



RTPI

mediation of space · making of place

Report and Accounts

31 December 2010

**Annual General Meeting
19 October 2011**

Registered Charity No: 262865

Registered Charity in Scotland No: SC037841

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Annual Report of the Trustees for the year ended 31 December 2010

The Trustees of the Royal Town Planning Institute are pleased to present their Report for the year ended 31 December 2010.

Reference and administrative details

Royal Town Planning Institute (RTPI) is a charity, registered in England and Wales (Charity number: 262865).

RTPI is also registered in Scotland (Charity number: SC 037841).

The principal and registered office of the Institute is:
41 Botolph Lane, London EC3R 8DL

Trustees

President 2011:	Richard Summers
President 2010:	Ann Skippers
President 2009:	Martin Willey (retired 31 December 2010)
Senior Vice President 2011:	Colin Haylock
Junior Vice President 2011:	Peter Geraghty
Honorary Treasurer:	Vincent Goodstadt
Honorary Solicitor and Secretary:	Peter Wilbraham
Elected Trustees for 2011 - 2012:	Vincent Goodstadt Graham Stallwood
Elected Trustees for 2010 - 2011:	Donald Alder Michael Hayes Sara Parkinson Leonora Rozee
Elected Trustees for 2009 - 2010:	Janice Morphet (retired 31 December 2010) Mark Southgate (retired 31 December 2010) Andrew Taylor (re-appointed 1 January 2011)
Co-opted by the Board 2010 - 2011:	Janet O'Neill
Appointed by Regions 2010 - 2011:	Cath Ranson

Senior staff at April 2011:

Chief Executive	Trudi Elliott
Managing Director	Sara Drake
Director of Professional Services	Sue Percy

Other relevant organisations:

The Institute's bankers are:

HSBC Bank plc, 117 Great Portland Street, London W1

The Institute's auditor is:

Chantrey Vellacott DFK LLP, Russell Square House,
10 - 12 Russell Square, London WC1B 5LF

The Institute's solicitors are:

Bates Wells and Braithwaite, 2 - 6 Cannon Street, London EC4M 6YH

Annual Report of the Trustees for the year ended 31 December 2010 *(continued)*

Structure, governance and management

RTPI is a body politic and corporate established in 1914 and granted a Royal Charter in 1959 as amended by a Supplemental Charter granted in 1971 and by orders in Council from 1982 to 2001. The Royal Charter was comprehensively updated by a Supplemental Charter granted in 2003.

Trustees are elected by the General Assembly, Regions and Corporate Members. Corporate Members with at least two years' membership of the General Assembly are eligible to stand for election as Junior Vice President, elected by Corporate Members. Once Junior Vice President, the Trustee moves forward at the start of each subsequent year to become Senior Vice President, President and Immediate Past President. Members of the General Assembly elect three Trustees each year to serve for a two year period and also a young planner from those nominated by the young planners for a two year period each alternate year. All Corporate Members may stand for election and retiring Trustees can re-stand subject to a time limit of no more than six consecutive years. Those members appointed to the General Assembly by the Regional Management Boards appoint one of their number to serve a two year term as a Trustee.

The General Assembly comprises the following representatives, all elected following a call for candidates published to all members: 28 Fellow and Members; 2 Legal Members or Legal Associates; 2 Technical Members; 6 Student Members or Licentiates; one representative from each Region in England, 2 from RTPI Cymru (Wales), 2 from the Branch in Ireland, 2 from RTPI in Scotland. In addition the Trustees appoint 2 Honorary Members and a representative of the Associations.

RTPI Services Limited, which is a wholly owned subsidiary of RTPI, has continuing contracts with Haymarket for the receipt of commission on advertising revenue from the RTPI magazine "Planning" and Kaplan Hawksmere for commission on running the RTPI Conferences seminar series and the Planning Convention.

The taxable profits of the company of £128k (2009 £120k) were transferred to the Institute under Gift Aid.

More information on the results of RTPI Services Limited is given in note 13 of the notes to the financial statements.

Risk review

The Trustees have identified and kept under review the major risks to which the Royal Town Planning Institute is exposed and continue to improve the management controls and systems to manage those risks. The risks are reviewed by the staff of the Institute and the Trustees on an ongoing basis and the risk register updated accordingly.

Volunteers

The Institute has carried out its activities through volunteers in Planning Aid, voluntary activities of members in Regions, Networks, Associations, chapters, panels and committees and its paid staff.

The Trustees wish to thank all these volunteers for their contributions to the Institute during 2010.

Objectives and activities

The objects of the Chartered Institute, as incorporated in the Supplemental Charter 2003, are to advance the science and art of

planning (including town and country and spatial planning) for the benefit of the public.

The Trustees have referred to the Charity Commission's general guidance on public benefit when reviewing the Institute's aims and objectives and when planning future activities.

Key objectives during the year have been:

Developing and shaping policy and practice

- Influence and shaping of national planning policy and engaging with the incoming government
- Extended provision of new practice guidance, and signposting existing published guidance

Developing knowledge and raising standards

- Further development of RTPI's accreditation of planning courses and the Lifelong Learning Strategy
- Facilitation of member access to high quality educational tools and materials
- Building on the RTPI's global Research profile, including taking the lead on the ESPON Intrastrat project

Delivering services for and supporting members

- Improved access to member services and information
- Development and growth of delivery of member services through the regions
- Increase in member engagement in the Nations

Prioritising membership and attracting new members

- Undertake Membership Review, encompassing eligibility, routes to membership and member services and benefits
- Growing RTPI membership numbers, and ensuring a broader demographic profile

Effective governance

- Review and strengthening of RTPI corporate governance structures
- Increased opportunities for more members to engage actively with the Institute through the regional and national governance structures

Efficient and effective business practices

- Maintain the strength of the RTPI balance sheet and manage reserves to policy levels
- Enhancement and integration of systems and processes across the major RTPI business systems

Empowering communities

- Secure the future and funding of Planning Aid within the RTPI framework
- Delivery of CLG sponsored Planning Aid programme in England, and meeting our service delivery commitments

Achievements and performance

Despite the challenging economic climate membership of RTPI continues to grow and reached a record 23,156 in early December. During the year we have elected 657 Licentiates and 514 new Chartered members. Network membership levels stand at 7,745. We have undertaken useful analysis of our membership profile which will help determine key areas of development in 2011. Work has progressed on the introduction of additional membership classes. The Planners in the Workplace team has continued

Annual Report of the Trustees for the year ended 31 December 2010 *(continued)*

to provide advice on workplace issues and recession support guidance. Member feedback indicates the growing importance of this valuable service.

