



RTPI

mediation of space · making of place

Report and accounts

31 December 2014



Registered Charity No: 262865
Registered Charity in Scotland No: SC037841

The Royal Town Planning Institute

Report and Accounts 2014

Index

Page	Contents
2	Index
2 - 6	Annual Report of the Trustees
7	Independent Auditor's Report
8	Consolidated Statement of Financial Activities
9	Charity Statement of Financial Activities
10	Charity and Consolidated Balance Sheets
11	Charity and Consolidated Cash Flow Statement
12 - 19	Notes to the financial statements

Annual Report of the Trustees for the year ended 31 December 2014

The Trustees of the Royal Town Planning Institute are pleased to present their Report and Financial Statements for the Institute for the year ended 31 December 2014. The Trustees confirm that the Report and Financial Statements of the Institute comply with the current statutory requirements of the Institute's governing document and the provisions of the Statement of Recommended Practice (SORP 2005).

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 2015:	Janet Askew
President 2014:	Cath Ranson
President 2013:	Peter Geraghty (retired 31 December 2014)
Honorary Treasurer 2013 - 2014:	Graham Stallwood (reappointed 1 January 2015)
Honorary Solicitor and Secretary 2013 - 2014:	Pat Thomas (reappointed 1 January 2015)
Chair of the Board 2013 - 2014:	Andrew Taylor (reappointed 1 January 2015)
Elected Trustees for 2014 - 2015:	Iram Mohammed Charlotte Morphet Ann Skippers Martin Taylor Phil Williams
Elected Trustees for 2013 - 2014:	Tony Crook (reappointed 1 January 2015) Vincent Goodstadt (reappointed 1 January 2015) Martin Willey (retired 31 December 2014)
Appointed by Regions 2014 - 2015:	Stephen Wilkinson
Trustee for Scotland 2013 - 2014:	Ian Angus (reappointed 1 January 2015)

Annual Report of the Trustees for the year ended 31 December 2014 *(continued)*

Senior staff at April 2015:

Chief Executive	Trudi Elliott
Director of Corporate Services	Christopher Pope
Director of Professional Standards	Rosslyn Stuart

Other relevant organisations:

The Institute's bankers are:	HSBC Bank plc, 117 Great Portland Street, London W1
The Institute's auditor is:	Moore Stephens 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

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, which was further amended in October 2012, and the new governance arrangements are effective from 1 January 2013.

The Chair of the Board of Trustees is elected by the General Assembly for a term of two years and may be re-elected for a further term of two years.

Trustees are elected by the General Assembly. Corporate Members who have held office in any capacity with the RTPI's governance structures for at least two consecutive years during the previous five are eligible to stand for election as Vice President. Once Vice President, the Trustee moves forward at the start of each subsequent year to become 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. The General Assembly will elect one Chartered member to represent the Regions and Nations (excluding Scotland), and one to represent Scotland.

The Board of Trustees may elect up to two additional Trustees for such renewable terms as the Board of Trustees may determine.

All Corporate members may stand for election. They may serve for a maximum of three terms of two years and are not subsequently eligible for re-election until they have been out of office for at least one year.

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 RTPI in Ireland, 2 from RTPI in Scotland.

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

The taxable profits of the company of £391k (2013 £174k) were transferred to the Institute under Gift Aid.

More information on the results of RTPI Services Limited is given in note 14 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 and voluntary activities of members in Regions, Networks, Associations, chapters, panels and committees.

The Trustees wish to thank all these volunteers for their contributions to the Institute during 2014. The contribution of an increasing numbers of volunteers has also been recognised through the presentation of RTPI Outstanding Service Awards in 2014.

Objectives and activities

The objects of the Chartered Institute, as incorporated in the Supplemental Charter 2003 and amended in 2012, are to advance the science and art of planning (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.

Annual Report of the Trustees for the year ended 31 December 2014 *(continued)*

Key objectives during the year have been:

- Marking the RTPI's centenary through projects looking at the history and future of planning and through celebrations.
- Promoting the value of planning and planners.
- Continuing to develop the policy and research programme.
- Completing the first phase of the review of the routes to membership.
- Encouraging people to join the profession.
- Extending free membership to all students on accredited planning courses.
- Working with neighbourhood planning groups across England for the Supporting Communities in Neighbourhood Planning contract for 2013-2015 (as part of the consortium lead by Locality).
- Maintaining and building the Institute's financial reserves in order to enable effective management of risk.

Achievements and performance

In 2014 RTPI engaged in a very full programme and delivered enhanced services for members as it continues to serve the specific needs of planners and support them in developing their professional skills, while promoting the role and importance of planning across the world.

