it does not appear on the 2017 balance sheet but was on the 2016 balance sheet.

PROFIT & LOSS REPORT

Income

3050 Grants Receivable – IUGG money which was received in Q2 (\$31,594)

3055 Donations – the monies received from T&F for the Tison award (£500) and for editorial board support (£2305) in Q2. The advance due back from IAHS2017 LOC is included in the budget.

3150 Participant Licence – STAHY2016, STAHY2017 & IAHS2017 Head fee (NB the IAHS2017 amount was not in the 2017 budget).

3300 HSJ members' subscriptions for HSJ 62.

3330 HSJ Page charges – invoiced by us to authors for extra colour figures

3350 HSJ T&F royalties and Editorial fees paid by T&F. Note, T&F now pay £70K royalties in advance and the remainder due early the following year. We have received £52,051 as the balance for royalties for 2016 subscriptions/other sales of HSJ by T&F. £26,907 is to cover the 2017 Editorial office expenses.

3400 Book sales lower than expected even including the two large sales in Q1.

3410 N American book sales – Amazon etc. administered through PSSC paid directly to IAHS Ltd.

3450 PIAHS Page charges 3rd volume at IAHS2017 received from LOC

3700 Book Royalty Receipts from PLS

3750 International Transfer from IAHS2017 and is the return of the advance to cover the upfront expenses of the Scientific Assembly (was \$10,000 in 2016 from IAHS Inc). We had anticipated receiving this in 2018 and so it was not included in the budget for 2017.

7250 Bank Interest Receivable – larger than expected as the interest on one of the long term deposits was not re-invested on maturity.

Direct Expenses

4010 Cost of Sales – the base cost of books sold

4240 N American sales – mainly the cost of book storage and shipping from PSSC and Amazon US – note our account at PSSC had an opening balance of \$1800 from IAHS Inc 2016 which does not show in this cost.

4260 HSJ Co-Editor Expenses – Expenses paid to DK to attendance at conferences from 2015-2017 (minus expenses for the Editorial Retreat) – note all Editor expenses for Editorial Retreat are allocated to 4266

4264 T&F Editorial Assistance - Copyediting for 2017.

4266 Editorial Retreat – expenses for the retreat in Port Elizabeth. Includes expense payments to Editors and AEs.

4280 Copernicus Fees – cost of printing 2 copies each of PIAHS 372, 374, 375 for display purposes. The cost of 3rd PIAHS out of PE is included here as an accrual as we have the income in 3450 (waiting on invoice – approx. €3960 - £3523 estimated).

Operating Expenses

1951 Euro Acc exchange – the quarterly revaluation of the euro and euro petty cash accounts

4425 IAHS Bureau - invoice to the university of the SG two invoices of €6500. There is also an expense for VP Gia Destouni to attend the UN Water convention in Q1 (£408 equivalent) and the video for YouTube for Unsolved Problems in Hydrology initiative launch.

4430 IAHS Officers Expenses – allocation of direct expense payments to IAHS Officers (eg Serena Ceola) and advances to SG and President. NB this nominal code is new as previously all bureau and officer costs were combined in 4425 and does not allow for advances made by IAHS Inc at the end of 2016 prior to its closure.

4450 IAHS Website costs to Samui for website hosting and work to improve the website – we had budgeted for a major overhaul of the website but this is still pending.

5000 Staff salaries – the budget has been increased to include return to work for FW and provision for an Editorial Assistant for HSJ.

5030 Staff NI/PAYE – the budget appears high as we did not allow for a £3,000 allowance from HMRC to small businesses as it was not clear that this would continue for this year.

5060 Staff training – SAGE accounting software and onsite migration charge and Data Protection course.

5100 CEH Office Services – Wallingford office rent payable in arrears after the end of the year

5510 PC's – budget increased to include a new laptop for the IAHS office

5650 Courier Costs – shipment of publications to IAHS2017

5660 Registered Charity Donation – WaterNet for IAHS2017

5670 Grants to Participants – individual support as identified by WRC/SANCIAHS YS and the Secretary General for attendance at IAHS2017 or payment of registration direct to Copernicus.