In an election year, and with the formation of the new Coalition government, RTPI has been more active than ever in developing its political engagement and policy work. The RTPI manifesto for England was published in advance of the election, and manifestos for RTPI Scotland and RTPI Cymru will follow in their 2011 election year. We have been represented before Select Committees, submitted responses to numerous consultations in each of the Nations and worked with more than thirty related national organisations on aspects of the new government's agenda. Throughout the year we have secured very good access to ministers and were able to facilitate early visits to examples of good planning practice for the new Minister for Decentralisation when he took office.

RTPI's Communications and Policy Teams have provided wide ranging coverage around the Comprehensive Spending Review and on publication of the Government's Localism Bill, providing members with timely information on the implications and opportunities to engage with our member consultation process.

The work of the Education and Lifelong Learning team has resulted in the accreditation of a number of new degree programmes at the University of Plymouth and internationally at the Universities of Cape Town and Botswana. A CPD audit of 400 members was conducted and recorded that the average number of recorded CPD hours is well in excess of the requirement. The team has finalised work on developing the route to take members from associate to chartered membership and this is now being piloted.

In 2010 we marked the 80th anniversary of the founding of RTPI Scotland with a Reception at the Scottish Parliament attended by the Minister for Transport, Infrastructure and Climate Change. The Institute responded to a number of key consultations such as resources for planning, marine planning, and the first Land Use Strategy for Scotland. Preparation began for the launching of RTPI Scotland's Manifesto for Planning, in readiness for the elections in 2011.

RTPI Cymru celebrated ten years of organisation on a single branch basis; the Wales Planning Conference saw its third successful year which focused this year on the role of planning in place making. In looking forward to the elections of the National Assembly for Wales in 2011, RTPI Cymru organised two debates to discuss key issues for planners and planning in Wales, which informed the direction of its Manifesto. These debates will now form a regular part of the RTPI calendar.

In the Republic of Ireland, the RTPI organised a major seminar on the Planning and Development 2010 (Amendment) Act, with speakers including the Principal Planning Officer from the Department of Environment and Local Government. This is a major piece of legislation, and the first major amendment to the principal act in more than a decade.

In Northern Ireland, although the previously announced reform of the planning system and the Review of Public Administration have yet to materialise, RTPI has continued to monitor the impact of public sector cuts on the planning profession.

On the international front RTPI has participated in a number of events including the World Urban Forum in Rio de Janeiro, the APA and CIP. RTPI's nominee, Clive Harridge, was confirmed as the new Secretary General of the Commonwealth Association of Planners, succeeding Cliff Hague. Timely disaster response advice was

provided for RTPI members wishing to offer support following the Haiti disaster. RTPI's research team was successful in its bid to lead the important ESPON Interstrat project targeting strategic spatial planners.

RTPI has delivered several particularly successful conferences including the Young Planners Conference in Cardiff and the 2010 Planning Convention at which the new Minister for Decentralisation gave his first major address. The latter event also incorporated the annual Parliamentary reception. Other ministers have spoken at several RTPI events including the RTPI Planning Awards and our very successful Fringe events at the Conservative Party conference. RTPI's Regions, Nations and Networks continue to provide low cost activities and training for the benefit of members, the majority of these are offered at less than £100 and 25% of events are free to members.

RTPI Services Ltd's revenues have been hard hit during the recession and its relationships with commercial partners have developed in the context of a particularly challenging market. From January 2011 Planning magazine has been published in a new expanded format on a fortnightly basis. The digital version of the magazine has been welcomed and member take up continues to grow.

The work of Planning Aid continued to attract widespread support, a growing number of volunteers (1300) and secured more than thirty Parliamentary sponsors with strong cross party support. In December the Government announced that grant funding for the Planning Aid service in England would cease on 31 March 2011. RTPI will continue to work with the Government and others to explore funding options and secure a future for the Planning Aid service.

A new CEO, Trudi Elliott, was appointed by the Trustees in November and took up her post in January 2011. A new Director for RTPI Scotland, Craig McLaren, also took up his post at the end of January 2011.

Financial review

The financial statements have been prepared in accordance with the Statement of Recommended Practice on Accounting and Reporting by Charities (issued March 2005). The statement of financial activities shows an increase in general and designated reserves of £506k (2009 decrease £129k).

Total incoming resources decreased by £323k (3%) compared to 2009, primarily as a result of the reduction in grant funding to Planning Aid from the Department of Communities and Local Government from £4.1 million to £3.6 million for the year ended 31 March 2011. Subscription income decreased by 1% compared to 2009 despite an increase in membership numbers, as a consequence of an increase in the number of members on reduced subscriptions and an increase in the number of retired members. Commercial income, reported under "Support for Members" in the Statement of Financial Activities, showed little increase over 2009, with the depressed recruitment advertising market showing no improvement in 2010.

Resources expended reduced by £693k (7%) compared to 2009 following the implementation of a cost control programme, with the aim of reducing non-essential spend, for example in the areas of travel or use of consultants. The Trustees recognise the challenges posed by the faltering UK economy and cuts in public expenditure, and wish to ensure that the Institute's cost base is sustainable in the face of flat or declining income streams.

