

# International Continence Society



Trustees' Annual Report  
and Financial Statements  
for the year ended 31<sup>st</sup> December 2005

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Make 6 8 and change others



International Continence Society,  
9 Portland Square, Bristol, BS2 8ST, United Kingdom

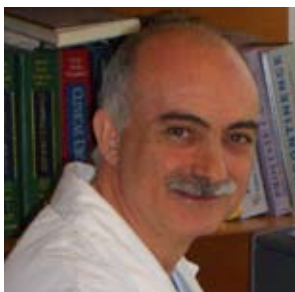
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[www.icsoffice.org](http://www.icsoffice.org)

# 1

## Reference and Administrative Details

<b>Company Number</b>	3589542
<b>Registered Charity Number</b>	1074929
<b>Registered Office</b>	9 Portland Square, Bristol, BS2 8ST
<b>Telephone</b>	+44 (0) 117 944 44881
<b>Fax</b>	+44 (0) 117 944 4882
<b>General Secretary</b>	Prof Walter Artibani
<b>Trustees</b>	Prof Paul Abrams, Prof Walter Artibani, Prof Linda Cardozo, Prof Jean-Jacques Wyndaele
<b>Secretary</b>	Vicky Facey
<b>Auditors</b>	Goldwyns, 9 Portland Square, Bristol BS2 8ST
<b>Solicitors</b>	Henriques Griffiths, 18-20 Portland Square, Bristol BS2 8SJ
<b>Bankers</b>	NatWest Bank, Filton Bristol Branch, PO Box 182, 4 Church Road, Bristol BS99 5AA
<b>Staff</b>	Vicky Facey Administrative Manager Carole Sales Administrative Coordinator Dom Turner IT Manager Avicia Burchill Education Coordinator



Walter Artibani – General Sec



Jean-Jacques Wyndaele – Treasurer



Linda Cardozo – Education Chair



Paul Abrams – Past General Sec



Vicky Facey – Admin Manager



Carole Sales – Admin Coordinator



Dom Turner – IT Manager



Avicia Burchill – Education Co-ord

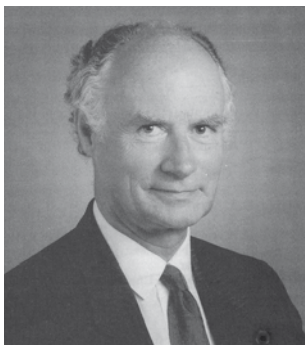
## 2

### Charity Aims, Objectives and Activities

#### 2.1 History

With Peter Caldwell as president, Shedden Alexander as vice president and Eric Glen as the organising secretary, the inaugural meeting of the Continent Club was held in Exeter in 1971. Over 60 participants attended the meeting from several countries and it was hailed as a great success, both scientifically and socially.

At the same meeting Dr Smeekes, from the Hague, emphasised the importance of standardising the nomenclature used in urodynamics.



Eric Glen



Seoul, Korea 2001



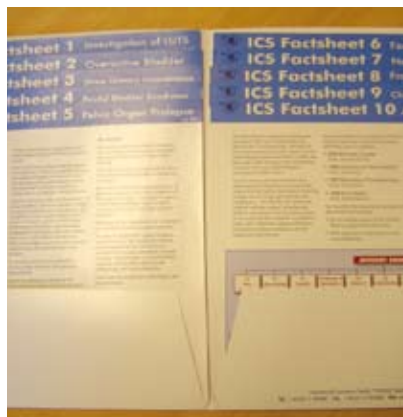
ICS Copenhagen 1973

At the third ICS conference held in Copenhagen in 1973, Tage Hald was elected first Chair of the ICS standardisation Committee. His committee published the first ICS reports between 1976 and 1981. The Society has gone on to publish many reports and retains the copyright, enabling them to be published in a range of international journals.

Since then the ICS has grown from strength to strength. In 1998 the society was set up as a UK Charity under the guidance of Paul Abrams and now boasts a membership of around 2,000 from 70 different countries covering many disciplines including physicians, surgeons, nurses, physicists, physiotherapists, bio-engineers and scientists.

The primary interest of the International Continence Society is to study the storage and voiding function of the lower urinary tract, its diagnosis and the management of lower urinary tract dysfunction, and to encourage research into pathophysiology, diagnostic techniques and treatment.

The founder members decided that the society should meet annually with a different meeting chair and venue each year. This annual meeting remains today one of the most valued dates in the urological and gynaecological calendars attracting in excess of 3,000 delegates from all corners of the globe.



## 2.2 Objectives

The Society is a membership society for professionals working in the field of incontinence.

The objectives for which the Charity has been established are:

- the advancement of sciences concerned with lower urinary tract and pelvic dysfunction including urology, gynaecology and urodynamics
- the promotion of research into the causes, remedies and relief of incontinence
- making provision for the publication of the results of that research.



## 2.3 Activities

Our main activities are our Annual Meeting, the development and production of standardisation reports, educational courses and educational material and communication with other relevant societies and organisations.

## 2.4 Annual Meeting of the ICS



Bernard Jacquetin  
ICS 2004

Jacques Corcos  
ICS 2005

Ted Arnold  
ICS2006

Ruud Bosch  
ICS2007

Sherif Mourad  
ICS2008

Tony Stone  
ICS2009

The Annual Meeting consists of a scientific programme selected from over 1,000 submitted abstracts, along with workshops, courses, committee meetings and, of course, the Society's Annual General Meeting.

The ICS policies, with respect to the Annual Meeting, are to be found in 'The ICS Annual Meeting Guidelines', which is available from the ICS office or website ([www.icsoffice.org](http://www.icsoffice.org)).

The chair for the Annual Meeting is decided four years in advance (i.e. in 2006 for 2010). Bids to host the Annual Meeting must be submitted to the ICS office by 1<sup>st</sup> April four years prior to the meeting. The bids are then approved or rejected by the ICS Nominations and Meetings Committee. Approved bids are then put to a members' ballot via the ICS website. Within two months the results of the ballot will be announced to the membership by email. A notice will also be put in the members' journal, in the ICS newsletter and on the website.

No canvassing of ICS membership by the proposed organising committee bidding for the Annual Meeting is allowed. Any canvassing will result in the rejection and disqualification of the bid.

# Trustees' Annual Report 2005

## Recent Meetings

ICS 2004, Paris, France – Chair Bernard Jacquetin

ICS 2005, Montreal, Canada – Chair, Jacques Corcos

## Future Meetings

ICS 2006, Christchurch, New Zealand – Chair, Ted Arnold

ICS 2007, Rotterdam, Netherlands – Chair, Ruud Bosch

ICS 2008, Cairo, Egypt – Chair, Sherif Mourad

ICS 2009, San Francisco, USA – Chair, Tony Stone



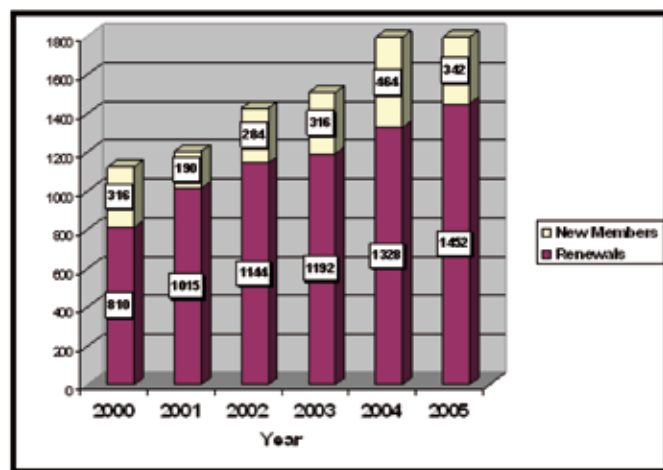
## 3

### Structure, Governance and Management

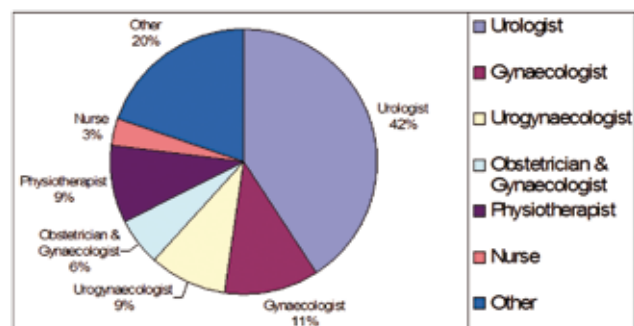
## 3.1 Membership

The membership of the International Continence Society has grown significantly in the last five years. The various graphs give an indication of this growth and detail the distribution, in terms of profession and geography.