The Presidential theme continued 2013's theme of Proud of Planning, Proud of Planners. Pride in the profession was reflected in work throughout the year. The RTPI Awards for Planning Excellence 2013-14 and the Planning Convention were again a major success with very high demand for tickets. Well-received conferences were also held in Belfast, Bristol, Cardiff, Dublin and Glasgow.

A wide range of projects were completed to mark the RTPI's centenary. These were grouped into three types – Futures projects, History projects and Celebrations.

The Futures projects included the Future Planners initiative, which aims to foster interest in planning among school students aged 11-18. RTPI volunteers from across the UK visited schools to give talks on planning.

The RTPI published five Planning Horizons papers, considering the major economic trends that will shape societies in the 21st century and how planners can play a critical role in supporting sustainable economic growth. Alongside the final two papers, the RTPI published the results of a survey on the public's opinion of their communities and what makes a successful place.

The History projects included audio interviews with planners about their experiences in previous decades (available as podcasts on the RTPI website); a timeline of the history of the RTPI; and mature planned communities, which involved presentations of certificates to new towns and exemplar planned communities, to acknowledge

their contribution to the evolution of the science and art of planning.

Celebration events were held across the Regions and Nations, including seminars; debates; sporting and voluntary activities; and a concert at Exeter Cathedral in March 2014.

Volunteers and RTPI staff walked the Wales Coast Path and Offa's Dyke Path to circumnavigate Wales. RTPI Scotland held a public vote for Scotland's Best Place.

A centenary edition of the Journal of Planning of Theory and Practice and a special issue of The Planner reflected on planning's achievements over the last century.

During the year, the number of page views on the RTPI website increased by over 635,000.

Also during the year, The Planner launched and developed its website and The Planner Jobs site.

The RTPI delivered a CPD programme to members. The Regions and Nations continued to provide varied and high-quality CPD events. Over 12,000 members engaged in such CPD.

In 2014, the RTPI's policy and research programme published 27 documents (policy papers, Planning Horizons papers, research reports and briefings); established a new Small Project Impact Research funding scheme to support projects from accredited planning schools that have the potential to impact on policy and practice; organised 35 roundtables events across the UK and Ireland; and distributed the publications widely, in hard copy and electronically.

Policy and research staff responded to government consultations; presented at regional, national and international conferences and events; and published blogs on the RTPI website. The RTPI received significant local, regional and national media coverage and references in other reports and publications. Policy and research work added to the evidence base for planning, as the RTPI continued to engage with governments, politicians and other stakeholders.

The RTPI is a partner in the European Observation Network for Territorial Development and Cohesion (ESPON) research programme. The Institute is the UK Contact Point for ESPON, and during 2013-14 has been a partner in two specific projects - USESPON and ESPON on the Road. As part of its work to support and disseminate results from ESPON, the RTPI published a range of reports and briefings.

During the year, the RTPI published The Worldwide Value of Planning, which showcased the value that planning brings to communities around the world. The RTPI was represented at a range of international events and conferences and representatives from sister institutes visited the RTPI during the year.

Planning Aid England supported 265 neighbourhood planning groups in connection with the Supporting Communities in Neighbourhood Planning contract, as

Annual Report of the Trustees for the year ended 31 December 2014 *(continued)*

part of the consortium headed by Locality. Planning Aid England dealt with a large range of queries including over 1500 telephone enquiries, 1194 email requests, 43 cases and over 23,000 answers viewed on Planning Aid Direct.

The RTPI is reviewing the current routes to Chartered membership to ensure consistency and clarity across all routes. During 2014, the first phase of the review was undertaken, with the aim of the adoption of a revised list of competencies for the Assessment of Professional Competencies. The second phase of the review will begin in 2015.

In December 2013, the Board of Trustees agreed to extend free membership to all students on accredited planning courses. Free membership was introduced with effect from 1 September 2014 and the RTPI received a significant increase in the number of applications for student membership.

The RTPI Nations continued to engage with the devolved administrations on planning reforms in Scotland, Wales and Northern Ireland. RTPI Scotland gave evidence to the Scottish Parliament on several occasions, including on the National Planning Framework 3 and Draft Scottish Planning Policy.

RTPI Cymru engaged with the Welsh Government on the Planning (Wales) Bill, reform of the planning system in Wales and other bills which will affect planning.

RTPI Northern Ireland organised events to support training for councillors, as work continued to introduce new councils in Northern Ireland, with planning powers devolved from the Northern Ireland Assembly.