Annual Report of the Trustees for the year ended 31 December 2010 *(continued)*

In February 2011 the Institute agreed a deficit repayment schedule with the administrators of the defined benefit pension scheme, following an actuarial valuation of the scheme based on revised financial assumptions (see note 4.II on page 16). The Institute will make annual deficit repayments of £149k commencing in 2011, rising to £324k in 2013/14, the year of the next valuation.

Note 1 to the financial statements on page 11 gives more information on the relationships between the companies and trusts with which the Institute is connected.

Reserves policy

The Trustees have reviewed the reserves of the Institute.

The Trustees have agreed that any accumulated reserves of the Regions should be designated. The Regions provide the local membership support, learning opportunities and engagement with Regional planning policy of the Institute.

The majority of reserves are invested in fixed assets, mainly in the freehold property in London used for the charitable activities of the Institute. A separate designated reserve has been created equal to the net book value of fixed assets not financed by restricted funds or other designated reserves.

Also included in designated reserves are two funds set aside for specific purposes:

Property and maintenance £200k (2009 £400k): this sum has been set aside to fund major repairs to property or related plant and equipment as well as potentially acquiring new premises or facilitating the sale of existing freehold or leasehold properties. In 2010 the Trustees decided to reduce this reserve by £200k.

Information and Communications Technology Development £200k (2009 £0k); this sum has been set aside to fund the development of information systems and infrastructure.

Research £100k (2009 £100k): this sum has not been required in 2010 for research projects requiring matched funding as such funding has been available within the general fund. The Trustees have decided to retain this separate fund to give them the flexibility for future research projects as they arise.

Restricted funds are those received for specific purposes – the most significant being the provision of free and independent planning advice through the service known as Planning Aid.

The Trustees' policy is to maintain free reserves at a level equivalent 6 months' staff costs to safeguard the continued provision of services. The free reserves of the Institute are £2,311k (2009 £1,734k), which represents 6.0 months' staff costs.

Plans for future periods

The Institute will continue to organise its operational priorities around the key objectives outlined in the Corporate Strategy published in 2010, and with particular focus on:

- Political engagement, and the development of a response and engagement strategy regarding the Localism Bill
- Implementation of the proposals for strengthening the Institute's governance structure and process
- Development of a simplified and sustainable membership subscription framework
- Re-structuring the Planning Aid service in England, and establishing a sustainable business model for the future
- Providing support for planners and the planning profession at a time of cutbacks in public expenditure and services

- Enhancing the RTPI's offering to members for lifelong learning and CPD
- Development and enhancement of critical information systems, including the membership system and the website
- Development of the membership class structure, aligned with an enhanced member benefits framework
- Accreditation of further university planning courses, and increasing student membership
- Delivery of high profile events to promote planning, including the Planning Convention, the "Planning" Awards, and national conferences

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales and Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to :

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and the group and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Charity's constitution. They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

Chantrey Vellacott DFK LLP was re-appointed auditor at the Annual General Meeting held on 13 October 2010 and has indicated a willingness to continue in office, subject to re-appointment at the Annual General Meeting.

Approved by the Trustees on 11 May 2011 and signed on their behalf by:



Richard Summers – President

Independent Auditor's Report to the Trustees of The Royal Town Planning Institute (RTPI)

We have audited the financial statements of RTPI for the year ended 31 December 2010 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Charity Balance Sheets, Consolidated cashflow statement and the related notes. 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).

This report is made solely to the trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act and also in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditor

As explained more fully in the Trustees' Responsibilities Statement (set out on page 5), the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under that Act. 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 (APB'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 group's and charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report of the Trustees to identify material inconsistencies with the audited financial statements. 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 group's and charity's affairs as at 31 December 2010 and of the group's incoming resources and application of resources, for the year then ended
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 1993 and the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 and the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Annual Report of the Trustees is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

CHANTREY VELLACOTT DFK LLP
Chartered Accountants and Statutory Auditor
LONDON
11 May 2011

Chantrey Vellacott DFK LLP

Chantrey Vellacott DFK LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006



Consolidated Statement of Financial Activities for the year ended 31 December 2010

	General Fund £000	Designated Funds £000	Restricted Funds £000	Total 2010 £000	Total 2009 £000
Incoming resources					
Incoming resources from generated funds					
Membership subscriptions and fees	4,330	-	-	4,330	4,374
Grants towards promotion of spatial planning and membership	-	-	340	340	147
Support for members	377	315	-	692	924
Planning Aid	-	-	3,709	3,709	3,999
Bank deposit interest	78	-	-	78	28
Total incoming resources	4,785	315	4,049	9,149	9,472
Resources expended					
Charitable expenditure					
Support for members and promotion of membership of the Institute	2,778	550	48	3,376	4,208
Promotion of spatial planning	1,132	-	287	1,419	1,216
Planning Aid	-	-	3,853	3,853	3,876
Total charitable expenditure	3,910	550	4,188	8,648	9,300
Governance					
Governance costs	134	-	-	134	175
Total resources expended	4,044	550	4,188	8,782	9,475
Net incoming/(outgoing) resources before transfers	741	(235)	(139)	367	(3)
Transfers between funds	(164)	164	-	-	-
Net incoming/(outgoing) resources for the year being net movement in funds	577	(71)	(139)	367	(3)
Fund balances at 1 January	1,734	2,719	631	5,084	5,087
Fund balances at 31 December	2,311	2,648	492	5,451	5,084

All income arises from the continuing activities of the Institute and subsidiary companies.

The Institute has no recognised gains or losses other than those dealt with in the Statement of Financial Activities.

The notes on pages 10 to 17 form part of these accounts.