New and renewed members since 2000



ICS member professions

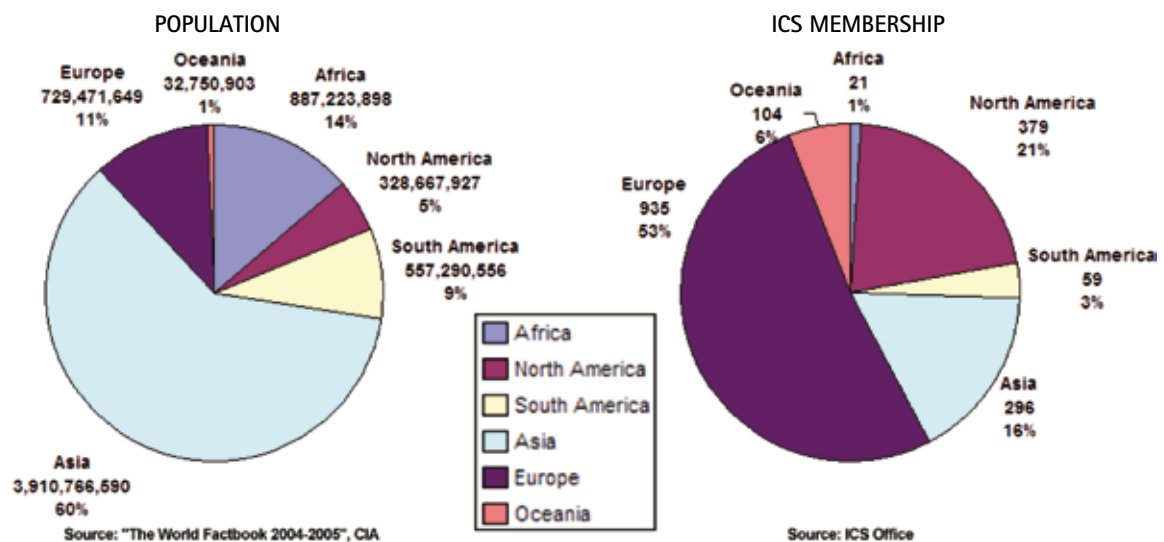




Geographical distribution



Global representation (as of AGM 2005)



The Annual Membership subscription remains at £50 thanks to support from various industry partners. Subscription includes;

- Six issues of the journal *Neurourology and Urodynamics* (Official journal of the ICS)
- On-line access to Wiley Interscience
- A substantial discount on registration to the ICS Annual Meeting
- Free access to all educational materials on the ICS website
- Access to ICS members worldwide
- ICS Membership Certificate
- ICS Membership Book
- On-line membership directory
- A bi-annual ICS Newsletter
- Free membership to the EU-ACME Programme for CPD



# Trustees' Annual Report 2005

## 3.2 Board of Trustees

The ICS Board of Trustees are also the members of the Society's Executive Committee and directors of its trading subsidiary, Conticom ICS Ltd.

The 2005 Board of Trustees is made up of:

<b>The ICS General Secretary</b>	Walter Artibani – 6 year term started 2003
<b>The past ICS General Secretary</b>	Paul Abrams – 3 year term started 2003
<b>The ICS Treasurer</b>	Jean Jacques Wyndaele – 9 year term started 1998
<b>The ICS Education Committee Chair</b>	Linda Cardozo – 6 year term started 2001



The Board of Trustees are required to meet four times per year and are responsible for;

- The long-term direction of the Society
- The development of new projects in line with the Society's charitable aims
- Ensuring the Society's charitable aims and objectives are met
- Inspection of the Society's annual accounts
- Ensuring suitable accounting policies are established and applied consistently
- Monitoring and reporting financial position to membership
- Safeguarding the assets of the charity and applying them properly
- Ensuring the Society is operating efficiently and effectively
- Ensuring proper records and reliable financial information are maintained

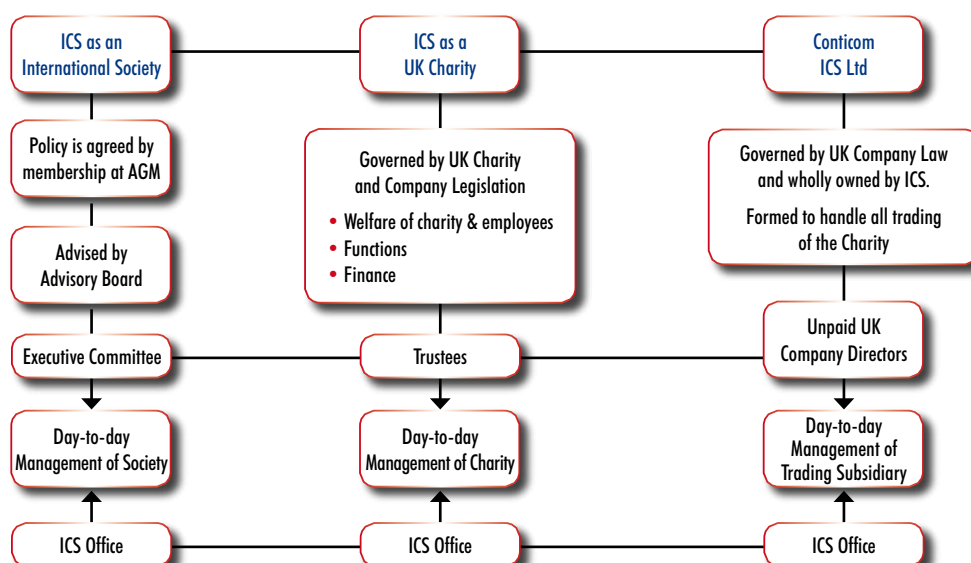
### Method, policies and procedures for recruitment, appointment, induction and training of new trustees.

All nominated candidates for trustee positions will receive documents outlining their duties, responsibilities and any risks pertaining to the role of trustee. They can request attendance at a meeting of the Board of Trustees as observers, in preparation of their possible appointment, with the agreement of the Board.

The Nominations Committee will review all candidates for their suitability, prior to their nominations being put to the membership. All trustees are elected by the membership.

## 3.3 Today's Management Structure

The Society is governed by its Memorandum and Articles of Association, updated in 2003, together with regularly updated bylaws. These reflect the current activities of the Charity.





As a UK Registered Charity, the ICS Trustees are held responsible ultimately for the Charity and its affairs.

However, the Society has a management structure and bylaws which ensure that members have an input on decisions within the Society, by means of an elected Advisory Board. The Advisory Board is made up of elected committee chairs, meeting chairs and other representatives from the membership and is consulted on decisions and direction regarding the Society and its members. The Executive Committee (a small group of Trustees within the Advisory Board) are responsible for the day-to-day financial management of the Society.

The Trustees (Executive Committee) and the Advisory Board delegate the day-to-day and financial management of the Society, its trading subsidiary and office staff, to the Administrative Manager. The Administrative Manager is a full-time employee of the Society and its trading subsidiary and reports directly to the Trustees (Executive Committee) who are ultimately responsible for the management and finances of the Society and the review and approval of administrative procedures implemented by the Administrative Manager.



## Advisory Board

The ICS currently has an Advisory Committee which consists of:-

Walter Artibani	General Secretary
Jean-Jacques Wyndaele	Treasurer
Philippe van Kerrebroeck	ICS Standardisation Committee Chair
Diane Newman	ICS Continence Promotion Committee Chair
Rien Nijman	ICS Children's Committee Chair
Linda Cardozo	ICS Education Committee Chair
Paul Abrams	ICS/ICUD Committee Chair/Past Gen Sec
Kari Bo	Co-opted
Jerzy Gajewski	ICS Publications Committee Chair
Jacques Corcos	ICS Neurourology Com Chair/Chair ICS 2005
Gordon L Hosker	Co-opted
Joachim W. Thuroff	Co-opted
Lewis Wall	ICS Ethics Committee Chair
Edwin Paterson Arnold	Chair ICS 2006
Bernard Jacquetin	Chair ICS 2004
JLH Ruud Bosch	(Observer – Chair ICS 2007)
Mohamed Sherif Mourad	(Observer – Chair ICS 2008)
Anthony Stone	(Observer – Chair ICS 2009)

- Members of ICS may be co-opted, joining the Advisory Committee for 3 or 6 years. These individuals will be selected in order to balance the Advisory Committee membership and reflect the multi-disciplinary nature of the ICS.
- Elected chairs of the current and future ICS annual meetings, may attend Advisory Committee meetings as observers.