RTPI Ireland met the Minister for Housing and Planning to discuss forthcoming Planning Bills. RTPI Ireland responded to government consultations and continues to be presented on the Myplan Project Board. A seminar was held to mark 50 years of planning law in Ireland.

The RTPI engaged with sister institutes across the globe and attended and spoke at events in Europe, Cape Town, Botswana, Colombia, Hong Kong, China, Singapore, Australia, Germany and the USA.

Plans for future periods

During 2014, the Regions, Nations, General Assembly and the RTPI's standing committees were consulted about the RTPI's strategy for the next six years. The strategy for 2015-20 was agreed by the Board of Trustees in December 2014.

The RTPI's strategic objectives for 2015-20 are:

- Shaping and informing policy and practice;
- Developing knowledge, education and raising standards;
- Championing the planning profession while supporting and growing membership;
- Empowering communities; and
- Delivering strong financial and business management in a member focused organisation.

Financial review

The financial statements have been prepared in accordance with the Statement of Recommended Practice on Accounting and Reporting by Charities. The statement of financial activities shows an increase in general and designated reserves of £331k (2013 £386k).

Total incoming resources increased by £1,023k (17%) compared to 2013.

Resources expended increased by £794k (13%) compared to 2013.

The main reason for the increased volume of activity is the inclusion of both the Supporting Communities in Neighbourhood Planning contract (commenced April 2013) and the magazine contract for the Planner (commenced September 2013) for a full year's trading in 2014.

The Supporting Communities in Neighbourhood Planning contract has traded at a loss of £243k during 2014, but is expected over the life of the contract to make a positive financial contribution. A percentage of the contract income is payable by results and will be realised towards the end of the contract during 2015.

Subscription income increased by 2% compared to 2013, with membership levels increasing slightly, income from conferences and events continued to perform well with an increase of 18% compared to 2013.

A deficit payment of £235k (£324k) was made to the administrators of the defined benefit pension scheme. The Institute has agreed a deficit repayment schedule of £235k per annum for the period from 2014 to 2016. The next actuarial valuation will be in 2017.

Note 1 to the financial statements on page 17 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. Regional reserves are £258k (2013 £219k). 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. Tangible fixed asset reserve £1,745k (2013 £1815k)

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

Property and maintenance £200k (2013 £200k): this sum has been set aside to fund major repairs to property or related plant and equipment as well as potentially acquiring

Annual Report of the Trustees for the year ended 31 December 2014 *(continued)*

new premises or facilitating the sale of existing freehold or leasehold properties.

Information and Communications Technology Development £65k (2013 £92k); this sum has been set aside to fund the development of information systems and infrastructure.

Research £89k (2013 £100k): The Trustees have decided to retain this separate fund to give them the flexibility for future research projects as they arise.

Defined benefit pension £509k (2013 £744k); this sum has been set aside by the Trustees to meet the scheduled deficit repayment obligations (in respect of 2014-2016) agreed with the administrators of the West Sussex Local Government Pension Scheme.

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' usual policy is to maintain free reserves at a level equivalent to 6 months' operating costs, to safeguard the continued provision of services. The Board is currently taking a prudent view regarding the pension liability and free reserves are currently £3,779k, which represents 6.5 months operating costs.

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 2011, 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 22 October 2014 and has indicated a willingness to continue in office, subject to re-appointment at the Annual General Meeting.

Chantrey Vellacott DFK LLP has merged its practice with Moore Stephens LLP and now practises under the name of Moore Stephens LLP.

Approved by the Trustees on 12 May 2015 and signed on their behalf by:



Andrew Taylor - Chair of the Board

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 2014 which comprise the Consolidated and Charity Statement of Financial Activities, the Consolidated and Charity Balance Sheets, Consolidated cash flow 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 144 of the Charities Act 2011 and regulations made under section 154 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 9), 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 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 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 and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and charity's affairs as at 31 December 2014 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 2011 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

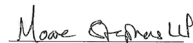
We have nothing to report in respect of the following matters where the Charities Act 2011 and the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- 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.

