

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT

**(Registered Charity Number 1073015)
(Company Registration Number 3566646)**

ANNUAL REPORT

YEAR ENDED 31 MARCH 2020

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
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Council for British Research in the Levant

Registered Charity Number 1073015
Registered Company Number 3566646

Registered Office: The British Academy
10 Carlton House Terrace
London SW1Y 5AH

Website - www.cbri.ac.uk

President - Professor Clive Holes FBA

Trustees

J Watt CVO	Chairman
Dr A Bellem	Hon Secretary (retired June 2019; retired as Trustee December 2019)
Dr Matthew Jones	Acting Hon Secretary (June - December 2019); Hon Research Chair (from December 2019)
Dr Elian Weizman	Acting Hon Secretary (from March 2020)
P Sucher	Hon Treasurer (retired March 2020)
Professor G Philip	Hon Editor, Levant (retired as a Trustee December 2019)
Dr L Martin	Hon Research Chair (retired December 2019)
Dr J Clarke	Hon Editor, Monographs & Hon Publications Chair
Dr G Findlater	Data Protection Officer (retired December 2019)
Dr M Obeid	(Retired December 2019)
Dr N Pratt	(Retired December 2019)
V Morgan	(Retired December 2019)
Dr M Darwich	
Professor G Barker	
K Owen	(Elected December 2019)
Dr Nellie Phoca-Cosmetatou	(Elected December 2019)
Dr Rachael Sparkes	(Elected December 2019)
T Thomson	Data Protection Officer from March 2020 (Elected December 2019)
Dr Gerasimos Tsourapas	Acting Hon Treasurer from March 2020 (Elected December 2019)

The trustees act as directors for the purposes of company law.

Principal Bankers

Royal Bank of Scotland Plc
London Drummonds Branch
49 Charing Cross Road
London
SW1A 2DX

Auditors

WMT
Verulam Point, Station Way,
St Albans, Hertfordshire, AL1 5HE

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Governance and Management

Constitution

The Council for British Research in the Levant ("CBRL") is a charity registered in England and Wales (Number 1073015). It is also a Company registered under the Companies Act 2006 (Number 3566646). The CBRL is governed by its Memorandum and Articles of Association supplemented by Bylaws.

Corporate Governance

Management of the CBRL is vested in a Committee of Management which consists of not fewer than five members elected by the CBRL membership to the Committee in addition to those serving by virtue of their office. These are the President, the Chairman, the Honorary Secretary, and Honorary Treasurer are elected by the membership on an annual basis. The Honorary Research Chair and Honorary Publications Chair are no longer required to be Trustees. All members of the Committee must be CBRL members. The Committee of Management is the CBRL's Board of Trustees and its members (other than the President) are the Trustees of the CBRL. Trustees serve for a maximum period of four consecutive years.

On election Trustees are given a copy of the Memorandum and Articles of Association, a copy of the Bylaws and CBRL procedural documentation. They are offered guidance on the role and responsibilities of trustees of registered charities. Trustees are kept up-to-date and aware of any ongoing issues through quarterly meetings of the Committee of Management in London, scheduled meetings of the sub-committees, and where necessary on an ad hoc basis via email or telephone, as appropriate.

The Committee of Management is supported by the specialist sub-committees whose membership is supplemented by members of staff and where required by additional co-opted members:

- Finance and Governance: P Sucher (chair), James Watt, and until December 2019, Dr A Bellem, V Morgan, and Professor G Phillip; and after December 2019, Dr G Tsourapas, T Thomson and Dr E Weizman.
- Research: Dr Louise Martin (chair until December 2019), Dr Sossie Kasbarian (external assessor), Dr M Jones (chair after December 2019), Dr A Bellem (until December 2019), Dr M Darwich, and Dr G Tsourapas (after December 2019).
- Publications: Dr J Clarke (chair, Hon Editor Monographs), Prof G Philip (Levant Editor, ex-officio after December 2019), Dr Sarah Irving (Contemporary Levant Editor, ex-officio), C Middleton (co-opted ex-officio).

Each sub-committee has its own terms of reference as set out in the CBRL Corporate Plan and their reports are standing agenda items for the Committee of Management. Ad-hoc appointments panels are set up to appoint new members of staff. Ad-hoc working groups are set up for time-limited issues of strategic importance.

The Committee of Management is responsible for considering and approving all the recommendations of its sub-committees and developing the overall strategy and direction of the CBRL.