5680 Bank Charges – higher than expected due to the large number of international transfers in support of grants and the expense reimbursement to AEs.

5685 Credit Card Charges – increased charges for international transactions – fees for payment transactions, payment receipts and renting the card terminal

6710 IAHS Staff Travel & Subsistence - This is mainly the cost of the flight and accommodation for CL for IAHS2017.

6711 IAHS Board Travel & Subsistence This includes the taxi and lodging costs for the IAHS Board meeting and the cost of the flight and accommodation for CG to IAHS2017.

6712 IAHS Editor expenses – NB was on 2016 P&L but has now been reallocated to IAHS Officer expenses (4430) to reduce confusion with HSJ editor expenses and has previously been used for Panta Rhei support.

6800 Advertising – for the role of Editorial Assistant

6970 Accountant's Fees for running payroll, advice and processing the annual accounts.

Date: 30/01/2018
Time: 13:08:16

I AHS Ltd
Balance Sheet

Page: 1

From: Month 1, January 2017
To: Month 12, December 2017

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Fixtures & Fittings Additions	13,595.17	13,595.17	
Fixtures & Fitting: Depreciation	(13,092.74)	(13,092.74)	
Computer Equipment: Additions	2,806.43	2,806.43	
Computer Equipment: Depreciation	(1,331.40)	(1,331.40)	
	1,977.46		1,977.46
Current Assets			
Stock	3,251.75	3,251.75	
IHP Silver Medals	3,360.00	3,360.00	
Sales Ledger Control	475.45	475.45	
Lloyds Bank Account 1	84,644.55	84,644.55	
Lloyds Bank Account 2	18,732.73	18,732.73	
Business Reserve Account	10,326.76	10,326.76	
Lloyds Fixed Term Investment 1	81,845.04	81,845.04	
Lloyds 32 Day Deposit	10,148.62	10,148.62	
Nationwide Fixed Term Deposit	70,835.40	70,835.40	
Lloyds Fixed Term Investment 2	40,119.01	40,119.01	
Euro Account	64,185.13	64,185.13	
Petty Cash Account	406.99	406.99	
	388,331.43		388,331.43
Current Liabilities			
Purchase Ledger Control	22.80	22.80	
VAT Control Account	62.64	62.64	
HMRC PAYE/NI Payable	447.40	447.40	
Staff Wages Payable (Net)	(0.10)	(0.10)	
Staff Pension	(18.23)	(18.23)	
Accruals	31,354.68	31,354.68	
	31,869.19		31,869.19
Current Assets less Current Liabilities:	356,462.24		356,462.24
Total Assets less Current Liabilities:	358,439.70		358,439.70
Capital & Reserves			
Profit Brought Forward	282,738.98	282,738.98	
P & L Account	75,700.72	75,700.72	
	358,439.70		358,439.70

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IAHS Ltd
Profit and Loss

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From: Month 1, January 2017
To: Month 12, December 2017