MOORE STEPHENS LLP
 Chartered Accountants and
 Statutory Auditor

LONDON

12 May 2015



Moore Stephens 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 2014

	General Fund £000	Designated Funds £000	Restricted Funds £000	Total 2014 £000	Total 2013 £000
Incoming resources					
Incoming resources from generated funds					
Membership subscriptions and fees	4,418	-	-	4,418	4,342
Grants towards promotion of spatial planning and membership	19	-	223	242	120
Support for members	1,228	428	-	1,656	1,203
Planning Aid	-	-	755	755	697
Bank deposit interest	3 87	-	-	87	75
Total incoming resources	5,752	428	978	7,158	6,135
Resources expended					
Charitable expenditure					
Support for members and promotion of membership of the Institute	3,491	866	-	4,357	3,780
Promotion of spatial planning	1,098	11	222	1,331	1,505
Planning Aid	-	-	1,108	1,108	721
Total charitable expenditure	4,589	877	1,330	6,796	6,006
Governance					
Governance costs	124	-	-	124	120
Total resources expended	4 4,713	877	1,330	6,920	6,126
Net incoming/(outgoing) resources before transfers	1,039	(449)	(352)	238	311
Transfers between funds	12 (477)	148	329	-	-
Net incoming/(outgoing) resources before other recognized gains and losses	562	(301)	(23)	238	311
Gains on investment assets	70	-	2	72	96
Net movement in funds	632	(301)	(21)	310	407
Fund balances at 1 January	3,147	3,170	269	6,586	6,179
Fund balances at 31 December	3,779	2,869	248	6,896	6,586

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 12 to 19 form part of these accounts.

The Royal Town Planning Institute

Report and Accounts 2014

Charity Statement of Financial Activities for the year ended 31 December 2014

Notes	General Fund £000	Designated Funds £000	Restricted Funds £000	Total 2014 £000	Total 2013 £000
Incoming resources					
Incoming resources from generated funds					
Membership subscriptions and fees	4,418	-	-	4,418	4,342
Grants towards promotion of spatial planning and membership	19	-	223	242	120
Support for members	735	428	-	1,163	901
Planning Aid	-	-	755	755	697
Investment income	87	-	-	87	75
Total incoming resources	5,259	428	978	6,665	6,135
Resources expended					
Charitable expenditure					
Support for members and promotion of membership of the Institute	3,000	866	-	3,866	3,481
Promotion of spatial planning	1,098	11	222	1,331	1,505
Planning Aid	-	-	1,108	1,108	721
Total charitable expenditure	4,098	877	1,330	6,305	5,707
Governance					
Governance costs	123	-	-	123	117
Total resources expended	4,221	877	1,330	6,428	5,824
Net incoming/(outgoing) resources before transfers	1,038	(449)	(352)	237	311
Transfers between funds	(477)	148	329	-	-
Net incoming/(outgoing) resources before other recognized gains and losses	561	(301)	(23)	237	311
Gains on investment assets	70	-	2	72	96
Net movement in funds	631	(301)	(21)	309	407
Fund balances at 1 January	3,137	3,170	269	6,576	6,169
Fund balances at 31 December	3,768	2,869	248	6,885	6,576

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

The Royal Town Planning Institute

Report and Accounts 2014

Charity and Consolidated Balance Sheets as at 31 December 2014

	Notes	Charity		Consolidated	
		2014 £000	2013 £000	2014 £000	2013 £000
Fixed Assets					
Tangible fixed assets	8	1,748	1,815	1,748	1,815
Investments	9	1,513	1,441	1,513	1,441
		<u>3,261</u>	<u>3,256</u>	<u>3,261</u>	<u>3,256</u>
Current Assets					
Debtors	10	665	515	860	327
Short term deposits		3,472	4,037	3,472	4,037
Bank balances and cash in hand		2,129	635	2,184	816
		<u>6,266</u>	<u>5,187</u>	<u>6,516</u>	<u>5,180</u>
Creditors					
Amounts falling due within one year	11	2,642	1,867	2,881	1,850
		<u>2,642</u>	<u>1,867</u>	<u>2,881</u>	<u>1,850</u>
Net Current Assets		<u>3,624</u>	<u>3,320</u>	<u>3,635</u>	<u>3,330</u>
Net Assets	13	<u>6,885</u>	<u>6,576</u>	<u>6,896</u>	<u>6,586</u>
Funds					
General		3,768	3,137	3,779	3,147
Designated	12	2,869	3,170	2,869	3,170
Restricted	12	248	269	248	269
		<u>6,885</u>	<u>6,576</u>	<u>6,896</u>	<u>6,586</u>

These financial statements were approved by the Board of Trustees and authorised for issue on 12 May 2015 and were signed on its behalf by:



Andrew Taylor - Chair of the Board.

The notes on pages 16 to 27 form part of these accounts.