The day-to-day management of the CBRL is delegated to the Directors of the overseas Institutes and the UK Executive Officer, with the former responsible for local operations and staff at their respective Institutes. Both Institute Directors are active researchers in addition to their administrative and operational responsibilities.

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Remuneration policy

The governing principles of the Charity's draft remuneration policy are as follows:

- To ensure delivery of the Charity's objectives
- To attract and retain a motivated workforce with the skills and expertise necessary for organisational effectiveness
- That remuneration should be equitable and coherent across the organisation, while recognizing the complexities of employing staff in several countries
- To take account of the purposes, aims and values of the Charity
- To ensure that pay levels and pay increases are appropriate in the context of the interests of our beneficiaries.

Senior Executive Remuneration

In relation to deciding remuneration for the Charity's senior executives, the Charity considers the potential impact of remuneration levels and structures of senior executives on the wider Charity workforce and will take account of the following additional principles:

- To ensure that the Charity can access the types of skills, experiences and competencies that it needs in its senior staff, the specific scope of these roles in the Charity and the link to pay
- The nature of the wider employment offer made to senior employees, where pay is one part of a package that includes personal and career development, personal fulfilment and association with the public benefit delivered. The Charity recognises that it is, on occasion, possible to attract senior executives at a discount to public sector or private sector market rates.

In line with the recommendations of the NCVO Inquiry into Executive Remuneration published in April 2014, the Charity has decided to disclose the remuneration of the Executive Team, which for 2019–20 comprised the Directors of the overseas Institutes and the UK Executive Officer.

Remuneration for the year ended 31 March 2020 comprised salary and pension contributions. There are no other pecuniary benefits for senior or other staff at the Charity.

Risks

The Board has accepted the wider responsibilities in the revised Statement of Recommended Practice 'Accounting and Reporting by Charities' issued by the Charity Commission in October 2000 as updated by SORP 2015. The Finance and Governance sub-committee reviews management and financial procedures to ensure the identification of major risks to which the CBRL may be exposed and to ensure appropriate systems are in place to mitigate them. Responsibility for reviewing and updating the CBRL Risk Register is delegated to the Risk Officer role held by a member of the Committee of Management.

Risks to our activities arise from regional instability and the potential impact on the security of our Institutes, staff, and visiting researchers. CBRL cannot replace the risk assessments undertaken within UK HEIs nor accept responsibility for visiting researchers and students, but CBRL works to minimise risks to staff and visitors. Accordingly, we have procedures to ensure that researchers visiting our two overseas Institutes have undertaken their own risk assessments.

The operation of our Institutes is reliant on relevant permissions from authorities in the territories in which they are situated. Foreign NGOs are increasingly subject to regulation and greater scrutiny throughout the Middle East, where CBRL maintains two Institutes, in East Jerusalem and Jordan. CBRL mitigates these risks through demonstrating benefit to the local community and researchers (e.g. the Institute libraries and through partnerships on research projects) and through building strong relationships with all relevant stakeholders.

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The other significant risk faced by CBRL is in respect of future funding. Our British Academy grant was for the period to March 2020, subject to normal review conditions. From March 2020 no annual allocation was made, and disbursement was on a monthly basis, until in June the British Academy notified CBRL informally that the annual allocation for 2020-21 would be on the basis of flat cash plus 1.5%. CBRL is currently increasing its efforts to raise funds through a wide variety of means, to reduce dependence on the British Academy grant.

Objectives and Activities for the Public Benefit

The CBRL is established to advance public education through conducting, supporting and promoting scholarly research in the humanities, social sciences, and related subject areas in the Levant, and the dissemination of the useful results of such research. As an academic hub, CBRL connects UK academia to the Levant. The Trustees confirm that they have taken due regard of the guidance from the Charity Commission on public benefit when reviewing the CBRL's achievements and plans. The CBRL Research Strategy and lists of current and recent awards can be viewed on the CBRL website (www.cbri.ac.uk) which also lists forthcoming and previous events.

The Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. The Trustees draw attention to the membership services detailed on www.cbri.ac.uk (provision of accommodation, research equipment, library services, laboratory space and reference collections), to the provision of grants and scholarships, and public lectures, academic workshops and other related events. The CBRL Library, with its stations in both institutes and combined catalogue, up until the public health measures taken in response to the Covid-19 pandemic in East Jerusalem and Jordan in March 2020, continued to be open to members of the public, with e-resources provided free of charge (via www.cbri.ac.uk). CBRL journal publications have open-access policies, although these are dependent on funding being arranged by authors of papers. CBRL monographs are currently being placed on an open access site (the Archaeological Data Service) within three years of publication. New volumes will now be placed directly on-line as open access.