# Trustees' Annual Report 2005

## 3.4 ICS Committees

The ICS currently has the following committees:

### ICS Education Committee

Linda Cardozo – Chair	Paul Abrams
Walter Artibani	Carlos Levi D'Ancona
Michael Halaska	Hashim Hashim
John PFA Heesakkers	Vikram Khullar
Helmut Madersbacher	Flavio Trigo Rocha
Roger Roman Dmochowski	Menahem Neuman
Peter K Sand	Ajay Singla
Marijke C. Ph. Sliker-ten Hove	Amanda Wells
Jean-Jacques Wyndaele	

### Remit

The main aim of the Education Committee of the ICS is to establish, promote, organise and co-ordinate all educational activities undertaken under the aegis of the ICS. This will involve the following activities:

- A. Educational courses to be arranged by the ICS Office and held in association with the ICS Annual Meeting each year.
- B. Submitted pre-meeting workshops for the ICS Annual Meeting each year to be scrutinised and approved, in association with the Scientific Chair.
- C. Standards to be set for teaching and training related to incontinence and allied subjects for under graduate medical students, post graduate junior doctors, specialist registrars and subspecialty trainees, as well as nurses, physiotherapists and technicians.
- D. Standards to be established for continuing medical education (professional development for qualified healthcare professionals, specialising in, or with an interest in, incontinence and allied disorders).
- E. Urodynamics courses to be approved for accreditation.
- F. Working with the Scientific Chair of each ICS Annual Meeting to ensure that the scientific programme is well balanced and achieves a high educational standard.

The Education Committee of the ICS will comprise members from relevant medical specialties, allied healthcare professionals and scientists, all being fully paid-up members of the ICS.

They will be elected for an initial three-year period, with a possible extension for a second three-year term.

The Education Committee will meet twice each year, once in association with the ICS Meeting (for half a day) and once in association with either the Scientific Committee Meeting of the ICS or another related meeting attended by a quorum of Education Committee members such as the American Urological Association Annual Meeting or the European Urological Association Annual Meeting. Any member of the Education Committee who fails to attend two out of three meetings of the committee will be asked to tender their resignation unless adequate explanation for their absence can be provided.

All members of the Education Committee are expected to contribute to the overall committee and to work in the relevant sub committees.

The work of the committee will be overseen by the Education Committee Chair who will be a member of the Advisory Board of the ICS and who will present the Education Committee report at the AGM of the ICS each year.

The Chair will stand for a three-year term initially, renewable for a further three years, and will be nominated by the Advisory Board and elected by the membership of the ICS.

## ICS Standardisation Committee

Philip van Kerrebroek - Chair  
Paul Abrams  
Walter Artibani

### Remit

The Standardisation Committee aims to standardise terminology and methodology in the broad field of function and dysfunction of the lower urinary tract.

In 2005 Derek Griffiths was voted in as the new Chair taking over from Philip Van Kerrebroek. However, Derek Griffiths resigned for personal reasons before starting any new work with the Committee and, at the request of the Advisory Board, Philip van Kerrebroek has taken up the role of interim Chairmanship. New nominations for the position of Chair will be invited in the next six months with a ballot taking place in 2007. In the meantime the Committee is preparing a global publication of all the previous Standardisation Reports in printed version.



Philip van Kerrebroek

## ICS Children's Committee

Rien Johan Marien Nijman - Chair  
David A. Bloom  
Jens C Djurhuus  
Chung Kwong Yeung

### Remit

The Children's Committee of ICS is responsible for the organisation of the ICS Course on Incontinence in Children. The Committee usually meets during one of the international paediatric meetings. Most of the work is done through email. The Committee also ensures close co-operation between ICS and the ICCS. During the past years the ICCS has grown and has established a sound basis for the study and treatment of urinary incontinence in children: it also includes problems with defecation and faecal incontinence. The Committee aims to inform the ICS membership about new developments in the field of incontinence in children.



## ICS Continence Promotion Committee

Diane Newman (Chair)	Christine Norton (Co-Chair)
Cheryle Gartley	Elisabeth Willemina Bakker
David Fonda	Ilan Gruenwald
Peter Huat-Chye Lim	Helmut Madersbacher
Vasan Satya Srin	Rani Vadiveloo
Jean-Jacques Wyndaele (Co-opted)	Tamara Didanson
Ewa Kolby Falck	Marie Carmela Lapitan
Nancy Muller	



Diane Newman

### Remit

The Continence Promotion Committee's (CPC) mission is to promote awareness through its national organisations' members, as well as to provide a forum to support the formation of individual public and patient-based organizations in interested countries. The CPC's multinational and multi-disciplinary representation aims to identify broad issues through an international forum that can facilitate translation at a local national level. The CPC's goals are to promote education, services and public awareness about incontinence throughout the world, and to facilitate communication, exchange of information and partnerships between continence organisations, healthcare professionals, governments, and industry.

# Trustees' Annual Report 2005

## ICS Publications Committee

Christopher R Chapple – Chair 2004/2005

Jerzy B Gajewski – interim Chair from 2006

Daniela Marschall-Kehrel

Susie Orme

Stefano Salvatore

Walter Artibani

Heinz Koelbl

Jane M. Meijlink

Piotr Radziszewski



Chris Chapple 2005

### Remit

This Committee has been charged with the role of communicating important news, information and, in particular, scientific developments both to and from the membership and between the ICS and the outside world.

In addition to the further development of the website, important new projects over the next few months will be the development of a topical newsletter for the membership, a press office and the development of a plan for future ICS publication policy.

The ICS Publications Committee was established in 2004 to oversee the ICS publications. The principal aims of the publication office are:

- To oversee the production of a regular newsletter.
- To oversee the development and maintenance of the ICS website.
- To deal with all other publications and media activity relating to the ICS.

The result of this Committee's activity should be to produce and integrate publication interface between the ICS and its members, other professional bodies and the outside world.

The Publication Committee will meet twice each year, once in association with the ICS meeting and once at another time, preferably six months prior to the ICS Annual Meeting.

The work of the Committee is overseen by the publication office Chair who will be a member of the Advisory Board and the ICS and who will represent the Publication Committee at the AGM of the ICS each year.

In providing this role, the Chair of the Publication Committee will work closely with other members of the Advisory Board of the ICS and in coordination with the Executive Committee.



Jerzy B Gajewski 2006

## ICS Neurourology Committee

Jacques Corcos – Chair

Saad Benjelloun

Emmanuel Chartier-Kastler

Andrei Valentin Manu-Marin

Jean-Jacques Wyndaele

Francesco Pesce

Helmut Madersbacher

Homero Bruschini

Graham H Creasey

Michelle Spinelli

Karel Everaert



Jacques Corcos

### Remit

The aim of this committee is to assist centres requesting help in the set-up, development and promotion of Neurourology.

## ICS Ethics Committee

### Remit

As the International Continence Society increases in size and prominence, it is wise for the Society to establish a formal ethics committee to deal with the ethical aspects of such issues as may come before it.

The purpose of the Ethics Committee of the ICS would be:

- To provide ethical advice to the Advisory Board or to conduct ethical inquiries concerning any such matters about which the Board requests guidance.
- To establish rules regarding the disclosure of possible conflicts of interest. Such rules will govern the conduct and participation of:
  - i. Members of the Society who present papers or lectures at events sanctioned by the Society
  - ii. Members of the Society who chair programme sessions at events sanctioned by the Society
  - iii. Members of the Society who chair sessions or present lectures at industry-sponsored symposia held in conjunction with ICS-sanctioned events
  - iv. Members of the Society who hold membership on committees, boards, or other bodies organized or sanctioned by the Society or bodies which are part of the Society's governing or administrative structure
  - v. Non-member guests who have been invited to make presentations or otherwise participate in events sanctioned by the Society

### ICS/ICUD Committee

Paul Abrams - Chair  
 Walter Artibani  
 Linda Cardozo  
 Saad Khoury  
 Alan J Wein



Paul Abrams

### Remit

This committee ensures efficient distribution of education and knowledge between the International Consultations on Incontinence and the International Continence Society.