The Royal Town Planning Institute

Report and Accounts 2014

Consolidated Cash Flow Statement for the year ended 31 December 2014

	Notes	Charity		Consolidated	
		2014 £000	2013 £000	2014 £000	2013 £000
Net cash inflow/(outflow) from operating activities	a	851	538	725	495
Investment income received		38	46	38	46
Interest received		49	53	49	53
Capital expenditure and financial investments	b	(9)	(528)	(9)	(528)
(Decrease)/Increase in cash	c	929	109	803	66
Cash at bank and in hand 1 January		4,672	4,563	4,853	4,787
Cash at bank and in hand 31 December		5,601	4,672	5,656	4,853

Notes To The Cash Flow Statement

a Reconciliation of net incoming/(outgoing) resources to net cash inflow from operating activities	Charity		Consolidated	
	2014 £000	2013 £000	2014 £000	2013 £000
Net incoming resources before transfers	237	311	238	311
Depreciation	76	77	76	77
Investment income	(38)	(46)	(38)	(46)
Bank interest	(49)	(53)	(49)	(53)
Decrease/(increase) in debtors	(150)	69	(533)	57
Increase/(decrease) in creditors	775	180	1,031	149
Net cash inflow/(outflow) from operating activities	851	538	725	495

b Capital expenditure and financial investments	Charity		Consolidated	
	2014 £000	2013 £000	2014 £000	2013 £000
Payments to acquire tangible fixed assets	(9)	(28)	(9)	(28)
Additions to fixed asset investments	-	(500)	-	(500)
	(9)	(528)	(9)	(528)

c Analysis of changes in cash	Charity		Consolidated	
	£000		£000	
Balances as at 1 January	Short term deposits	4,037	4,037	
	Bank balances and cash in hand	635	816	
		4,672	4,853	
Cash flow	Short term deposits	(565)	(565)	
	Bank balances and cash in hand	1,494	1,368	
		929	803	
Balances as at 31 December	Short term deposits	3,472	3,472	
	Bank balances and cash in hand	2,129	2,184	
		5,601	5,656	

Notes to the Financial Statements for the year ended 31 December 2014

1 Structure and basis of consolidation

- a** The financial statements of The Royal Town Planning Institute ("The 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 2011, the Charities and Trustee Investment (Scotland) Act, 2005 and applicable accounting standards. The financial statements 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 financial statements 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 Limited. This company is limited by guarantee and was dormant for 2014 and 2013.
- e** RTPI Services ITA Limited (Company No 5018796 registered in England) is a wholly owned subsidiary of RTPI Services Limited. This company is limited by shares and was dormant in 2014 and 2013.
- f** 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 2014 and 2013, following the merger of its business (previously trading under the name "ROOM") with the Institute in 2002.
- g** 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 financial statements have not been consolidated as the objects of the Trust are considered dissimilar and the management independent of the Institute.

- h** Planning Aid Trust, a company limited by guarantee (Company No 4259433 registered in England) is registered as a charity (No 1092185). The financial statements of Planning Aid Trust have not been consolidated as management of the Trust is independent of the Institute.

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** Tangible Fixed assets
- All assets are capitalised where the useful life is expected to exceed 2 years and the cost is over £1,000. 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% |

- c** Taxation
- The Royal Town Planning Institute is a registered charity and is therefore potentially exempt from taxation of its income and gains to the extent that they are applied for charitable purposes. No charge has arisen during the year.

- 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 5.
- 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.
- 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, they are credited to a restricted fund. Bank deposit interest is stated on a receivable basis. Other income includes 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 Governance Office, 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.

The Royal Town Planning Institute

Report and Accounts 2014

Notes to the Financial Statements for the year ended 31 December 2014 (continued)

3 Investment income

	2014 £000	2013 £000
Interest receivable on short term deposits	49	53
Investment income receivable	38	22
Total investment income	87	75

4 Total resources expended

	People related costs £000	Other costs £000	Total 2014 £000	Total 2013 £000
--	---------------------------------	------------------------	-----------------------	-----------------------

Charitable expenditure

Support for members and promotion of membership of the Institute

Direct costs	1,275	2,105	3,380	2,584
Allocation of overheads	606	371	977	1,196
	<u>1,881</u>	<u>2,476</u>	<u>4,357</u>	<u>3,780</u>

Promotion of spatial planning

Direct costs	607	373	980	992
Allocation of overheads	218	133	351	513
	<u>825</u>	<u>508</u>	<u>1,331</u>	<u>1,505</u>

Planning Aid

Direct costs	764	285	1,049	703
Allocation of overheads	-	59	59	18
	<u>764</u>	<u>344</u>	<u>1,108</u>	<u>721</u>

Total charitable expenditure

	<u>3,470</u>	<u>3,326</u>	<u>6,796</u>	<u>6,006</u>
--	--------------	--------------	--------------	--------------

Governance

Direct costs	<u>43</u>	<u>81</u>	<u>124</u>	<u>120</u>
--------------	-----------	-----------	------------	------------