Achievements and Performance

The CBRL achieves its objectives for the public benefit through a programme of conducting, sponsoring and facilitating research and its dissemination through its in-house publications (*Levant*, *Contemporary Levant*, the *CBRL Bulletin*, and monographs), through its website, through supporting publication in other outlets, by organising academic meetings and public lectures, and through the presentation of lectures on research by staff members. The *CBRL Bulletin* serves as a journal of record, with reports on all sponsored research, and the website provides ongoing information in research and activities.

We continue to disseminate a wide range of research through our journals *Levant* and *Contemporary Levant* published on-line and in print. *Levant* continues to be ranked in the top quartile of all archaeological journals worldwide. During the period of this report, 19-20, *Levant* received 37 submissions of which 13 were accepted (in some cases subject to revision) and 24 were rejected. 2019 marked the 51st year of the publication of *Levant*; however, it is currently working to catch up on a backlog of printed issues (after publication online) with *Levant* Vol. 50, Issues 2+3 published in 2019. Vol. 51 (2019) issue 1 appeared in June 2020, with the large special issue 51: 2-3 due to appear by the end of summer 2020. CBRL will appoint a new Editor of *Levant* to begin in January 2021, taking over from Dr Graham Philip, Editor since 2008.

To mark the centenary of our founding institute, the 2019 (Vol. 4, issue 1) special issue of *Contemporary Levant*, took a critical look at the British Mandate period: *The British Mandate in Palestine: new histories, new agents and re-framing old paradigms* and was guest edited by both CBRL centennial grant and travel grant awardees. The winning *Contemporary Levant* article prize in 2019 was: *Prejudice, military intelligence, and neoliberalism: Examining the local within archaeology and heritage practices in Jordan* co-authored by Shatha Abu-Khafajah (Hashemite University) and Riham Miqdadi (United Arab Emirates University)

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published in Vol. 4, issue 2. Dr Michelle Obeid (University of Manchester) stepped down as *Contemporary Levant* Editor in October 2019 and was replaced as Editor by Dr Sarah Irving (Edge Hill University).

Our other publishing activity, archaeological monographs, continues to experience lower take up. This is likely to be the ongoing effect of the move to digital publishing, and of people still wishing to see their books in hard copy as offered by other publishers. The challenges of Open Access will, however, continue to place pressure on the 'publisher pays' model so that in the next few years online open access digital monographs may be the principal method of publishing archaeological monographs.

CBRL's Communications, Development and Programme Manager (formerly, Development Officer) has continued to build CBRL's multi-channel communications strategy, creating original content to showcase the organisation's work and disseminate research findings on the Levant. Proactively raising the organisation's profile to scholars and a general public audience has continued to be an important activity, including initiating prize schemes for undergraduate and master's dissertations. Over the past twelve months CBRL's programme of public engagement events has been further expanded and all physical events are now held in partnership with key university departments. This role continues to work across all aspects of the organisation including research and publications, feeding into strategy and planning discussions to assist CBRL's directors in identifying fundraising priorities to enable fundraising activity to progress.

To mark the centenary of CBRL's founding institute, the British School of Archaeology in Jerusalem, in 2019 CBRL organised a series of public events that looked at British archaeological exploration in the Levant since 1919, as well as critically reviewing the legacy of Britain's historical presence in the region. A number of these events were given by CBRL centennial award holders to share their research findings and in May 2019 CBRL held a day of events that looked specifically at the important but little known 'King Crane Commission of 1919.' In collaboration with the London Middle East Institute at SOAS, this took the form of a very successful afternoon academic workshop chaired by Professor Dawn Chatty (University of Oxford) including talks from four pre-eminent scholars on this subject (Dr Andrew Patrick, Tennessee State University; Dr Lori Allen, SOAS University of London; Dr Lauren Banko, Yale; and James Barr, historian and writer), followed by an evening public lecture by the world-leading expert on the subject, Dr Andrew Patrick.