**A CHAIR FOR EACH OF THE ABOVE-MENTIONED COMMITTEES  
 SHALL BE ELECTED BY ELECTRONIC MEMBERSHIP BALLOT,  
 TO HOLD OFFICE FOR 6 YEARS.**

### ICS Meetings and Nominations Committee

#### Remit

This Committee is responsible for ensuring that only suitable Annual Meeting applications, or candidates for ICS positions, are accepted for ballot by the membership.

This group consists of the General Secretary, past General Secretary, General Secretary-elect, Treasurer, Chair of the Education Committee and the option of 3 co-opted ICS members (normally the Chairs of the last three Annual Meetings).

### ICS Scientific Committee

#### 2005 Scientific Committee Members

Walter Artibani - General Secretary	Linda Cardozo
Roger Roman Dmochowski	John W Downie
Chantale Dumoulin	Derek Griffiths
Francois Haab	Guus Kramer
Christine Norton	Stefano Salvatore
Erik Schick	Mark Vierhout
Hessel Wijkstra	Don Wilson



# Trustees' Annual Report 2005

## Remit

This Committee has the duty to review and select the papers/posters to be presented at the Annual Meeting and to produce the scientific programme for the Annual Meeting each year.

The Committee will consist of a Chair, appointed by the Chair of the ICS Annual Meeting for that year and the ICS General Secretary, together with two local representatives, four elected ICS representatives (two clinical and two non-clinical) and the Chairs of the previous two years and the next two years ICS Scientific Committees.

The ICS representatives to the Scientific Committee are elected for three-year terms, two shall usually be clinical and two non-clinical.

The Chair of the Scientific Committee is obliged to ensure that his/her Committee is balanced to represent the interests of the ICS membership as a whole.

The Education Committee Chair shall also attend the Scientific Committee to ensure a balanced and interesting programme has been selected for the Annual Meeting.

A Scientific Co-ordinator will be selected in a paid consultative role to mark all papers (scores only to be used if required), to remove and reject all papers not adhering to the rules and to give guidance to the committee and abstract authors.



## 3.5 Election of ICS Posts

Nominations shall be received by the ICS office for all elected posts by April 1st in the year that election will take place.

All nominees must be current, paid-up ICS members.

Nominations shall be proposed and seconded by ICS members.

The ICS membership shall be requested to make nominations by a notice placed in *Neurourology & Urodynamics*, by electronic mailing, in the final call for abstracts for the annual scientific meeting and on the ICS website.

Nominees will be announced at the AGM and an on-line ballot will commence for 8 weeks, with the winner announced in the next issue of *Neurourology and Urodynamics*, in the ICS newsletter, on the ICS website and by an email notification to members.

Nominations for new Committee Chairs should only include those who have attended at least two respective committee meetings.

No canvassing by candidates to ICS members is allowed; candidates found canvassing will be disqualified from the ballot.

The Meetings and Nominations Committee has now been established to ensure only suitable candidates are put forward for ballot by the membership.

## 4

### Achievements and Performance

#### 4.1 ICS Office

The financial stability of the Society meant that the administrative office of the Society was able to increase its staff to four, thus allowing many of the proposed projects and initiatives to be developed and completed. The office staff team now consists of an Administrative Manager, an Information Technology Manager, an Administrative Co-ordinator and an Education Co-ordinator. The move to 9 Portland Square proved to be a very successful and sensible step for the ICS with the Society's accountants and lawyers located on the square and easy access for visitors and members.

#### 4.2 ICS Annual Meeting 2005

The Annual Meeting in Montreal was a great success from both a scientific and social perspective, with over 3,000 attending delegates. Jacques Corcos and all the local organisers must be congratulated for a perfectly co-ordinated event. Social activities were memorable, and the venue ideal.

Erik Schick (Scientific Chair), Guus Kramer (Scientific Co-ordinator) and the Scientific Committee members provided an excellent scientific programme, selecting carefully from over 890 abstracts. Eleven ICS educational courses were provided under the guidance of Linda Cardozo and the Education Committee members. All were well received and attended.



Pre-meeting workshops were also very successful, a true arena for new ideas and intense discussion. A record 24 workshops ran, most of them full to capacity.

#### 4.3 Additional ICS Committee Meetings

One aim for 2005 was for ICS committees to meet, in addition to the Annual Meeting, allowing committees to discuss and initiate new projects. This was achieved, with many committees meeting and developing new initiatives in 2005.

#### 4.4 Educational Courses

The Education Committee, under the guidance of Linda Cardozo, has planned and developed a series of ICS educational courses. These are heavily subsidised by the ICS and are aimed at young professionals who may experience difficulty obtaining funding to attend the ICS Annual Meeting. The course registration fee is a nominal one, kept well below cost to encourage attendance, particularly in developing countries, from those seeking to improve their knowledge in the field of incontinence. All ICS educational courses are open to ICS members and non-members. The ICS plans to host at least three stand-alone educational courses per year, in addition to the Annual Meeting and the ICS will endeavour to host these in developing countries. The ICS aims to promote Continuing Medical Education, with each Educational Course accredited with European Urology-Accredited CME (EU-CME) and other similar accrediting bodies, wherever the course is being held.

# Trustees' Annual Report 2005



The first ICS Educational Course was held in Barcelona in November and was a huge success, attended by over 250 delegates. The programme consisted of a range of short sessions presented by internationally renowned speakers. Aimed at a younger audience, it is estimated that 80% of those who attended would not normally have been at the Annual Meeting and therefore we achieved the main aim of this new initiative. 71 of the delegates returned their evaluation forms, 33% of which were from ICS members. Overall scores for the speakers were good and the feedback as to whether they would recommend the course was positive, at 97%. When asked if ICS should conduct a similar course in the future, the response was 100% positive. The ICS provided funding of approximately £22,000 to subsidise the course.

## 4.5 Publications

The new bi-annual ICS Newsletter was launched successfully by the Publications Committee, along with a press/information pack. These publications have both been well accepted with positive comments from members, companies and media.



## 4.6 Information Technology

### Website Overview

One of the most beneficial educational tools of the ICS is the website [www.icsoffice.org](http://www.icsoffice.org). The website hosts a huge amount of information and research data in the form of on-line searchable abstracts from our Annual Meetings, dating back to the 1970s and Standardisation Reports from 1987 to date. These documents are free and available to all members. In 2004 a dedicated IT Manager was taken on by the Society as the design and maintenance of our systems had become a full-time job.

### ICS IT Projects 2005

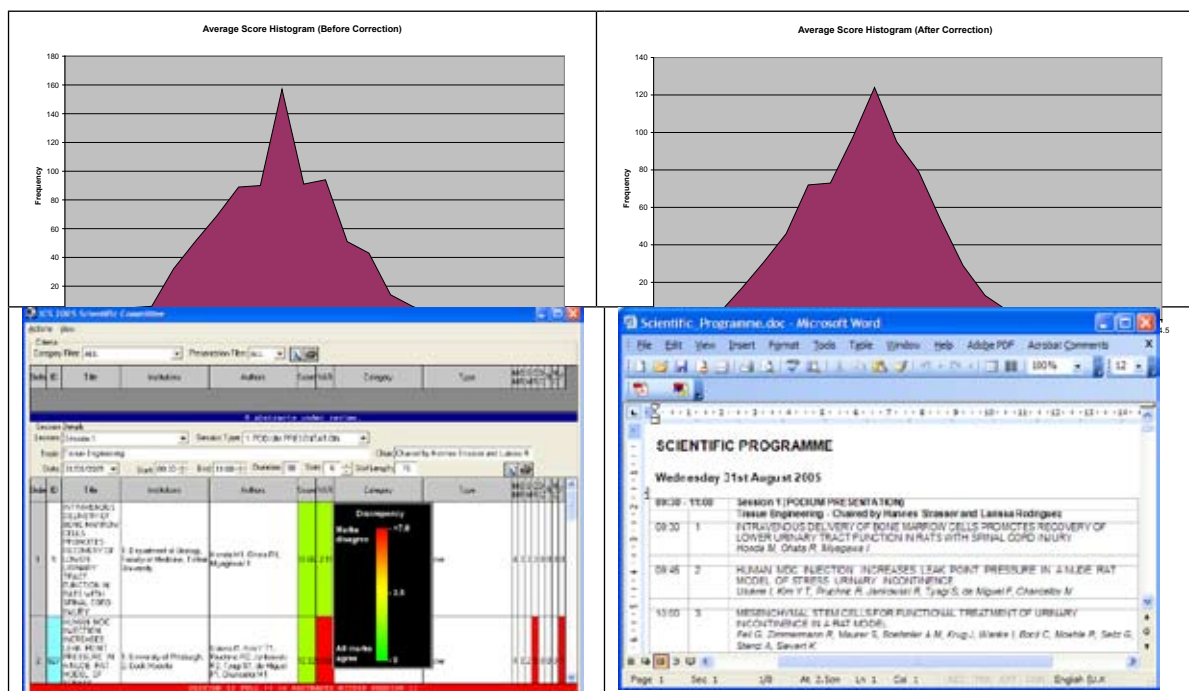
2005 was a busy and exciting year for the ICS with respect to our IT systems and infrastructure. Much work has been done to put the ICS organisation on a solid foundation for future growth and expansion, with a strong emphasis on developing systems and processes to improve efficiency and control costs. The projects undertaken in 2005 mark the first stage in the three-year IT plan for the ICS – with the new Membership Database as the bedrock for all future work.