Total resources expended

	<u>3,513</u>	<u>3,407</u>	<u>6,920</u>	<u>6,126</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 "other" 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:

	2014 £000	2013 £000
Premises related costs	137	244
Office services	397	378
Legal and professional fees	29	20
Irrecoverable VAT	-	19
Other services provided	-	-
Allocated overheads - total	563	661

The Royal Town Planning Institute

Report and Accounts 2014

Notes to the Financial Statements for the year ended 31 December 2014 (continued)

5 Staff emoluments

	2014 £000	2013 £000
Wages and salaries (including redundancy costs)	2,668	2,462
Pension costs	266	251
Social security costs	269	249
	3,203	2,962
Average number of staff employed	2014	2013
Support for members and promotion of membership of the Institute	50	47
Promotion of spatial planning	18	18
Planning Aid	18	18
Governance	1	1
	87	84

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 employees 2014	Number of employees 2013
	£60,000 to £69,999	1
£70,000 to £79,999	1	1
£80,000 to £99,999	-	-
£100,000 to £109,999	1	1
£120,000 to £129,999	1	1
	4	3

Pension contributions made during the year for these employees were £32k (2013 £40k).

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 five years service prior to 2004. The total employer contribution for the year totalled £209k (2013 £193k).

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 2013, using the projected unit method;
- Investment returns 3.0% per annum;
- Salary scale increase excluding increments 3.8% per annum;
- Value of assets at date of last valuation – £2,370M; overall actuarial valuation deficit £371M
- Proportion of members' accrued benefits covered by the actuarial value of the assets - 86.4%;
- Employer contributions in 2014 £58k (2013 £65k);
- Contribution rates from April 2014 – employee between 6.5% and 8.5%, employer 18.7%. Previously the employee contribution rate had been between 6.5% and 7.2% and the employer rate 17.3%.
- An additional deficit payment of £235k was made in 2014 (£324k in 2013) relating to 2013/14. The payment for 2014/15 will be £235k.

Employees who joined this scheme before 31 March 2006 will continue as members for future service.

The Royal Town Planning Institute

Report and Accounts 2014

Notes to the Financial Statements for the year ended 31 December 2014 *(continued)*

6 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 £27k including payments to travel agents (2013 £24k including payments to travel agents) in respect of expenses actually incurred.
- b The Royal Charter and Bye laws do allow APC assessors who are Trustees to be paid for time incurred on examinations. Payments were made in 2014 to three Trustees totalling £3k (2013 three Trustees, £2k).

7 Remuneration of Auditor

The audit fees for the Institute are £7k (2013 £7k) and the subsidiary company £3k (2013 £3k) totalling £10k (2013 £10k) for the group. In addition, the Auditor provided tax, accountancy and financial support and consultancy totalling £3k (2013 £4k).

8 Tangible fixed assets – charity and group

	41 Botolph Lane Freehold Refurbishment land £000	& plant & plant £000	Office Equipment & Furniture £000	Total £000
Cost				
At 1 January 2014	300	2,410	531	3,241
Additions	-	-	9	9
Disposals	-	-	(405)	(405)
At 31 December 2014	<u>300</u>	<u>2,410</u>	<u>135</u>	<u>2,845</u>
Depreciation				
At 1 January 2014	-	(930)	(497)	(1,427)
Charge for the year	-	(61)	(15)	(76)
Disposals	-	-	406	406
At 31 December 2014	<u>-</u>	<u>(991)</u>	<u>(106)</u>	<u>(1,097)</u>
Net book value				
At 31 December 2014	<u>300</u>	<u>1,419</u>	<u>29</u>	<u>1,748</u>
At 31 December 2013	<u>300</u>	<u>1,481</u>	<u>34</u>	<u>1,815</u>

9 Investments (consolidated accounts)

	2014 £000	2013 £000
Market value of investments at 1 January	1,441	845
Acquisitions at cost	-	500
Gains on investments	72	96
Market value of investments at 31 December (consolidated accounts)	<u>1,513</u>	<u>1,441</u>

In addition to the above, the charity's balance sheet includes an investment of £1k in RTPI Services Ltd (see note 14).