2019-20 was a year of transitions for CBRL's East Jerusalem branch, the Kenyon Institute. After seven years in her post as Director, Dr Mandy Turner announced her resignation in summer 2019, and retired by year's end to take up a professorship at the University of Manchester. On sabbatical since October 2018 until September 2019, Dr Turner was covered for most of the year by Deputy/Acting Director Dr Toufic Haddad who oversaw finalisation of hostel bathroom and renovation works. The Kenyon librarian Hussein Gheith (Abu Hani) also 'hung up his hat' after 17 years of service, retiring at the end March 2020. The year still witnessed a lively series of events and engagement with researchers and cultural bodies, including a number held in the Kenyon garden which drew several hundred persons. Some noticeable research outputs of the year included the final book publication of a 25-year study of the Oslo process sponsored by the British Academy (edited by Dr Turner), and the organisation of a panel of scholars at a British Academy international conference on International Politics of Middle East Migration, by Acting Director Haddad. Despite brewing local political tensions and the closure of the hostel for two months (due to Covid-19 and renovation works), the hostel was still able to modestly increase revenue (13%) from the previous year. Dr Haddad became Director of CBRL's Kenyon Institute in January 2020, and concurrently Deputy Director of CBRL.

During 2019-20, CBRL's British Institute in Amman (BIA) team partnered on four Newton-Khalidi AHRC Cultural Heritage and Sustainable Development projects, as well as a British Council Cultural Protection Fund DCMS award. The majority of project-related activities, including the recruitment and involvement of project staff, were with the projects: 'Our Past, Our Future: All together in Faynan' (OPOF) to develop Faynan Museum as a community hub with the University of Reading; 'Mapping Digital Heritage in Jordan' (MaDiH) to harness digital technologies in the management and protection of cultural heritage with King's College London and the Hashemite University; and the 'Cultural Corridors of Peace' Project to organise a Regional Bedouin Gathering in Jordan and to promote the living memory of Bedouin from the Levant with the Inherit

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Institute of York Archaeological Trust, the American University of Beirut and Coventry University. The Regional Bedouin Gathering with Bedouin representatives from Lebanon, Palestine and Jordan took place in Wadi Rum in October 2019 under the kind patronage of the BIA's long-term patron, HRH Prince Al Hassan bin Talal. An exhibition resulting from the same project, *No Future without Past*, was held in London in January 2020. Also in January, the British Academy-CBRL Knowledge Frontiers Symposium on 'Belonging' was held in Amman with the aim of fostering research collaborations between early career scholars from the Levant and the UK. In February 2020, the BIA's work in Faynan expanded to include the new project 'Archaeology to Business in Faynan' (ABIF) to create a small business for local Bedouin women in partnership with Reading University. In addition, BIA continued to host a range of scholars and to organise events, including a lecture to launch the MaDiH project in Jordan dedicated to the memory of Dr Andrea Zerbini, former Assistant Director who sadly passed away after a short illness in July 2019. CBRL's Director in Amman, Dr Carol Palmer, formally took on the role of CBRL Director in January 2020, in addition to her role as Director of CBRL's Amman Institute.

The team in CBRL's London office was joined in June 2019 by a new part-time Outreach and Administrative Co-ordinator as part of broader collaboration between the British International Research Institutes (BIRIs) affiliated with the British Academy. In December 2019, CBRL's Executive Officer left after almost three years of dedicated service and a Finance Officer was appointed to oversee CBRL's financial management.

Future plans

The Trustees and Directors of the Institutes have made significant progress in formulating a new strategy designed to refresh and renew its mission of supporting and disseminating research on the Levant on a sustainable basis. It recognises the changing environment in terms of funding sources, researchers' needs and priorities, and the relevance of our activities to the countries of the Levant. The new strategy is expected to be endorsed formally in September 2020.

CBRL aims to:

- Broaden our sources of funds and reduce reliance on our core grant from the British Academy;
- Recognise the changing needs of UK researchers and the territories in which we operate; and
- Position to support an increase in research activities in the northern Levant as current conflicts allow.

Our activities to support these objectives include:

- Reviewing and modernizing our governance structure;
- Implementing plans to reposition our Institutes to support current academic needs;
- Involvement in major research programmes where CBRL can add value; and
- Improving our communications and outreach to evidence our impact and raise profile.

Impact of Covid-19

The direct financial impact of the lockdown measures arising from the Covid-19 pandemic has been limited so far to the loss of income from the hostels run by the Institutes in East Jerusalem and Amman, starting in mid-March 2020. At the time of writing, it is not clear when these hostels can re-open, depending both on the public health policies of the authorities in those places, and on CBRL's assessment of the risk to staff, operations and reputation should cases arise on the premises concerned, which also house the offices and other facilities of the two Institutes.

A minority of CBRL sponsored researchers have been unable to complete their fieldwork 19-20, awaiting the lifting of travel restrictions. Travel restrictions are likely to continue in 20-21 and the situation remains under review. CBRL has been expanding the availability of online resources and activities in response.