### Voting System

The ICS Voting System facilitates elections on the ICS website for ICS posts. Members can nominate or second candidates for a post from the list of eligible members. Votes are made using the Single Transferable Vote where members put their choices in order of preference. If their first choice is knocked out of the election during counting, their second choice is used until there is a majority winner. Staff are able to monitor the vote as it is in progress and the system will automatically calculate the results of the election.

### Abstract System 2005

Improvements were made to the existing system allowing better review of abstracts and planning prior to the scientific meeting.



Montreal's scientific meeting was a great success with a record number of abstracts received for an "ICS only" meeting.

Post-meeting processing and publication went well with the ICS office producing the final proof of Neurourology and Urodynamics Abstract Edition for the publishers (Wiley) by mid June, plenty of time for delivery ahead of the meeting.

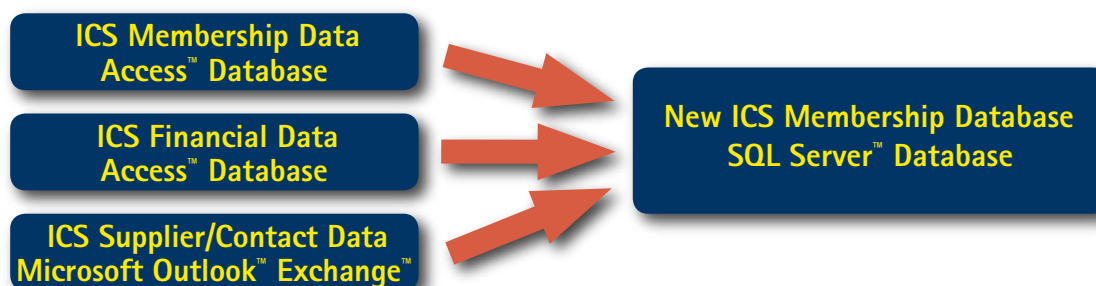
## ICS Membership System Overview

The new ICS Membership System currently under implementation, is based on ASP.NET and SQL Server technologies, the latest internet programming and database platforms from Microsoft. They enable our website to be more robust, secure and scalable with better performance than the older ASP and Access technologies they replace.

The system is the cornerstone of all our future web projects, in that it gives a solid base of user access/security, ecommerce, email communications and administration for future systems.

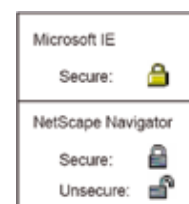
## ICS Membership Database

The membership data, supplier / contact data and financial records from all previous systems have been imported into the new database, giving a single integrated solution for the ICS organisation.



## ICS Website Security

Access to all pages within the ICS website are now controlled via the ASP.NET security model. Pages cannot be viewed unless the user has been authenticated and has obtained permission to access the page.



## Encryption

The ICS website now has an SSL Certificate implemented, giving users 128-bit encryption when using our website. This gives users the peace of mind to use our e-commerce card payment systems with confidence, and protects members' data from being abused.



Simply by clicking on the padlock symbol at the bottom of their browser, visitors to the icsoffice.org website can be assured of our authenticity.

## Login Authentication

- A common login is now given to all areas of the website (also integrated with older systems).
- Currently ICS Number/Last Name but can be changed to any password.



## Membership Directory – Member Search

- The new membership directory allows members to search the database using an advanced search engine.
- The new database allows powerful searching, for instance on members in a geographical area e.g. Continent="Americas"
- Membership and contact details are shown when a contact from the Membership Directory is selected. Depending on the user's level of access, different actions are available.

## MSN Messenger Integration

If a member has added their MSN Messenger account details to their profile, other members are able to add them to their MSN Messenger Address Book, allowing them to participate in chat, audio and video conferencing on-line.



## Editing Membership Profile

- Members may edit their contact details, giving as much information as they wish to share with other members, safe in the knowledge that these details are unavailable to the public.
- Should a member wish to remain anonymous, they can elect to prevent their details being published on-line or in the Membership Book.
- Members can upload photographs, resumes, biographies and other contact data to their profile to share with the membership.

## Joining the ICS / Renewing Membership

New Members complete their details and then proceed to the check-out, or elect to pay by invoice in the same way as renewing members.





## Third-Party Integration

The ICS Membership System allows third-party integration with our strategic partners, allowing the ICS to give real-time secure access to selected membership data. This will allow members to claim membership discounts by entering their ICS membership number when registering for the Annual Meetings. Invoices can be viewed, printed or emailed on-line. If an invoice is paid by direct bank transfer or cheque, it can be marked as paid.



## 5

## Future Plans: Activities & Projects

### 5.1 2006/2007 Educational Courses

With the success of our first Educational Course in Barcelona, the following courses have been planned for 2006/2007 Educational Course, applications and guidelines are currently being produced by the Education Committee and Coordinator.

- Sao Paulo, July 2006
- Beijing, September 2006
- Abu Dhabi, January 2007
- Greece, May 2007
- India, November 2007

### 5.2 Additional Committee meetings

All committees have now been given a budget to enable them to hold meetings during the year, in addition to the usual committee meetings at the Annual Meeting. It is hoped this will assist productivity and efficiency of committees and projects.

### 5.3 School of Urodynamics

The School of Urodynamics was established in November 2005 under the umbrella of the ICS Education Committee and Paul Abrams was asked to be its first Director.

The aims of the School are:

- To promote the use of urodynamics in order to improve patient care in a multi-disciplinary environment of investigation and treatment.
- To support urodynamic training in order to raise the standard of urodynamic testing worldwide.

# Trustees' Annual Report 2005

The ICS School of Urodynamics will develop a strategic plan in order to achieve its aims. Elements in this plan include recognising courses and training programmes. Courses will be stand-alone, lasting up to 3 days.

Training programmes may involve a course, but will also contain an element of mentorship and ongoing assessment, by such means as "log books" of patients investigated with case histories.

Certain principles will be applied before recognition is agreed:

- ICS terminology and standardisation reports will be made available to all delegates/trainees
- Speakers and teachers will be ICS members and will adhere to ICS recommendations in their presentations.

## ICS Teaching Material

Slide sets will be developed and made available worldwide for translation. These will be based on the published ICS documents.

## ICS Urodynamic Champions

A network of country and/or regional representatives will be developed, whose responsibility it will be to develop courses/ training schemes

## Promoting Inter-Disciplinary Working

Already the school is seeking and receiving co-operation between nurses, urologists and gynaecologists to develop courses in North America.

## Managing Conflicts of Interest

The ICS will not recognise any course that restricts industrial support to a single manufacturer or company.

The School recognises that centres offering training cannot be expected to use machines with which they are unfamiliar. However, certain steps are important in ensuring that conflict of interest is managed.

- All manufacturers operating in the local market should be made aware of any course/training programme
- All manufacturers can be asked if they wish to provide machines for hand-on instruction, delivered to ICS standards, either as a formal part of the activity, or as part of an exhibition.

## Standardisation of Urodynamic Equipment

The School plans to work with industry to ensure that equipment conforms to ICS recommendations and allows ICS good urodynamic practice to be used.

## 5.4 Developing Countries

All committees have been asked to put special emphasis on ideas and projects for expanding membership in developing countries. It is also hoped the Educational Courses will encourage membership in these areas.

## 5.5 ICS Annual Meeting 2006 – Christchurch New Zealand

Meeting Chair

Ted Arnold

Scientific Chair

Don Wilson

For programme details and to register, go to:

[www.ics2006.co.nz](http://www.ics2006.co.nz)



The 36<sup>th</sup> ICS Annual Meeting will be held in Christchurch from Monday 27<sup>th</sup> November to Friday 1<sup>st</sup> December and is a conjoint meeting of two major Australasian continence promotion organisations: the Continence Foundation of Australia (CFA) and the New Zealand Continence Association (NZCA).