Charity and Consolidated Balance Sheets as at 31 December 2010

	Notes	Charity		Consolidated	
		2010 £000	2009 £000	2010 £000	2009 £000
Fixed Assets					
Tangible fixed assets	7	1,980	2,060	1,980	2,060
Investments	8	3	3	2	2
		<u>1,983</u>	<u>2,063</u>	<u>1,982</u>	<u>2,062</u>
Current Assets					
Debtors	9	542	230	452	222
Short term deposits		3,942	4,166	3,942	4,166
Bank balances and cash in hand		521	345	681	410
		<u>5,005</u>	<u>4,741</u>	<u>5,075</u>	<u>4,798</u>
Creditors					
Amounts falling due within one year	10	<u>1,547</u>	<u>1,730</u>	<u>1,606</u>	<u>1,776</u>
Net Current Assets		<u>3,458</u>	<u>3,011</u>	<u>3,469</u>	<u>3,022</u>
Net Assets	12	<u>5,441</u>	<u>5,074</u>	<u>5,451</u>	<u>5,084</u>
Funds					
General		2,301	1,724	2,311	1,734
Designated	11	2,648	2,719	2,648	2,719
Restricted	12	492	631	492	631
		<u>5,441</u>	<u>5,074</u>	<u>5,451</u>	<u>5,084</u>

These financial statements were approved by the Board of Trustees and authorised for issue on 11 May 2011 and were signed on its behalf by:



Richard Summers – President.

The notes on pages 10 to 17 form part of these accounts.

**Consolidated Cash Flow Statement for the year ended 31 December 2010**

	2010	2009
Note	£000	£000
Net cash inflow from operating activities	a 55	179
Return on investments	27	28
Capital expenditure and financial investments	b (35)	(19)
Increase in cash	c 47	188
Cash at bank and in hand 1 January	4,576	4,388
Cash at bank and in hand 31 December	<u>4,623</u>	<u>4,576</u>

Notes To The Cash Flow Statement

a Reconciliation of net incoming/(outgoing) resources to net cash inflow from operating activities	2010	2009	
	£000	£000	
Net (incoming)/outgoing resources before transfers	367	(3)	
Depreciation	115	97	
Bank interest	(78)	(28)	
(Increase)/Decrease in debtors	(179)	30	
Increase/(Decrease) in creditors	(170)	83	
Net cash inflow from operating activities	<u>55</u>	<u>179</u>	
b Capital expenditure and financial investments	2010	2009	
	£000	£000	
Payments to acquire tangible fixed assets	(35)	(19)	
c Analysis of changes in cash	2009	Cash flow	2010
	£000	£000	£000
Short term deposits	4,166	(224)	3,942
Bank balances and cash in hand	410	271	681
	<u>4,576</u>	<u>47</u>	<u>4,623</u>

Notes to the Financial Statements for the year ended 31 December 2010

1 Structure and basis of consolidation

- a** The accounts of The Royal Town Planning Institute have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" (published in March 2005), the Charities Act 1993, the Charities and Trustee Investment (Scotland) Act 2005, and applicable accounting standards. The accounts are prepared under the Historical Cost convention with the exception of investments which are included at market value.
- b** The Royal Town Planning Institute is a non profit making body and a registered charity (No 262865), also a registered charity in Scotland (SC037841).
- c** RTPI Services Limited (Company No 2463662 registered in England) is the wholly owned subsidiary of The Royal Town Planning Institute and its accounts have been consolidated, on a line by line basis, in the Institute's accounts. The principal activities of the company (providing planning conferences, and the publication and distribution of planning books and magazines) are sub contracted to third parties in return for royalty payments.
- d** Scottish Town Planning Institute (Company No 145741 registered in Scotland) is a wholly owned subsidiary of RTPI Services Ltd. This company is limited by guarantee and was dormant for 2009 and 2010.
- e** RTPI Services ITA Limited (Company No 5018796 registered in England) is a wholly owned subsidiary of RTPI Services Ltd. This company is limited by shares and was dormant in 2009 and 2010.
- f** The Town and Country Planning Summer School is a separate charity (No 1059322) and company limited by guarantee (Company No 3242722 registered in England). The Trustees of the Institute appoint half the members. The accounts of The Town and Country Planning Summer School have not been consolidated as the control of the charitable company is separate from that of RTPI.
- g** The National Council for Housing and Planning is a separate charity (No 252002) and company limited by guarantee (Company 496385 registered in England). The Trustees of the Institute appoint the Trustees of the National Council. The charitable company was dormant in 2009 and 2010, following the merger of its business (previously trading under the name "ROOM") with the Institute in 2002.
- h** The RTPI Trust is a benevolent fund for the benefit of planners. The Trust was established by a Trust Deed dated 25 April 1994 and is a registered charity (No 1041078). Although a majority of its Trustees are Past Presidents of the Institute, the accounts have not been consolidated as the objects of the Trust are considered dissimilar and the management independent of the Institute.

- i** Planning Aid Trust, a company limited by guarantee (Company No 4259433 registered in England) is registered as a charity (No 1092185). The accounts of Planning Aid Trust have not been consolidated as management of the Trust is independent of the Institute.
- j** No separate Statement of Financial Activities or income and expenditure account has been presented for the charity alone as permitted by section 408 of the Companies Act 2006 and paragraph 397 of the 2005 Charities SORP. The charity had total incoming resources in the year of £9,094k (2009: £9,296k) and total resources expended of £8,718k (2009: £9,299k) giving net income for the year of £376k (2009: net expense £3k), being the net movement in funds.

2 Accounting policies

- a** Fund accounting
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for specific purposes. Further details are given in the notes to the financial statements.
- b** Fixed assets
All assets are capitalised where the useful life is expected to exceed 2 years and the cost is over £500.
Depreciation is charged on a straight line basis at a rate which will write off the cost of the assets over their useful life. The depreciation rates charged are as follows:
- | Asset class | Depreciation rate |
|------------------------------------|-------------------|
| Freehold property excluding land | 2% |
| Refurbishment of freehold property | 4% |
| Plant and machinery | 10% |
| Office equipment and furniture | 20% |
| Computer equipment | 33.33% |
| Planning Aid items under £1,000 | 100% |
- c** Taxation
The Royal Town Planning Institute is a registered charity and as such exemption applies to income arising and expended on its charitable activities. It is also registered for VAT and is subject to partial exemption rules.
- d** Operating leases are charged to the Statement of Financial Activities over the period of the lease.
- e** Investments are valued at mid-market price ruling on the balance sheet date which gives rise to unrealised gains

and losses which are included in the Statement of Financial Activities. Realised gains and losses are separately identified in the Statement of Financial Activities.