The awareness of the likely onset of the pandemic from January/February 2020 delayed progress on some restricted fund activities supported by the BA's Business Development Fund, alongside staffing changes, which are moved to 20-21.

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Grants Policy

CBRL awards funds and other forms of research support following the procedures set out in the CBRL Manual for Research Support and corresponding to the overall strategy review for CBRL referred to above. The CBRL Fellowships schemes offer Post-Doctoral Fellowships to applicants within seven years of completing a PhD, and Visiting Research Fellowships to established researchers, normally holding a university position. Post-Doctoral Fellowships are for 3 or 6-month periods and Visiting Research Fellowships are for 1-, 2- or 3-month periods. Pilot Study awards are available to help researchers undertaking initial exploratory work or a feasibility study with a view to preparing a later application for major funding from a Research Council or the British Academy or similar. CBRL also offers Team-based fieldwork research awards, designed to support team-based research over one, two or three years. In addition, CBRL is able to fund a series of annual Travel Grants, up to a maximum award of £800, for research in the countries of the Levant. The travel grants available to PhD researchers are funded by our generous members and supporters through our Travel Grants Fund, as the specific terms do not allow us to support PhD work from our BA grant.

Applications for funding of research projects in the Levant are sought through advertising in academic and research institutions and the Internet. Applicants are invited to submit their proposals in a specific format. The applications are reviewed on their academic merit through a stringent process of peer review by appropriate experts including those who are not associated with CBRL. Final selection is made by the CBRL Research sub-committee. Ethnicity, gender, age, disability, sexual orientation, religion, and personal financial circumstances are not taken into account. Projects are funded and monitored on an annual basis, although the team and field-based programmes have been funded on a 2- or 3-year basis.

Project affiliation for academic research in the countries of the Levant is available to post-doctoral researchers. The Project Affiliation programme offers institutional support only and no direct funding is awarded. CBRL affiliated projects are eligible to receive help with obtaining excavation or survey licences, or to develop and enhance collaboration with projects run by institutions from the host countries.

The charity requests a research report from all funded individuals and projects which are made publicly available via the annual *CBRL Bulletin*, public lectures, blogs and podcasts, facilitated by the CBRL Development Officer, in addition to scholarly publications arising from the CBRL-supported research.

Fundraising policy

We receive most of our funds in the form of restricted (project) or unrestricted (general) grant support from institutional funders, primarily a grant-in-aid from the British Academy, together with some charitable trusts and foundations, and grant income for academic projects. We raise donations from our members to fund Travel Grants and from institutional donors for major projects, fellowships and conference sponsorship.

CBRL does not employ third party fundraisers and does not raise funds from the general public. All our staff follow the Code of Fundraising Practice as outlined by the UK's Fundraising Regulator. During the year there were no complaints about fundraising.

Financial Review

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the governing document, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (the "Charities SORP").

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The British Academy grant covered the period to 31 March 2020, subject to normal annual reviews, and our main core grant has reduced by 15% from 2016 to 2020. The Business Development Fund ("BDF") is available to be used to help develop CBRL's long-term financial sustainability and is subject to separate annual bids to the British Academy. Both aspects of the grant will be under review in the Department for Business, Energy and Industrial Strategy's (BEIS) next comprehensive spending review, which was first brought forward to 2019, but then postponed indefinitely in view of the uncertainty over the Brexit timetable, and then postponed once more in the circumstances of the Covid-19 pandemic. It may take place in the autumn of 2020. In line with its evolving strategy, CBRL continues to develop initiatives to raise an increasing proportion of its funds from non-BEIS sources and to seek to raise its free reserves to make it both less dependent on a single funding source and more resilient to swings in forward planning. This has led to restructuring and a cautious approach to expenditure and given the ongoing climate of uncertainty this approach will continue.

A significant part of CBRL's funding in 2019-20 continued to come from BEIS via the British Academy, both in the form of our core grant (£544,366) including the release of contingency funds (£27,122) and as BDF funds (£154,354) for specific development projects. Other grants were kindly provided for our library in Jerusalem by The Barakat and Al Tajir Trust funds (£16,000). Income from members' use of our facilities and our services to academic projects are an additional important source (£59,680), with membership fees (£11,187) and publications (£18,242) in addition to other smaller sources of income. The CBRL's membership also made an important contribution to support travel grants in 2019-20 of £1,421.

The overall result for the year is a surplus on the general fund of £70,390, as a result of reduced core costs due to changes in staffing during the year. Our ongoing financial planning strategy is to minimise risk through matching our permanent cost base to the core grant, while growing our activities on the basis of income generation from other sources including involvement as principal or partner in other grant-funded initiatives and fundraising for specific purposes such as major projects, fellowships and conference sponsorship.