Workshops and ICS Educational Courses will be held on Monday and Tuesday, 27<sup>th</sup> and 28<sup>th</sup> November, with the scientific programme commencing on Wednesday 29<sup>th</sup> November. Three state-of-the-art lectures on Faecal Incontinence, Urinary Incontinence in Females and Current Ethical Issues are also planned for the programme.

## **5.6 Planned IT Projects**

The ICS has many IT projects planned which will extend the work set in place by the new membership system. These systems should extend the functionality available to members, giving new features to committee members and others.

These include:

### **Committees**

A new Committees Section will give greater visibility to the ICS organisational structure, be more open to the public and give members greater detail of the people who give their time to the Charity.

### **Sophisticated Navigation**

A new navigation interface will be added to the website to give members a more sophisticated tool with which to navigate the ICS website. This will provide members with a more tailored experience, depending on their interests and permissions.

### **Documents**

An updated Documents Section is planned, which will give members the ability to upload new documents to the ICS website for discussion and review. Committee members will be able to add documents that can only be seen by their Committee, making them available to all members, if they wish.

### **Voting**

The voting system will be upgraded to integrate more closely with the new membership database, automatically initiating elections for posts when officers are coming to the end of their tenure. More flexible voting functions will be added to allow for special votes on topical issues.

### **Abstracts**

The abstract system will be upgraded to make submitting, reviewing and publishing abstracts easier, faster and more transparent. Integration with the new membership system should make the process much quicker for ICS members.

### **ICS Events Database**

An events database will be developed to allow a consistent process to store information about our Annual Meetings, education courses, recognised courses and other events.

### **ICS Forums**

A Forums Section is planned, which will allow members to debate hot topics in incontinence.

### **ICS Chat**

A chatroom for ICS members to talk to each other on line is to be established.

### **ICS News**

It is proposed that there will be a section dedicated to news stories from the ICS, with news feeds relevant to incontinence drawn from news organisations.

## 6

### **Risk Management**

The Trustees are reviewing and implementing a formal risk management process to assess business risks and implement risk management strategies.

The Trustees have identified the types of risks the Charity faces, and have prioritised them in terms of potential impact and likelihood of occurrence and identified, where possible, means of mitigating the risks. The adequacy of internal controls are reviewed and costs of implementing new controls compared to benefits obtained and implemented, if agreed. Procedures have been established for reporting failure, immediately, to appropriate levels of management and to the Board of Trustees.

The task of monitoring the Charity's financial control systems and procedures is delegated to the ICS Treasurer (Jean Jacques Wyndaele). In conjunction with the Administrative Manager (Vicky Facey) and the Charity's auditors (Goldwyns) the treasurer reviews and reports to the trustees on the working of these systems and procedures in relation to the wider issue of managing major risks identified as arising from or in connection with the Charity's activities.

We continue to keep under review the adequacy of our systems which are, in our opinion, appropriate for the Charity at present.

We believe an area of risk requiring particular attention is the ICS Annual Meeting, where possible cancellation or postponement due to terrorist attacks or natural disasters is a major concern. The Charity has passed on the major risk to our new permanent Congress Organiser who, from 2008, will bear the financial risk of any cancellation or postponement. We are also ensuring adequate levels of insurance are sought for each event.

A nominations committee has now been established to ensure suitable Trustee candidates are put forward for ballot by the membership.

Key Staff – Although all efforts are made to ensure the administration of the society could continue efficiently should certain key members of staff leave or be absent for any length of time, the position of Administrative Manager and IT Manager are particularly important positions.

With regard to the Society's finances, the Auditors are fully aware of the current status and systems used and could take over from the Administrative Manager in an emergency. The Trustees and the Administrative Manager are all signatories on the Society accounts and therefore any two could sign if required.

With regard to IT systems, the IT Manager is documenting all design and maintenance work to ensure another IT specialist could take over in an emergency. All systems and the ICS website are backed up and stored off site.

Wherever possible, all ICS office staff are trained and briefed in all office procedures.

## **7**

### **Reserves Policy**

The Trustees of ICS have adopted this reserves policy in order to determine prudent levels of financial reserves which ICS should maintain. The process for setting and monitoring the annual budget will take account of the level of reserves set by this policy. Reserves are maintained:-

- a. To provide a safeguard of two years' estimated operating costs of ICS.
- b. To provide an element of contingency for unforeseen liabilities.
- c. To provide a permanent base for the Charity.

In determining the level of reserves the Trustees have taken into account the average present annual operating costs (£225,000 per annum). They have also allowed, within the contingency element, a figure of £50,000 in case of liabilities arising against ICS in respect of the Annual Meeting. The Annual Meeting is an annual international medical and scientific conference for specialists in the medical and scientific disciplines relevant to the charitable objects of ICS. Organisation of the Annual Meeting is contracted to an organiser by Conticom-ICS Limited (the wholly-owned trading subsidiary of ICS).

The terms of the relevant agreement (on which legal advice was taken) provide for the organiser to accept all financial risks and for a proportion of any net profits to be passed to ICS via Conticom-ICS Limited. However, notwithstanding the provision regarding financial risks, the trustees consider it prudent to retain the contingency figure stated in case any liability should be alleged against ICS in the event of a major failure of the Annual Meeting, such as cancellation. The specific figure is deemed appropriate in light of the scale of the Annual Meeting (3,000 delegates in 2005 at an average fee per delegate of £250).

The Trustees consider it appropriate to retain two years' operating costs as ICS operates on an annual cycle and its key annual event (the Annual Meeting) has to be pre-planned on a four year cycle.

The Trustees are also currently considering the purchase of a freehold property to provide a permanent base for the ICS. £550,000 has been set aside for this purpose.



## 8

### **Financial Statements for the year ended 31st December 2005**

#### **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE INTERNATIONAL CONTINENCE SOCIETY**

We have audited the consolidated financial statements of The International Continence Society for the year ended 31 December 2005, which comprise of the Statement of Financial Activities (including Summary Income and Expenditure), the Balance Sheet, and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of directors and auditors**

As described in the Statement of Trustees' responsibilities the trustees (who are also the directors of The International Continence Society for the purpose of company law) are responsible for the preparation of the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Report of the Trustees and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements with the financial statements. Our responsibilities do not extend to any other information.

#### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 December 2005 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985

Goldwyns  
Registered Auditor  
Chartered Accountants  
9 Portland Square  
BRISTOL  
BS2 8ST

Date: .....

THE INTERNATIONAL CONTINENCE SOCIETY  
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2005

	Note	Year Ended 31.12.05		Year Ended 31.12.04	
		Unrestricted Funds		Unrestricted Funds	
		£	£	£	£
<b>Incoming resources</b>					
<i>Incoming resources from generated Funds:</i>					
Voluntary Income:					
Donations and gifts	2	519,120		334,495	
Sponsorships and grants	3	-		27,174	
Investment Income	4	<u>19,181</u>		<u>5,589</u>	
			538,301		367,258
<i>Incoming resources from charitable Activities:</i>					
Educational activities	5	23,887		-	
Membership fees	6	<u>89,450</u>		<u>89,716</u>	
			<u>113,337</u>		<u>89,716</u>
<b>Total incoming resources</b>			651,638		456,974
Resources expended					
<i>Costs of charitable activities:</i>					
Educational activities	7	85,024		-	
Membership costs	7	117,789		94,035	
<i>Governance costs</i>	7	<u>29,576</u>		<u>19,106</u>	
<b>Total resources expended</b>			<u>232,389</u>		<u>113,141</u>
<b>Net incoming resources</b>			419,249		343,833
Fund balances brought forward at 1 January 2005			745,281		401,448
Fund balances carried forward at 31 December 2005			<u>1,164,530</u>		<u>745,281</u>

All the above results are derived from continuing activities. All gains and losses recognised in the period are included above.