Notes to the Financial Statements for the year ended 31 December 2014 (continued)

10 Debtors

	Charity		Consolidated	
	2014	2013	2014	2013
	£000	£000	£000	£000
Prepayments	29	43	29	43
Amount due from RTPI Services Limited	314	280	-	-
Other taxes	-	-	-	-
Other debtors	322	192	831	284
	<u>665</u>	<u>515</u>	<u>860</u>	<u>327</u>

11 Creditors

	Charity		Consolidated	
	2014	2013	2014	2013
	£000	£000	£000	£000
Receipts in advance	1,484	1,056	1,484	1,058
Other taxes and social security costs	102	92	102	92
Other creditors and accruals	1,056	719	1,295	700
	<u>2,642</u>	<u>1,867</u>	<u>2,881</u>	<u>1,850</u>

12 Funds

	As at 1 January 2014	Incoming resources	Resources expended	Transfers	As at 31 December 2014
	£000	£000	£000	£000	£000
Designated Funds					
Regions	219	428	(604)	215	258
Tangible fixed assets	1,815	-	-	(67)	1,748
Property and maintenance	200	-	-	-	200
Research	100	-	(11)	-	89
ICT Development	92	-	(27)	-	65
Defined benefit pension	744	-	(235)	-	509
	<u>3,170</u>	<u>428</u>	<u>(877)</u>	<u>148</u>	<u>2,869</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 facilitating the purchase of property to support 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.

Research

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

Information and Communications Technology Development (ICT Development)

The Trustees have created 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.

Defined benefit pension

The Trustees have established a designated fund in order to meet the scheduled deficit payment obligations in respect of 2014 and 2015, which are not anticipated to be able to be met from future years' income of the charity and as agreed with the administrators of the West Sussex Local Government Pension Scheme. In accordance with the deficit repayment schedule, an amount of £324k was paid during the year. A further £400k has been designated by the Trustees in the year ended 31 December 2014.

Notes to the Financial Statements for the year ended 31 December 2014 *(continued)*

12 Funds *(continued)*

	As at 1 January 2014 £000	Incoming resources £000	Resources expended £000	Transfers £000	As at 31 December 2014 £000
Restricted Funds					
George Pepler International	54	-	-	-	54
ESPON	-	18	(17)	-	1
USESPON	-	204	(204)	-	-
Lichfield Memorial Lecture	19	3	(1)	-	21
Peter Suttie Award	7	-	(1)	-	7
Planning Aid					
DCLG grant and Donations	117	-	-	-	117
Locality	24	754	(1,021)	243	-
Planning Aid service	-	1	(87)	86	-
West Midlands Planning Aid service	41	-	-	-	41
Gypsy and Traveller Training	4	-	-	-	4
Yorkshire Regional Assembly	3	-	-	-	3
Planning Aid - total	189	755	(1,108)	329	165
	<u>269</u>	<u>980</u>	<u>(1,330)</u>	<u>329</u>	<u>248</u>

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. The ESPON 2013 programme started at the end of 2007 and continues until June 2014. 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.

USESPON

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 2014. The project is a knowledge exchange project about using ESPON research in integrated policies for urban and rural development.

Peter Suttie

This award is organised by the Scottish Young Planners' Network and supported by RTPI Scotland, Heads of Planning Scotland and the Aberdeenshire Council. It is awarded to young planners to undertake a comparative study into planning issues. It was first awarded in July 2013.

Lichfield Memorial Lecture

In 2011, the Institute received a grant from Dalia Lichfield to fund a series of annual lectures in memorial of Professor Nathaniel Lichfield. The first lecture was held in October 2011.

Notes to the Financial Statements for the year ended 31 December 2014 *(continued)*

12 Funds (continued)

Restricted Funds (continued)

Planning Aid

DCLG funding under SCNP does not extend to the Planning Aid advice service. In 2012 the service was funded through a transfer from the General Fund, and the Institute is exploring means by which this service can be funded in future.

DCLG Tender: SCNP - Locality

In 2013, RTPI/PAE won a competitive tender from DCLG to deliver the Supporting Communities in Neighbourhood Planning, a two-year programme of support to communities in England. RTPI/PAE is sub-contracted to Locality until 2015. During this time, RTPI/PAE will assist over 250 community groups at different stages of the Neighbourhood Planning process.

Planning Aid service

DCLG funding under SCNP does not extend to the Planning Aid advice service. In 2012 the service was funded through a transfer from the General Fund, and the Institute is exploring means by which this service can be funded in future.

West Midlands Planning Aid service

Donations received prior to 2011 specifically for the furtherance of the Planning Aid programme in the West Midlands total £41k, and the Trustees have determined that these funds are restricted for that purpose.

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.

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 2014, but funds are being held against future training activities in the context of current and emerging legislation.