Reserves Policy

Charity Commission guidance defines free reserves as "income which becomes available to the charity and is to be expended at the trustees' discretion in furtherance of any of the charity's objects, but is not yet spent, committed or designated".

The Trustees have examined the needs and challenges faced by the Charity in both the short and medium term, along with relevant financial forecasts, and have formulated a policy to meet those needs.

The existing free reserve policy set by the Trustees is a level where at least the equivalent of four months of normal expenditure is maintained, recognizing that some of the potential risks to our operation may cause a significant loss of local income streams. On the basis of expenditure that is planned for 2020-21, this policy would require free reserves in the order of £200,000.

At the balance sheet date, free reserves comprised the following:

	2020
	£
Total funds per Balance Sheet	604,117
Deduct:	
Restricted Funds (Note 9)	317,236
Designated Funds (Note 9)	32,708
Fixed Assets held for charity use (Note 5)	2,646
	<hr/>
Free Reserves at 31 March 2020	<u>251,527</u>

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The trustees will assess this policy on an ongoing basis.

Trustee Responsibilities in relation to the Financial Statements

The trustees (who are also directors of the Council for British Research in the Levant for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of its income and expenditure 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 the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, including FRS 102, have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

None of the Trustees had any beneficial interest in any contract to which the company was party during the year.

Each of the Trustees has confirmed that so far as he is aware, there is no relevant audit information of which the company's auditors are unaware, and that he has taken all the steps that he ought to have taken as a Trustee in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

This report also represents the directors report as required by company law.

These financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard 102.

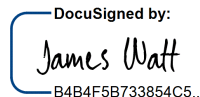
Signed on behalf of the Council by:

DocuSigned by:

0CECEB2D1B8D42D...

Trustee: Dr Gerasimos Tsourapas (Acting Honorary Treasurer)

Date: 22-Sep-2020

DocuSigned by:

B4B4F5B733854C5...

Trustee: James Watt (Chairman)

Date: 18-Sep-2020

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT

INDEPENDENT AUDITOR'S REPORT

YEAR ENDED 31 MARCH 2020

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE COUNCIL FOR BRITISH RESEARCH IN THE LEVANT

Opinion

We have audited the financial statements of The Council For British Research in the Levant (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT

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YEAR ENDED 31 MARCH 2020

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees' were not entitled to take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, set out on page 10, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT

INDEPENDENT AUDITOR'S REPORT

YEAR ENDED 31 MARCH 2020

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.


We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Opinion on other matter as required by British Academy grant letter

In our opinion, in all material aspects, the grant payments from the British Academy have been applied in accordance with, and for the purposes set out in, the Agreement.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:

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Elizabeth Irvine (Senior Statutory Auditor)

Dated 25-Sep-2020

For and on behalf of WMT

**Chartered Accountants
Statutory Auditor**

Verulam Point
Station Way
St Albans
Hertfordshire
AL1 5HE

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2020
(incorporating the income and expenditure account)

		Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds - restated	Restricted Funds - restated	Total 2019
	Notes	£	£	£	£	£	£
Income							
<i>Donations and Legacies</i>							
Grant-in-Aid (British Academy)		-	725,842	725,842	-	734,070	734,070
Membership subscriptions		11,187	-	11,187	12,447	-	12,447
Gifts in kind	1	3,563	-	3,563	-	6,800	6,800
Donations		1,421	-	1,421	-	3,644	3,644
<i>Income from investments</i>							
Bank interest		1,190	-	1,190	488	4	492
<i>Income from charitable activities</i>							
Research facilities		59,015	665	59,680	83,262	-	83,262
Grants for specific purposes		5,721	149,145	154,866	7,302	34,646	41,948
Levant income		17,400	-	17,400	17,928	-	17,928
Sale of publications		842	-	842	2,336	-	2,336
Events income		3,434	-	3,434	17,580	-	17,580
Other income		4,943	-	4,943	3,110	-	3,110
Total		108,716	875,652	984,368	144,452	779,164	923,617
Expenditure							
<i>Expenditure on raising funds</i>							
Grant-in-Aid		2,196	117,093	119,289	17,371	89,299	106,670
Membership administration		3,413	-	3,413	3,376	-	3,376
<i>Expenditure on charitable activities</i>							
Research		11,740	497,339	509,079	-	551,257	551,257
Publications		18,130	11,655	29,785	45,050	776	45,826
Library		2,059	98,686	100,745	48,086	50,210	98,296
Events and Conferences		788	39,973	40,761	1,710	58,292	60,002
Total expenditure	3	38,326	764,746	803,072	115,593	749,834	865,427
Net income/(expenditure) for the year	2	70,390	110,906	181,296	28,859	29,330	58,190
Total funds brought forward 1 April							
		216,491	206,330	422,821	187,632	177,000	364,632
Total funds carried forward 31 March	9	286,881	317,236	604,117	216,491	206,330	422,821

There are no recognised gains and losses other than those in the statement of financial activities. All the above amounts relate to continuing activities.