- f** Pension costs
Details of the pension schemes operated for the Institute are given in note 4.
Defined Contribution Schemes - pension costs charged in the financial statements represent contributions payable by the Institute during the year.
Defined Benefit Scheme - pension costs charged in the financial statements represent contributions payable by the Institute during the year. The rate is calculated in accordance with the recommendations of qualified actuaries.
Group Personal Pension Plan - pension costs charged in the financial statements represent contributions payable by the Institute during the year.
- g** Incoming resources
Incoming resources are included in the Statement of Financial Activities when the Institute is legally entitled to the income and the amount can be quantified with reasonable accuracy.
Member subscriptions are recognised in the calendar year to which they relate. Amounts received in advance for future periods are deferred.
Grants are recognised in the period to which they relate as specified by the funder. Where usage is restricted, such as the Planning Aid grant from the Department of Communities and Local Government (CLG), they are credited to a restricted fund.
Bank deposit interest is stated on a receivable basis.
Other income includes administration fees and other rechargeable activities undertaken by the Institute and its subsidiary companies.
- h** Resources expended
Expenditure is recognised on an accruals basis and includes irrecoverable VAT.
Charitable expenditure includes the direct costs of pursuing the objectives of the Institute together with an allocation of overheads. Governance costs include the direct costs of the office of the Secretary General and Managing Director, an appropriate allocation of central overheads (where these relate to the strategic work of the Institute) and the direct costs of compliance with statutory requirements.
- i** Regional activities
Income and expenditure related to Regional activities are included in these financial statements and brought in as designated funds and reported as such in the Statement of Financial Activities.

Notes to the Financial Statements for the year ended 31 December 2010 *(continued)*

3 Total resources expended

	People related costs £000	Other costs £000	Total 2010 £000	Total 2009 £000
Charitable expenditure				
Support for members and promotion of membership of the Institute				
Direct costs	1,353	1,012	2,365	2,945
Allocation of overheads	647	364	1,011	1,263
	<u>2,000</u>	<u>1,376</u>	<u>3,376</u>	<u>4,208</u>
Promotion of spatial planning				
Direct costs	625	303	928	782
Allocation of overheads	314	177	491	434
	<u>939</u>	<u>480</u>	<u>1,419</u>	<u>1,216</u>
Planning Aid				
Direct costs	2,021	1,274	3,295	3,316
Allocation of overheads	-	558	558	560
	<u>2,021</u>	<u>1,832</u>	<u>3,853</u>	<u>3,876</u>
Total charitable expenditure	<u>4,960</u>	<u>3,688</u>	<u>8,648</u>	<u>9,300</u>
Governance				
Direct costs	41	93	134	175
Total resources expended	<u>5,001</u>	<u>3,781</u>	<u>8,782</u>	<u>9,475</u>

People related costs include all the costs of recruitment, employment and training of members of staff employed by the Institute. The allocation here relates to people related costs of members of staff in central services.

Governance costs represent the audit fees, expenses of the trustees in undertaking their trustee duties, and costs associated with their meetings.

Overheads are charged to Planning Aid as determined by the funding organisations.

Overheads of the central services and registered office are allocated on the basis of staff numbers who work at the registered office.

Allocation of overheads under "other costs" above comprise:

	2010 £000	2009 £000
Premises related costs	253	191
Office services	761	897
Legal and professional fees	56	147
Irrecoverable VAT	22	20
Other services provided	7	27
Allocated overheads - total	<u>1,099</u>	<u>1,282</u>

Notes to the Financial Statements for the year ended 31 December 2010 *(continued)*

4 Staff emoluments

	2010	2009
	£000	£000
Wages and salaries (including redundancy costs)	3,845	3,997
Pension costs	395	425
Social security costs	367	382
	<u>4,607</u>	<u>4,804</u>

	2010	2009
Average number of staff employed	46	50
Support for members and promotion of membership of the Institute	23	16
Promotion of spatial planning	62	71
Planning Aid	1	1
Governance	<u>132</u>	<u>138</u>

The number of staff whose emoluments including taxable benefits but excluding pension contributions from The Royal Town Planning Institute exceeded £60,000 was:

Earnings band	Number of	Number of
	employees	employees
	2010	2009
£70,000 to £79,999	1	1
£100,000 to £109,999	<u>1</u>	<u>2</u>

Pension contributions made during the year for these employees were £35k (2009 £49k).

I The Group Personal Pension Plan was created for employees recruited after 14 December 2005 or as selected by employees employed prior to that date. Contributions are invested in personal pension plans with an insurance company. Contributions to this scheme for new staff are employee 6% and employer 12% or employee 3%, employer 6%. Employees transferring into this scheme from the former defined contribution scheme contribute 6% with employer contributions at 16.5% from April 2008 (17.7% to April 2008) (not to be reduced below 12%). The Institute continues to make additional 10% contributions for those members of staff with over 5 years service prior to 2004. The total employer contribution for the year totalled £236k (2009 £218k).