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>
Income		
Grants Receivable	23,853.18	23,853.18
Donations	7,176.66	7,176.66
Participant Licence	8,407.84	8,407.84
HSJ Mem Subs	237.00	237.00
HSJ page charges	3,000.00	3,000.00
HSJ T&F	148,959.15	148,959.15
Book Sales	3,206.85	3,206.85
N American Book Sales	1,717.66	1,717.66
PIAHS Page Charges	3,523.32	3,523.32
Book Royalty Receipts	482.68	482.68
International Transfer	7,564.46	7,564.46
Bank Interest Receivable	2,090.43	2,090.43
	210,219.23	210,219.23
Purchases		
	0.00	0.00
Direct Expenses		
Cost of Sales	1,748.25	1,748.25
HSJ subs and colour print	356.00	356.00
N American Sales	1,646.19	1,646.19
HSJ Co-Editors Expenses	4,168.12	4,168.12
T&F Editorial Assistance	6,534.70	6,534.70
Editorial Retreat	8,058.70	8,058.70
Copernicus Fees	3,681.52	3,681.52
	26,193.48	26,193.48
Gross Profit/(Loss):	<u>184,025.75</u>	<u>184,025.75</u>
Operating Expenses		
Euro Exchange rate difference	(1,057.86)	(1,057.86)
IAHS Bureau	15,097.85	15,097.85
IAHS Officers Expenses	8,317.78	8,317.78
IAHS Website	290.10	290.10
Staff Salaries	35,652.61	35,652.61
Staff Pension	242.66	242.66
Staff Employer PAYE/NIC	(613.14)	(613.14)
Staff Training	1,795.02	1,795.02
CEH Office Services	13,000.00	13,000.00
PCs, Software & Support	1,366.31	1,366.31
Courier Costs	165.46	165.46
Registered Charity Donations	8,000.00	8,000.00
Grants to Participants	14,016.90	14,016.90
Office Subscriptions	45.00	45.00

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IAHS Ltd
Profit and Loss

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From: Month 1, January 2017
To: Month 12, December 2017

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Bank Charges	610.72	610.72	
Credit Card Charges	569.21	569.21	
Trustee Insurance	663.40	663.40	
Employers/3rd Party Insurance	589.97	589.97	
General Expenses	50.00	50.00	
IAHS Staff Travel & Subsistence	2,470.83	2,470.83	
IAHS Board Travel & Subsistence	2,673.27	2,673.27	
Advertising	933.80	933.80	
Business Entertaining	252.60	252.60	
Professional Fees	120.00	120.00	
Accountant's Fees	3,065.68	3,065.68	
Bad debts	6.86	6.86	
	108,325.03	108,325.03	
Net Profit/(Loss):	<u>75,700.72</u>	<u>75,700.72</u>	

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IAHS Ltd

Comparative Profit and Loss Report

From: Month 1, January 2017
To: Month 12, December 2017

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>			<u>Year To Date</u>		
	<u>Actual</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget Variance</u>
Income						
Grants Receivable	23,853.18	20,540.00	3,313.18	23,853.18	20,540.00	3,313.18
Donations	7,176.66	10,705.00	(3,528.34)	7,176.66	10,705.00	(3,528.34)
Participant Licence	8,407.84	2,370.00	6,037.84	8,407.84	2,370.00	6,037.84
HSJ Mem Subs	237.00	168.00	69.00	237.00	168.00	69.00
HSJ page charges	3,000.00	300.00	2,700.00	3,000.00	300.00	2,700.00
HSJ T&F	148,959.15	148,000.00	959.15	148,959.15	148,000.00	959.15
Book Sales	3,206.85	4,000.00	(793.15)	3,206.85	4,000.00	(793.15)
N American Book Sales	1,717.66	2,000.00	(282.34)	1,717.66	2,000.00	(282.34)
PIAHS Page Charges	3,523.32	0.00	3,523.32	3,523.32	0.00	3,523.32
Book Royalty Receipts	482.68	200.00	282.68	482.68	200.00	282.68
International Transfer	7,564.46	0.00	7,564.46	7,564.46	0.00	7,564.46
Bank Interest Receivable	2,090.43	1,500.00	590.43	2,090.43	1,500.00	590.43
	<u>210,219.23</u>	<u>189,783.00</u>	<u>20,436.23</u>	<u>210,219.23</u>	<u>189,783.00</u>	<u>20,436.23</u>
Purchases						
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Direct Expenses						
Cost of Sales	1,748.25	0.00	(1,748.25)	1,748.25	0.00	(1,748.25)
HSJ subs and colour print	356.00	2,000.00	1,644.00	356.00	2,000.00	1,644.00
N American Sales	1,646.19	3,000.00	1,353.81	1,646.19	3,000.00	1,353.81
HSJ Co-Editors Expenses	4,168.12	9,000.00	4,831.88	4,168.12	9,000.00	4,831.88
T&F Editorial Assistance	6,534.70	10,000.00	3,465.30	6,534.70	10,000.00	3,465.30
Editorial Retreat	8,058.70	10,000.00	1,941.30	8,058.70	10,000.00	1,941.30
Copernicus Fees	3,681.52	0.00	(3,681.52)	3,681.52	0.00	(3,681.52)
	<u>26,193.48</u>	<u>34,000.00</u>	<u>7,806.52</u>	<u>26,193.48</u>	<u>34,000.00</u>	<u>7,806.52</u>
Gross Profit/(Loss):	184,025.75	155,783.00	28,242.75	184,025.75	155,783.00	28,242.75
Operating Expenses						
Euro Exchange rate difference	(1,057.86)	0.00	1,057.86	(1,057.86)	0.00	1,057.86
IAHS Bureau	15,097.85	19,850.00	4,752.15	15,097.85	19,850.00	4,752.15
IAHS Officers Expenses	8,317.78	20,400.00	12,082.22	8,317.78	20,400.00	12,082.22