The notes on pages 17 to 26 form part of these accounts.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
BALANCE SHEET
AS AT 31 MARCH 2020

	<u>Notes</u>	<u>2020</u> £	Restated <u>2019</u> £
Fixed assets			
Tangible assets	5	<u>2,646</u>	<u>3,767</u>
		<u>2,646</u>	<u>3,767</u>
Current assets			
Debtors	6	107,553	32,918
Cash at bank and in hand		694,368	562,573
		<u>801,921</u>	<u>595,491</u>
Liabilities			
Creditors: amounts falling due within one year	7	(117,695)	(65,253)
Net current assets		<u>684,226</u>	<u>530,239</u>
Total assets less current liabilities		<u>686,872</u>	<u>534,006</u>
Provisions	8	(82,755)	(111,183)
Total Net assets		<u>604,117</u>	<u>422,822</u>
Funds	9		
Restricted funds		317,236	206,330
Unrestricted funds:			
Designated funds		32,708	32,708
General funds		254,173	183,784
Total Funds		<u>604,117</u>	<u>422,822</u>

These financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard 102 (January 2015).

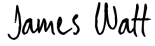
Approved and authorised for issue by the Council:

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Trustee: Dr Gerasimos Tsourapas (Acting Honorary Treasurer)

Date: 22-Sep-2020

DocuSigned by:

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Trustee: James Watt (Chairman)

Date: 18-Sep-2020

The notes on pages 17 to 26 form part of these accounts.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
STATEMENT OF CASH FLOWS
YEAR ENDED 31 MARCH 2020

	2020 £	2019 £
Net Cash provided by Operating Activities (Note A)	<u>134,675</u>	<u>161,445</u>
Cash Flows from Investing Activities:		
Purchase of fixed assets	(2,879)	-
Change in Cash and Cash Equivalents in the period	<u>131,796</u>	<u>161,445</u>

	2020 £	Restated 2019 £
Note A Reconciliation of Net Income to Net Cash From Operating Activities:		
Net income	181,296	58,190
Stock movement	-	15,003
Depreciation charges	4,000	3,747
(Increase)/Decrease in debtors	(74,635)	69,779
Increase/(Decrease) in creditors	52,442	(45,838)
Increase/(Decrease) in provisions	(28,428)	60,564
Net cash provided by operating activities	<u>134,675</u>	<u>161,445</u>

	2020 £	2019 £
Note B Reconciliation of Net Cash Flow to Movements in Net Cash		
Change in Cash and Cash Equivalents	131,796	161,445
Net cash at 1 April	562,573	401,128
At 31 March	<u>694,369</u>	<u>562,573</u>

	At 1.4.19	Cash flows flows	At 31.3.20
Note C Analysis of changes in net debt			
Cash and cash equivalents	<u>562,573</u>	<u>131,796</u>	<u>694,369</u>

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

1 Accounting policies

(a) Basis of accounting

The financial statements consolidate the accounts of the London and overseas branches of the Council for British Research in the Levant (CBRL). The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP 2005), "Accounting and Reporting by Charities: Statement of Recommended Practice", the Companies Act 2006 and the Financial Reporting Standard 102 (2nd Edition, effective January 2019).

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charitable Company is a public benefit company for the purposes of FRS 102 and therefore the Charity also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP Second Edition), the Companies Act 2006 and the Charities Act 2011. The functional currency of the charity is Sterling.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and the anticipated impact of Covid 19. The budgeted income and expenditure are sufficient, with the level of reserves, for the charity to be able to continue as a going concern.

(b) Incoming resources

Grant and publications income are recognised within the SOFA where the organisation is entitled to the income, it is certain that the resource will be received, and the resource can be quantified with reasonable accuracy.

Where entitlement to grant income requires a specific performance to be achieved (i.e. performance related grant) then incoming resources are recognised only to the extent that the performance has taken place. Where monies are received in advance of entitlement they are deferred and only recognised when the activity providing an entitlement to this income has taken place.