II A funded, contributory, final salary scheme. The Institute is an admitted body to the local government scheme. The level of contributions to this scheme is determined by a qualified actuary on the basis of triennial valuations based on normal actuarial principles. Under the definitions set out in the Financial Reporting Standard 17 (FRS 17) "Retirement Benefits", the scheme is a multi employer pension scheme. The Institute is unable to identify its share of the underlying (notional) assets and liabilities of the scheme. Accordingly the Institute has taken advantage of the exemption in FRS 17 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Institute has set out below the information available for the scheme and the implications for the Institute in terms of the anticipated contribution rate:

- Last actuarial valuation date 31 March 2010, using the projected unit method;
- Investment returns 4.5% per annum;
- Salary scale increase excluding increments 5.3% per annum;
- Value of assets at date of last valuation - £1,759M; overall actuarial valuation deficit £288.2M;
- Proportion of members' accrued benefits covered by the actuarial value of the assets - 86%;
- Employer contributions in 2010 £160k (2009 £201k);
- Contribution in 2010 - employee between 5.9% and 7.5%, employer 16.5%. From 1 April 2011 the employer contribution rate will be 17.3%. An additional deficit payment of £149k will be made in 2011/12, increasing to £232k in 2012/13 and £324k in 2013/14. Employees who joined this scheme before 31 March 2006 will continue as members for future service.

III A defined contribution scheme in the Republic of Ireland, the assets being invested with an insurance company, was established in 2007. Contribution rates from 1 April 2008 are employee 6%, employer 16.5%, previously contribution rates were employee 6% and employer 17.7%. There were no employer contributions in 2010 (2009 £6k).

Notes to the Financial Statements for the year ended 31 December 2010 *(continued)*

5 Transactions with Trustees and Connected Persons

- a* The Trustees only receive reimbursement for expenses actually incurred in attending meetings. No payments are made in respect of time or to compensate for loss of earnings. The Trustees were reimbursed £38k including payments to travel agents (2009 £44k including payments to travel agents) in respect of expenses actually incurred.
- b* The Royal Charter and Bye laws do allow examiners who are Trustees to be paid for time incurred on examinations. Payments were made in 2010 to 2 Trustees totalling £1k (2009 2 Trustees, £1k).

6 Remuneration of Auditor

The audit fees for the Institute are £11k (2009 £11k) and the subsidiary company £3k (2009 £3k) totalling £14k (2009 £14k) for the group. In addition, the Auditor provided tax, accountancy and financial support and consultancy totalling £6k (2009 £3k).

7 Tangible fixed assets – charity and group

	41 Botolph Lane Freehold land £000	Refurbishment & plant £000	Office Equipment & Furniture £000	Total £000
Cost				
At 1 January 2010	300	2,410	457	3,167
Additions	-	-	35	35
At 31 December 2010	<u>300</u>	<u>2,410</u>	<u>492</u>	<u>3,202</u>
Depreciation				
At 1 January 2010	-	(683)	(424)	(1,107)
Charge for the year	-	(65)	(50)	(115)
At 31 December 2010	<u>-</u>	<u>(748)</u>	<u>(474)</u>	<u>(1,222)</u>
Net book value				
At 31 December 2010	<u>300</u>	<u>1,662</u>	<u>18</u>	<u>1,980</u>
At 31 December 2009	<u>300</u>	<u>1,727</u>	<u>33</u>	<u>2,060</u>

8 Investments

	£000
Market value of investments at 1 January 2010	
3.5 % War Stock	2
Revaluation in the year	-
Market value of quoted investments at 31 December 2010 (consolidated accounts)	<u>2</u>
Investment in RTPI Services Limited at cost	<u>1</u>
Investments at 31 December 2010 (charity accounts)	<u>3</u>

The historical cost of the 3.5% War Stock is £1k (2009 £1k).

The Institute holds 100% of the issued share capital of RTPI Services Limited (note 13).

These shares are not quoted.

Notes to the Financial Statements for the year ended 31 December 2010 (continued)

9 Debtors

	Charity		Consolidated	
	2010 £000	2009 £000	2010 £000	2009 £000
Prepayments	49	14	49	14
Amount due from RTPI Services Limited	120	101	-	-
Other taxes	32	3	32	3
Other debtors	341	112	371	205
	<u>542</u>	<u>230</u>	<u>452</u>	<u>222</u>

10 Creditors – amounts falling due within one year

	Charity		Consolidated	
	2010 £000	2009 £000	2010 £000	2009 £000
Receipts in advance	806	1,179	806	1,179
Other tax and social security	105	106	105	106
Other creditors and accruals	636	445	695	491
	<u>1,547</u>	<u>1,730</u>	<u>1,606</u>	<u>1,776</u>

11 Funds

	As at 1 January 2010 £000	Incoming resources £000	Resources expended £000	Transfers £000	As at 31 December 2010 £000
Designated Funds					
Regions	159	315	(550)	244	168
Tangible fixed assets	2,060	-	-	(80)	1,980
Property and maintenance	400	-	-	(200)	200
Research	100	-	-	-	100
ICT Development	-	-	-	200	200
	<u>2,719</u>	<u>315</u>	<u>(550)</u>	<u>164</u>	<u>2,648</u>

Regions

The Institute transfers part of its UK subscription income to its Regions. Regions also raise funds locally. The Trustees have agreed that any accumulated reserves in respect of the Regions should be designated as Regional Funds.

Tangible fixed assets

The Trustees have decided to create a designated reserve equal to the net book value of tangible fixed assets not allocated to restricted funds or another designated fund, which represents assets in use for charitable purposes.

Property and maintenance

This fund has been created by the Trustees in order to fund major repairs to the property or related plant and equipment in addition to being able to fund the purchase of property to facilitate the operation of the Institute's day to day activities. Additionally this fund can be used for repairs to facilitate the eventual sale of its freehold or leasehold property. In 2010 the Trustees resolved to transfer £200k to a newly established ICT Development fund.

Information and Communications Technology Development (ICT Development)

The Trustees have decided to create a designated fund to enable the Institute to invest in developing its systems capability, and to ensure that the information and communications infrastructure remain up to date and fit for purpose.

Research

The Trustees have allocated funds for bids to be made for funding research projects along with matched funding where appropriate.