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Comparative Profit and Loss Report

From: Month 1, January 2017
To: Month 12, December 2017

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	Period			Year To Date		
	Actual	Budget	Budget Variance	Actual	Budget	Budget Variance
IAHS Website	290.10	5,000.00	4,709.90	290.10	5,000.00	4,709.90
Staff Salaries	35,652.61	50,000.00	14,347.39	35,652.61	50,000.00	14,347.39
Staff Pension	242.66	500.00	257.34	242.66	500.00	257.34
Staff Employer PAYE/NIC	(613.14)	6,000.00	6,613.14	(613.14)	6,000.00	6,613.14
Staff Training	1,795.02	0.00	(1,795.02)	1,795.02	0.00	(1,795.02)
CEH Office Services	13,000.00	13,000.00	0.00	13,000.00	13,000.00	0.00
PCs, Software & Support	1,366.31	2,500.00	1,133.69	1,366.31	2,500.00	1,133.69
PC/Printer consumables	0.00	350.00	350.00	0.00	350.00	350.00
Courier Costs	165.46	100.00	(65.46)	165.46	100.00	(65.46)
Registered Charity Donations	8,000.00	8,000.00	0.00	8,000.00	8,000.00	0.00
Grants to Participants	14,016.90	11,850.00	(2,166.90)	14,016.90	11,850.00	(2,166.90)
Office Subscriptions	45.00	150.00	105.00	45.00	150.00	105.00
Bank Charges	610.72	200.00	(410.72)	610.72	200.00	(410.72)
Credit Card Charges	569.21	800.00	230.79	569.21	800.00	230.79
Trustee Insurance	663.40	660.00	(3.40)	663.40	660.00	(3.40)
Employers/3rd Party Insurance	589.97	500.00	(89.97)	589.97	500.00	(89.97)
General Expenses	50.00	200.00	150.00	50.00	200.00	150.00
IAHS Staff Travel & Subsistence	2,470.83	2,000.00	(470.83)	2,470.83	2,000.00	(470.83)
IAHS Board Travel & Subsistence	2,673.27	3,000.00	326.73	2,673.27	3,000.00	326.73
Advertising	933.80	0.00	(933.80)	933.80	0.00	(933.80)
Business Entertaining	252.60	1,200.00	947.40	252.60	1,200.00	947.40
Professional Fees	120.00	0.00	(120.00)	120.00	0.00	(120.00)
Accountant's Fees	3,065.68	2,000.00	(1,065.68)	3,065.68	2,000.00	(1,065.68)
Bad debts	6.86	0.00	(6.86)	6.86	0.00	(6.86)
	<u>108,325.03</u>	<u>148,260.00</u>	<u>39,934.97</u>	<u>108,325.03</u>	<u>148,260.00</u>	<u>39,934.97</u>
Net Profit/(Loss):	75,700.72	7,523.00	68,177.72	75,700.72	7,523.00	68,177.72