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING CONSOLIDATED INCOME & EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2005

		Year Ended 31.12.05	Year Ended 31.12.04
		£	£
<b>Incoming resources</b>			
<b><i>Incoming resources from generated Funds:</i></b>			
Voluntary Income:			
Donations and gifts	2	4,745	4,100
Sponsorships and grants	3	118,338	59,174
Activities for generating funds:			
Scientific organisation income		530,951	332,726
Meeting registration fees		-	50,174
CD Rom sales		8,000	8,750
Investment Income	4	26,584	6,905
		688,618	461,829
<b><i>Incoming resources from charitable Activities:</i></b>			
Educational activities	5	23,887	-
Membership fees	6	89,450	89,716
		113,337	89,716
<b>Total incoming resources</b>		801,955	551,545
<b>Resources expended</b>			
<b><i>Cost of generating funds:</i></b>			
Scientific organisation		140,663	71,514
Meeting registration		-	34,356
CD Rom production		1,440	4,500
		142,103	110,370
<b><i>Costs of charitable activities:</i></b>			
Educational activities	7	85,024	-
Membership costs	7	117,789	94,035
<b><i>Governance costs</i></b>	7	29,576	19,106
		232,389	113,141
<b>Total resources expended</b>		374,492	223,511
<b>Net incoming resources</b>		427,463	328,034
Fund balances brought forward at 1 January 2005		775,162	447,128
Fund balances carried forward at 31 December 2005		1,202,625	775,162

All the above results are derived from continuing activities. All gains and losses recognised in the period are included above.

**THE INTERNATIONAL CONTINENCE SOCIETY  
CHARITY BALANCE SHEET AS AT 31 DECEMBER 2005**

		<u>2005</u>		<u>2004</u>	
	Note	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	13		-		-
Investments	14		<u>1</u>		<u>1</u>
			1		1
<b>CURRENT ASSETS:</b>					
Debtors	15	546,293		369,392	
Cash at bank and in hand		<u>677,464</u>		<u>439,040</u>	
		1,223,757		808,432	
<b>CREDITORS:</b> Amounts falling due within one year	16	<u>59,228</u>		<u>63,152</u>	
<b>NET CURRENT ASSETS:</b>			<u>1,164,529</u>		<u>745,280</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			<u>£1,164,530</u>		<u>£745,281</u>
<b>FUNDS:</b>					
Unrestricted funds	18		<u>1,164,530</u>		<u>745,281</u>
			<u>£1,164,530</u>		<u>£745,281</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

**ON BEHALF OF THE BOARD:**

Professor J J M Wyndaele- TRUSTEE

Approved by the Board on.....

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY CONSOLIDATED BALANCE SHEET AS AT 31 DECEMBER 2005

		2005		2004	
	Note	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	12		9,797		11,498
<b>CURRENT ASSETS:</b>					
Debtors	15	564,789		442,369	
Cash at bank and in hand		784,599		457,861	
		1,349,388		900,230	
<b>CREDITORS:</b> Amounts falling due within one year	16	156,560		136,566	
<b>NET CURRENT ASSETS:</b>			1,192,828		763,664
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			£1,202,625		£775,162
<b>FUNDS:</b>					
General funds	18		1,202,625		775,162
			£1,202,625		£775,162

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

### ON BEHALF OF THE BOARD:

Professor J J M Wyndaele- TRUSTEE

Approved by the Board on.....



**THE INTERNATIONAL CONTINENCE SOCIETY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2005**

**1. ACCOUNTING POLICIES**

**a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP 2005), "Accounting and reporting by Charities" issued in March 2005, applicable accounting standards and the Companies Act 1985.

**b) Group Accounts**

The results of Conticom - ICS Limited, a wholly owned subsidiary, have been consolidated on a line by line basis in the Statement of Financial Activities and the Balance sheet. Exemption from preparing a cash flow statement under FRS 1 has been taken.

**c) Company Status**

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**d) Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity and which have not been designated for other purposes.

**e) Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the conditions for receipt have been met and there is a reasonable assurance of receipt. Incoming resources from membership fees are recognised in the Statement of Financial Activities on a calendar year basis and are deferred where they are received in advance.

**f) Resources Expended**

All expenditure included in the Statement of Financial Activities is accounted for on an accruals basis.

Charitable activities include expenditure associated with the educational activities and the provision of membership services and includes both the direct costs and support costs relating to these activities. Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by their time spent and other costs by their usage

Any irrecoverable VAT is charged to the Statement of Financial Activities or capitalised as part of the asset cost, where appropriate.

**g) Tangible Fixed Assets Depreciation**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office equipment	- 25% on cost
Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on reducing balance

**h) Group Investments**

The investment in the subsidiary is stated at cost.

**i) Foreign Currencies**

Transactions in foreign currencies are recorded at the rate ruling at the date of transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

**j) Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities over the period to which they relate.

**k) Pension costs**

The charity operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2005

### 2. DONATIONS AND GIFTS

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
Corporate donors – Conticom-ICS Ltd	514,375	334,495	-	-
Other donors	4,745	-	4,745	4,100
	<u>519,120</u>	<u>334,495</u>	<u>4,745</u>	<u>4,100</u>

### 3. SPONSORSHIP AND GRANTS

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
Partnership program sponsors:				
Medtronic	-	-	20,590	-
Pfizer	-	-	68,964	-
Educational course sponsors	-	-	28,784	-
Other sponsors	-	27,174	-	59,174
	<u>-</u>	<u>27,174</u>	<u>118,338</u>	<u>59,174</u>

### 4. INVESTMENT INCOME

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
Interest receivable	19,181	5,589	26,584	6,905
	<u>19,181</u>	<u>5,589</u>	<u>26,584</u>	<u>6,905</u>

### 5. EDUCATIONAL ACTIVITIES

	Charity & Group	
	2005	2004
	£	£
Educational course registration fees receivable during the year	23,887	-
	<u>23,887</u>	<u>-</u>

### 6. MEMBERSHIP FEE INCOME

	Charity & Group	
	2005	2004
	£	£
Deferred balance brought forward	49,428	51,225
Membership income received during the year	84,794	87,919
Deferred balance carried forward	(44,772)	(49,428)
	<u>89,450</u>	<u>89,716</u>
Income as shown in the Statement of Financial Activities	89,450	89,716

**THE INTERNATIONAL CONTINENCE SOCIETY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2005**

**7. ANALYSIS OF CHARITABLE EXPENDITURE**

	Educational Activities £	Membership Costs £	Governance Costs £	Total 2005 £	Total 2004 £
Journal costs	-	50,369	-	50,369	52,192
Membership book costs	-	10,898	-	10,898	7,763
Travel and subsistence	7,478	-	-	7,478	1,437
Educational course venue costs	63,292	-	-	63,292	-
Executive committee costs	-	-	2,093	2,093	-
Publication committee costs	-	9,591	-	9,591	-
Education committee costs	131	-	-	131	-
Printing and postage costs	3,807	1,864	-	5,671	648
Staff costs	6,282	36,568	17,752	60,602	34,118
Finance costs	1,078	3,522	-	4,600	4,524
Support costs (Detailed in note 8)	2,956	4,977	9,731	17,664	12,459
<b>Total</b>	<b>85,024</b>	<b>117,789</b>	<b>29,576</b>	<b>232,389</b>	<b>113,141</b>

**8. SUPPORT COSTS**

	Educational Activities £	Membership Costs £	Governance Costs £	Total 2005 £	Total 2004 £
General office	2,868	2,868	-	5,736	4,111
Information technology	88	88	-	176	4,236
Auditors remuneration	-	-	8,401	8,401	4,112
Legal and other professional fees	-	2,021	1,330	3,351	-
<b>Total</b>	<b>2,956</b>	<b>4,977</b>	<b>9,731</b>	<b>17,664</b>	<b>12,459</b>

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2005

### 9. TRUSTEES REMUNERATION

The trustees neither received nor waived any emoluments during the period (2004: £Nil).

Out of pocket expenses were reimbursed to trustees as follows:

	2005 Number	2004 Number	2005 £	2004 £
Travel	4	1	3,190	203
			3,190	203

### 10. STAFF COSTS

	Charity 2005 £	2004 £	Group 2005 £	2004 £
Wages and salaries	52,588	29,256	105,176	62,645
National insurance contributions	5,486	4,133	10,972	4,133
Pension contributions	1,983	729	3,966	1,458
Recruitment and training	545	-	1,090	-
	60,602	34,118	121,204	68,236

No employee earned more than £60,000 during the year.