Notes to the Financial Statements for the year ended 31 December 2010 (continued)

11 Funds (continued)

	As at 1 January 2010 £000	Incoming resources £000	Resources expended £000	Transfers £000	As at 31 December 2010 £000
Restricted Funds					
George Pepler International	57	-	(2)	-	55
ESPON	-	80	(80)	-	-
ESPON Interstrat	-	202	(203)	-	(1)
Nuffield	42	-	-	-	42
Presidential Charity	2	-	(2)	-	-
Virtual Learning Environment	-	45	(35)	-	10
Survey of Planning Students in Scotland	-	13	(13)	-	-
Planning Aid					
CLG grant and Donations	513	3,691	(3,824)	-	380
Gypsy and Traveller Training	4	-	-	-	4
PPSS	10	-	(10)	-	-
Valley of Visions	-	7	(11)	-	(4)
Yorkshire Regional Assembly	3	-	-	-	3
Mixenden & Illingworth capacity building	-	1	(1)	-	-
Shropshire Rural Engagement	-	10	(7)	-	3
Planning Aid - total	530	3,709	(3,853)	-	386
	631	4,049	(4,188)	-	492

The transfers relate to the agreed funded proportion of administrative costs and unfunded expenditure on restricted projects.

The Institute has received the grants shown above, which are restricted to the purposes for which they have been received. These projects are ongoing and the income will be spent in accordance with the restrictions. Such grants are credited to a restricted fund when they are received.

The projects are:

George Pepler International Award

This biennial award is made to anyone under the age of 30 who wishes to visit another country to that of their residence for a short period in order to study some particular aspect of town and country planning. The Award was established by Sir George Pepler, one of the founder members of RTPI, and offered for the first time in 1973.

ESPON

The European Spatial Planning Observatory Network (ESPON) is a European wide research programme providing spatial information and analysis. ESPON 2013 programme started at the end of 2007 and continues until 2013. The Institute has been appointed the UK ESPON Contact Point (ECP) by CLG and funded by CLG to facilitate the UK involvement by researchers, policy-makers and practitioners in the ESPON 2013 programme.

ESPON Interstrat

RTPI is the lead partner in a project part financed by the European Regional Development Fund (ERDF) under the ESPON 2013 programme. The grant fully funds the project, which will run until June 2012. The project is a knowledge transfer project about using ESPON research in integrated policies for urban and rural development. A small excess of expenditure over income (£1k) arises from timing differences, and will be eliminated in 2011.

Nuffield

During 2001 the Institute was awarded a grant from the Nuffield Foundation. As a result of the initial work, it was agreed not to complete that project. The funds are held pending an application for a new project in the future.

Presidential Charity

In 2009, a fund was established in order to raise funds from various events with a view to supporting or sponsoring a planner from a developing country. During the year, a donation was made to LINK Community Development

Notes to the Financial Statements for the year ended 31 December 2010 *(continued)*

11 Funds (continued)

Restricted Funds (continued)

Virtual Learning Environment

In 2010, the Institute received a grant from the Department of Communities and Local Government of £100k for the development of an online portal to deliver a number of continuing professional development (CPD) e-learning courses. Development commenced in June 2010, and the project is expected to be completed in 2011.

Survey of Planning Students in Scotland

The Planning Exchange Foundation funded a six month research project surveying graduates of Scottish planning schools to develop an understanding of employment patterns and opportunities, and ongoing support needs of Scottish graduates. The project was completed in 2010 and the results published in the "Scottish Planner" and SPEL.

Planning Aid

CLG Grant to support Planning Aid activities

The Department of Communities and Local Government (CLG) grant partially funds the present network of Planning Aid Services which engage with and respond effectively to the needs of excluded communities. During 2010 £3,691k was received towards this project from CLG (2009 £3,797k). During 2010 CLG announced that the current funding agreement would end on 31 March 2011. The Institute has submitted a bid for funding to CLG "Supporting Communities and Neighbourhoods in Planning" fund for 2011/12.

Gypsy and Traveller Training

This project was funded by the CLG Gypsy and Travellers Unit and discussions are planned to take place regarding use of the remaining funds with CLG.

Public Participation Support Service (PPSS) project

Funded by the East Midlands Regional Assembly (EMRA), this was a successful project which increased the involvement of hard to reach groups in the review of EMRA's Regional Spatial Strategy. Following a review due to a change in approach to development of Regional Plans, it was agreed that we return the unspent funds to EMRA. The project was closed in 2010.

Valley of Visions

Work has continued on this project, funded by Kent County Council via the Heritage Lottery Fund, to enable communities within the Valley of Visions - encompassing the Medway Gap - to play an active part in the planning process as directly affecting their local environment.

Yorkshire Regional Assembly

This project provides training on the information pack on the planning system specifically to inform gypsies and travellers. No expenditure was incurred in 2010, but funds are being held against future training activities.

Mixenden & Illingworth Capacity Building

This project was funded via The Ovenden Initiative using Connecting Communities Programme monies within the Yorkshire and Humber region. The project involved running sessions for young people and residents to help them to connect to decision making on town planning in their area. The project was closed in 2010.

Shropshire Rural Engagement

This project is funded by Shropshire Council to enable West Midlands Planning Aid to work with hard to reach groups and increase their involvement in the development of the Core Strategy as part of the Shropshire Rural Engagement Strategy.



Notes to the Financial Statements for the year ended 31 December 2010 *(continued)*

12 Analysis of group net assets between funds

	General Fund £000	Designated Funds £000	Restricted Funds £000	Total £000
Tangible fixed assets	-	1,980	-	1,980
Listed investments	-	-	2	2
Current assets	3,917	668	490	5,075
Current liabilities	(1,606)	-	-	(1,606)
Net assets	<u>2,311</u>	<u>2,648</u>	<u>492</u>	<u>5,451</u>

13 Investment in subsidiary company

The Institute holds 100% of the issued share capital of RTPI Services Limited, a company registered in England, whose primary activities are to provide conferences and publications.