The Royal Town Planning Institute

Report and Accounts 2014

Notes to the Financial Statements for the year ended 31 December 2014 (continued)

13 Analysis of group net assets between funds

	General Fund £000	Designated Funds £000	Restricted Funds £000	Total £000
Tangible fixed assets	-	1,748	-	1,748
Listed investments	1,491	-	22	1,513
Current assets	5,169	1,121	226	6,518
Current liabilities	(2,881)	-	-	(2,881)
Net assets	<u>3,779</u>	<u>2,869</u>	<u>248</u>	<u>6,896</u>

14 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

	2014 £000	2013 £000
Turnover	1,022	509
Cost of Sales	(600)	(278)
Gross Profit	422	231
Interest received	-	-
Administration	(31)	(57)
Operating Profit	391	174
Gift Aid to parent undertaking	(391)	(174)
Profit for the year, before and after taxation	-	-

Balance sheet of RTPI Services Limited as at 31 December

	2014 £000	2013 £000
Current Assets		
Debtors	543	177
Cash and bank balances	56	181
	599	358
Creditors (amounts falling due within one year)	(588)	(347)
	11	11
Shareholders funds	11	11

15 Operating leases

Amount charged in year

	2014 £000	2013 £000
Leasehold property	22	24
Equipment	11	19
Total	<u>33</u>	<u>43</u>

Annual Commitment

	Property 2014 £000	Equipment 2014 £000	Property 2013 £000	Equipment 2013 £000
Operating leases expiring within one year	9	-	5	-
Operating leases expiring between 2 and 5 years	-	11	17	11



The Royal Town Planning Institute

Annual General Meeting 2015

To be held at The Radisson Blu Edwardian Bloomsbury Street Hotel, 9-13 Bloomsbury Street, London WC1B 3QD
At 1.45pm on Wednesday 21 October 2015

AGENDA

- 1 **To receive and approve the minutes of the 2014 Annual General Meeting.**
- 2 **To receive the Annual Report and Accounts** for the year ending 31 December 2014 and the Auditor's report thereon.
- 3 **To appoint the auditors.** Proposed that Moore Stephens be re-appointed as auditors.
- 4 **Members' subscriptions**
The subscription rates payable by the various classes of membership are set out in the Annex to the explanatory note.
- 5 **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 2014 Annual General Meeting

The full minutes of the 2014 Annual General Meeting will be tabled, but members may wish to note the following summary of their contents.

The 2014 AGM was held at The Chesterfield Mayfair, 35 Charles Street, Mayfair, London W1J 5EB on Wednesday 16 October 2014 beginning at 2.00 pm. The President, Cath Ranson, took the chair and the meeting was attended by 50 Corporate Members (including retired members).

The meeting received and approved the minutes of the 2013 AGM, received the report of the Trustees on their activities during 2012 together with the audited year end accounts for 2013 and re-appointed the auditors.

Item 3: Appointment of Auditors

Following a full tender for audit services during 2012, Chantrey Vellacott were appointed as auditor. In May 2015, Chantrey Vellacott merged with Moore Stephens with the combined partnership trading as Moore Stephens LLP. The Annual General Meeting is invited to reappoint Moore Stephens as auditors

Item 4: Members' subscriptions

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

The rates for all membership classes are set out in the attached annex.

ANNEX

2016 Subscription Rates

	2015		2016	
	UK/Ire £	Non UK/Ire £	UK/Ire £	Non UK/Ire £
Fellow	290	189	290	189
Chartered Member:	290	189	290	189
Legal Member	290	189	290	189
Retired Member – Fee paying	53	53	53	53
Retired Member – Exempt and Life members	Free	Free	Free	Free
Legal Associate	260	169	260	169
Associate and International Associate	145	145	145	145
Technical Member	145	145	145	145
Affiliate	87	87	87	87
Licentiate				
less than 3 years since election as at 1 Jan 2016	58	58	58	58
more than 3 years since election as at 1 Jan 2016	145	145	145	145
Students (<i>non accredited course</i>)				
less than 3 years since membership as at 1 Jan 2016	90		90	
more than 3 years since membership as at 1 Jan 2016	170	107	170	107
Final Year Students attending RTPI accredited course	Free	Free	Free	Free
Honorary Member	Free	Free	Free	Free

Note: UK/Ire includes the United Kingdom and Northern Ireland, Republic of Ireland, the Isle of Man and the Channel Islands.

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 is linked to the National Minimum Wage and the minimum subscription fee payable will be £53.



RTPI

mediation of space · making of place

© Royal Town Planning Institute
41 Botolph Lane LONDON EC3R 8DL
Tel: 020 7929 9494
Fax: 020 7929 9490
E-mail: online@rtpi.org.uk
Website: www.rtpi.org.uk
Charity registration number 262865
Scottish charity registration number SC 037841