The average number of full-time equivalent employees during the year was as follows:

	2005 Number	2004 Number
Governance	1	1
Educational co-ordinator	1	-
Membership administrators	2	2

### 11. AUDITORS REMUNERATION

The auditors remuneration consists of the following:

	Charity 2005 £	2004 £	Group 2005 £	2004 £
For audit services	5,748	4,112	10,598	8,112
For audit services – previous year	542	-	1,041	-
For preparation of consolidated accounts	1,645	-	1,645	-
For accounting software installation and support	139	-	493	-
For VAT and taxation advice	327	-	1,465	-
For payroll bureau services	-	-	534	125
	8,401	4,112	15,776	8,237

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2005**

**12. CONSOLIDATED TANGIBLE FIXED ASSETS**

	Office Equipment	Fixtures and Fittings	Computer Equipment	Total
	£	£	£	£
<b>COST:</b>				
At 1 January 2005	588	2,783	51,740	55,111
Additions	-	900	2,127	3,027
Disposals	(588)	-	-	(588)
At 31 December 2005	-	3,683	53,867	57,550
<b>DEPRECIATION:</b>				
At 1 January 2005	588	696	42,329	43,613
Charge for year	-	921	3,807	4,728
Eliminated on disposals	(588)	-	-	(588)
At 31 December 2005	-	1,617	46,136	47,753
<b>NET BOOK VALUE:</b>				
At 31 December 2005	-	2,066	7,731	9,797
At 31 December 2004	-	2,087	9,411	11,498

**13. CHARITY TANGIBLE FIXED ASSETS**

	Office Equipment £
<b>COST:</b>	
At 1 January 2005	588
Disposals	(588)
At 31 December 2005	-
<b>DEPRECIATION:</b>	
At 1 January 2005	588
Eliminated on disposals	(588)
At 31 December 2005	-
<b>NET BOOK VALUE:</b>	
At 31 December 2005	-
At 31 December 2004	-

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2005

### 14. CHARITY FIXED ASSET INVESTMENTS

	£	
<b>COST:</b>		
At 1 January 2005		
and 31 December 2005		1
<b>NET BOOK VALUE:</b>		
At 31 December 2005		1
At 31 December 2004		1
	2005	2004
	£	£
Unlisted investments	1	1

The charity's investments at the balance sheet date in the share capital of unlisted companies include the following:

#### Conticom - ICS Limited

Country of incorporation : England & Wales

Nature of business : Conference facilitator %

Class of shares: holding  
Ordinary 100.00

	2005	2004
	£	£
Aggregate capital and reserves	38,095	29,881
Profit/(loss) for the year	8,214	(12,795)

#### Results and net assets/(liabilities) of Conticom – ICS Limited

	£	£
Turnover:		
Scientific organisation	530,951	
Meeting registration fees	-	
CD ROM sales	8,000	
Sponsorships	<u>118,338</u>	
		657,289
Cost of sales:		
Scientific organisation		<u>(16,607)</u>
Gross profit		640,682
Administrative expenses		<u>(125,496)</u>
Operating profit		515,186
Interest receivable and other similar income		<u>7,403</u>
<b>Net income</b>		522,589
Amount gift-aided to the charity		<u>(514,375)</u>
Retained profit for the year		8,214
Retained profit brought forward		<u>29,881</u>
<b>Retained profit carried forward</b>		<u>38,095</u>
Assets		657,956
Liabilities		(619,860)



**THE INTERNATIONAL CONTINENCE SOCIETY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2005**

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

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
V.A.T	-	-	-	3,626
Trade debtors	-	-	539,373	411,384
Prepayments	23,765	25,515	25,416	27,359
Amounts due from group undertaking	522,528	343,877	-	-
	<u>546,293</u>	<u>369,392</u>	<u>564,789</u>	<u>442,369</u>

**16. CREDITORS : AMOUNTS FALLING  
DUE WITH ONE YEAR**

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
Trade creditors	4,055	-	5,629	-
Other creditors	2,000	5,381	3,755	5,831
V.A.T	-	-	10,691	-
Social security and other taxes	-	3,483	3,839	3,483
Accruals and deferred income	53,173	54,288	132,646	127,252
	<u>59,228</u>	<u>63,152</u>	<u>156,560</u>	<u>136,566</u>

**17. OPERATING LEASE COMMITMENTS**

The following payments are committed to be paid within one year:

	Charity		Group	
	2005	2004	2005	2004
	£	£	£	£
Expiring:				
Between one and five years	4,200	4,200	5,106	5,106
	<u>4,200</u>	<u>4,200</u>	<u>5,106</u>	<u>5,106</u>

# Trustees' Annual Report 2005

## THE INTERNATIONAL CONTINENCE SOCIETY NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2005

### 18. STATEMENT OF FUNDS

	At 1 January 2005 £	Income £	Expenditure £	At 31 December 2005 £
Charity unrestricted funds	745,281	651,638	(232,389)	1,164,530
Subsidiary	29,881	664,692	(656,478)	38,095
Intercompany transactions	-	(514,375)	514,375	-
General funds	775,162	801,955	(374,492)	1,202,625

### 19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

#### CHARITY

**Fund Balances at 31 December 2005  
are represented by:**

	Unrestricted Funds £	Total Funds £
Fixed assets	1	1
Current assets	1,223,757	1,223,757
Current liabilities	(59,228)	(59,228)
<b>Total Net Assets</b>	<b>1,164,530</b>	<b>1,164,530</b>

#### GROUP

**Fund Balances at 31 December 2005  
are represented by:**

	General Funds £
Fixed assets	9,797
Current assets	1,349,388
Current liabilities	(156,560)
<b>Total Net Assets</b>	<b>1,202,625</b>

### 20. PENSION COMMITMENTS

During the year, the charity paid into a defined contribution pension scheme. These monthly amounts, totalling £1,983 for the year (2004: £729), are included within staff costs in the Statement of Financial Activities.

There were no outstanding or prepaid contributions as at 31 December 2005.

**THE INTERNATIONAL CONTINENCE SOCIETY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2005**

**18. TAXATION**

As a registered charity the International Continence Society is exempt from taxation of income and gains falling within Section 505 Taxes Act 1988 or Section 256 Taxation of Chargeable Gains Act 1992 to the extent these are applied to its charitable objects. No tax charge has arisen during the year. No tax charge has arisen in the subsidiary since they gift all taxable profit to the charity.

**22. RELATED PARTY DISCLOSURES**

During the period a donation of £514,375 (2004: £334,495) was receivable from the charity's subsidiary, Conticom - ICS Limited.

At the balance sheet date the charity was owed £522,528 (2004: £343,877) by Conticom - ICS Limited. This balance is shown in 'amounts due from group undertakings'.

The above balances have been removed from the consolidated accounts.

**23. CONTROLLING PARTY**

The charity is under the joint control of the trustees, as set out in the Trustees' report.

**Approved, on behalf of the Trustees, by:**

General Secretary

Treasurer

.....  
Walter Artibani

.....  
Jean Jacques Wyndaele

.....  
Date

.....  
Date

# Trustees' Annual Report 2005



# INTERNATIONAL CONTINENCE SOCIETY

## ANNUAL GENERAL MEETING AGENDA

**The 36<sup>th</sup> Annual General Meeting of the International Continence Society**

**Friday 1<sup>st</sup> December 2006, Christchurch, New Zealand**

1. Approval of Minutes of the AGM held in Montreal, Canada – Friday 2<sup>nd</sup> September 2005
2. Matters arising from the Minutes of the AGM
3. Special Resolution
4. General Secretary's report from ICS Advisory Committee – Walter Artibani
5. ICS Treasurer's Report & Statement of Accounts – Jean Jacques Wyndaele  
Approval auditors' reappointment
6. General Secretary-elect candidates' announcement – with opportunity for questions
7. ICS Standardisation Committee Report – Philip van Kerrebroeck (Interim Chair)
8. ICS Education Committee Report – Linda Cardozo (Committee Chair)
9. ICS Children's Committee Report – Rien Nijman (Committee Chair)
10. ICS Continence Promotion Committee Report – Diane Newman (Committee Chair)
11. ICS Ethics Committee Report – Lewis Wall (Committee Chair)
12. ICS/ICUD Committee Report – Paul Abrams (Committee Chair)
13. ICS Neurourology Committee Report – Jacques Corcos (Committee Chair)
14. ICS Publication Committee Report – Jerzy Gajewski (Interim Chair)
15. ICS Meetings and Nominations Committee Report – Walter Artibani  
Announcement of approved bids for 2010 Annual Meeting web ballot  
Announcement of nominees for ICS posts web ballot
16. ICS Neurourology & Urodynamics Report – Chris Chapple (Editor in Chief)
17. ICS Scientific Committee 2006 Report – Don Wilson (ICS 2006 Scientific Chair)
18. Date of next Annual General Meeting – Rotterdam, The Netherlands 2007
19. Any other business



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