Profit and loss account of RTPI Services Limited for the year ended 31 December

	2010 £000	2009 £000
Turnover	211	324
Cost of Sales	(49)	(137)
Gross Profit	<u>162</u>	<u>187</u>
Interest received	-	2
Administration	(34)	(69)
Operating Profit	<u>128</u>	<u>120</u>
Gift Aid to parent undertaking	(128)	(120)
Profit for the year, before and after taxation	<u>-</u>	<u>-</u>

Balance sheet of RTPI Services Limited as at 31 December

	2010 £000	2009 £000
Current Assets		
Debtors	38	112
Cash and bank balances	<u>160</u>	<u>65</u>
	198	177
Creditors (amounts falling due within one year)	(187)	(166)
	<u>11</u>	<u>11</u>
Shareholders funds	<u>11</u>	<u>11</u>

14 Operating leases

	2010 £000	2009 £000
Amount charged in year		
Leasehold property	131	170
Equipment	<u>28</u>	<u>27</u>
Total	<u>159</u>	<u>197</u>

Annual Commitment	Property	Equipment	Property	Equipment
	2010 £000	2010 £000	2009 £000	2009 £000
Operating leases expiring within one year	53	-	56	-
Operating leases expiring between 2 and 5 years	<u>87</u>	<u>23</u>	<u>78</u>	<u>23</u>

The Royal Town Planning Institute

Annual General Meeting 2011

To be held at Woburn House, Tavistock Square, London WC1H 9HQ

At 2.00pm on Wednesday 19 October 2011

AGENDA

- 1 To receive and approve the minutes of the 2010 Annual General Meeting.
- 2 To receive the Annual Report and Accounts for the year ending 31 December 2010 and the Auditor's report thereon.
- 3 To approve amendments to the Royal Charter, Byelaws and Regulations which are recommended by the Board of Trustees. A list of the amendments can be found at www.rtpi.org.uk/governance
- 4 To appoint the auditors. Proposed that Chantrey Vellacott DFK LLP be re-appointed as auditors.
- 5 Members' subscriptions
The subscription rates payable by the various classes of membership are set out in the Annex to the explanatory note.
- 6 Question Time
After the conclusion of the business of the Annual General Meeting time will be allowed at the discretion of the President for members to raise any points and for informal discussions to take place on any matter relevant to the objects of the Institute.

ANNUAL GENERAL MEETING

EXPLANATORY NOTES

Item 1: Minutes of the 2010 Annual General Meeting

The full minutes of the 2010 Annual General Meeting will be tabled, but members may wish to note the following summary of their contents.

The 2010 AGM was held at Woburn House, Tavistock Square, London WC1H 9HQ on Wednesday 13 October 2010 beginning at 2.00 pm. The Senior Vice-President, Richard Summers, took the chair and the meeting was attended by 52 Corporate Members (including retired members).

The meeting received and approved the minutes of the 2009 AGM, received the report of the Trustees on their activities during 2009 together with the audited year end accounts for 2009, and re-appointed the auditors. The meeting also noted proposals to keep subscription rates for 2011 at the same rate as for 2010.

Item 5: Members' subscriptions

Under the Byelaws, the Board of Trustees is responsible for setting the member subscription rates, in consultation with the General Assembly.

For the past two years subscription rates have been frozen, and the Institute has undertaken a major programme of reducing costs across the organisation, a process that has resulted in very

significant savings. In 2010 a major review of the subscriptions fee structure was undertaken, with a view to developing a sustainable framework that is also simpler and fairer.

Following wide consultation, the Board of Trustees has now agreed a revised and simplified fees structure for 2012. This is based around a "core" rate for Corporate members, with a framework of discounts against this rate for other classes. Overall, some members will pay less and some will pay more than they currently do. Transition arrangements will apply in both cases to support existing members and phase in the cost of the increase or the decrease over a three year period.

Importantly, the revised structure will maintain a framework of concessions for members on lower incomes. Licentiates in their first three years, students at accredited planning schools, and our retired members will all continue to benefit from the lowest concessionary rate, which is set at £50 for 2012. Students in their final year of an RTPI accredited course will also continue to enjoy free membership.

The rate for Fellows is unchanged at £306 pending a review of the eligibility criteria and election process.

The rates for all membership classes are set out in the attached annex, along with guidance on concessionary rates to be applied in 2012.



ANNEX

These are the new rates for the new structure at 2012 prices:

	New Rate	
	EU £	Non-EU £
Fellow	306	199
Chartered Member, Legal Member, Legal Associate	275	178
Retired	50	50
Associate, International Associate and Technical Member	137	137
Affiliate	82	82
Licentiate: less than 3 years since election	50	50
more than 3 years since election	137	137
Student or Graduate: less than 3 years membership	90	57
more than 3 years membership	170	107
Final year Student attending an RTPI accredited course	Free	Free

The transitional arrangement for 2012 is as follows:

	2011		Transitional Rate 2012	
	EU £	Non-EU £	EU £	Non-EU £
Fellow	306	199	306	199
Chartered Member:				
Less than 5 years since election as at 1 January 2011	205	134	225	146
Between 5 and 15 years since election as at 1 January 2011	249	161	265	172
More than 15 years since election as at 1 January 2011	306	199	285	185
Legal Member	306	199	285	185
Retired Member	35	35	50	50
Legal Associate	108	108	225	146
Associate and International Associate	108	108	118	118
Technical Member	108	108	118	118
Affiliate	n/a	n/a	80	80
Licentiate:				
Less than 3 years since election	35	35	50	50
More than 3 years since election	35	35	80	80
Student or Graduate:				
Less than 3 years membership (2011 – not qualified prior to 2006)	88	57	90	57
More than 3 years membership (2011– qualified prior to 2006)	163	107	170	107
Final year Student attending an RTPI accredited course	Free	Free	Free	Free

Concessionary Subscription Rates

RTPI will continue to offer support for members by means of a straightforward framework of concessionary rates which are sensitive to income rather than class of membership. This will be linked to the National Minimum Wage and the minimum subscription fee payable will be £50.

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