Hostel and other services income is recognised on a receivable basis.

(c) Members subscriptions and events and conferences

Subscriptions and events are accounted for in the year to which they apply. Subscription income that relates to a subsequent financial accounting period is carried forward as a creditor in the balance sheet and shown as subscriptions received in advance.

(d) Gifts/Services in Kind

Goods and services donated in the financial statements reflect the value of Arabic classes provided to Scholars by the Qasid Institute, Amman, as well as the value of journals given in exchange to our libraries in Amman and Jerusalem. These are included in the Statement of Financial Activities as income and associated expenditure where there is a demonstrable financial cost borne by the donor and the current value to the charity can be measured. No income is recognised where there is no financial cost borne by a third party.

(e) Resources expended

All expenditure is accounted for on an accruals basis.

Grants payable are charged in the year to which the offer relates except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Research costs include grants, staff research time as well as research facilities including the hostel and other services.

Support costs are allocated on the basis of staff time. Allocation of other costs includes an element of judgement and the charity has had to consider the cost benefit of detailed calculations and record keeping. Therefore the support costs shown are a best estimate of the costs that have been so allocated. Support costs include the expenses associated with Committee of Management meetings, Committee elections, external audit, strategic review, and compliance with other constitutional and statutory requirements.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

1 Accounting policies (continued)

(f) Fixed assets

Assets with a cost in excess of £1,000 are capitalised as fixed assets.

Depreciation is charged at the following rates:

Motor vehicles	20% p.a. straight line basis
Computer and other equipment	20% p.a. straight line basis
Furniture, fixtures and fittings	10% p.a. straight line basis

(g) Publications

Publication costs are carried forward and charged to the Statement of Financial Activities in the year of publication.

(h) Stocks

Stocks of publications are valued at the lower of cost and net realisable value.

(i) Foreign currencies

The accounts of overseas branches have been translated at the rate of exchange ruling at the year end.

(j) Taxation

The company is a charity within the meaning of Para 1 Schedule 6 Finance Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010, to the extent that such income is applied exclusively for charitable purposes. No tax charge arose in the period.

(k) Operating leases

Rental costs under operating leases are charged to the Statement of Financial Activities, as the charges are incurred over the lease period.

(l) Fund accounting

Restricted funds comprise unexpended balances of donations and grants held on trust to be applied for specific purposes.

Designated funds represent amounts set aside by the trustees for specific purposes.

General funds comprise the accumulated unrestricted funds which have not been designated for any specific purpose. They are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

(m) Pensions

The institution participates in Universities Superannuation Scheme. The assets of the scheme are held in a separate trustee-administered fund. Because of the mutual nature of the scheme, the assets are not attributed to individual institutions and a scheme-wide contribution rate is set. The institution is therefore exposed to actuarial risks associated with other institutions' employees and is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. As required by Section 28 of FRS 102 "Employee benefits", the institution therefore accounts for the scheme as if it were a defined contribution scheme. As a result, the amount charged to the profit and loss account represents the contributions payable to the scheme. Since the institution has entered into an agreement (the Recovery Plan) that determines how each employer within the scheme will fund the overall deficit, the institution recognises a liability for the contributions payable that arise from the agreement (to the extent that they relate to the deficit) with related expenses being recognised through the profit and loss account.

Foreign pensions: Local employees of the overseas institutes are members of relevant state pension schemes where required by local law. CBRL pays employer contributions as required by those schemes. Additional provision is made for unfunded pension and termination obligations in respect of those employees not covered by relevant state pension schemes, where required by local law.

(n) Heritage Assets

The CBRL library is of historical and scientific importance to the objectives of the charity and is a key resource for its contribution to knowledge and culture.

COUNCIL FOR BRITISH LEVANT RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

1 Accounting policies (continued)

Both branches of the library in Amman and Jerusalem are open to the public and local students. The historic role of the CBRL library in Jerusalem, predating modern political boundaries, allows it to serve as one of the few neutral meeting places in an otherwise divided city. The library has its roots in the early twentieth century and is made up of gifts, exchanges and acquisitions. Following the establishment of the British School of Archaeology in Jerusalem in 1919, the library was established to hold the Palestine Exploration Fund's Jerusalem library and was enhanced by the gift of Phythian-Adams' (the first Assistant Director) book collection. A large part of the library holdings could not be replaced, and no accurate value can be established by any means short of offering it for sale.

Part-time librarians, supported by other CBRL staff, curate both branches of the library. The library catalogue is held in a professional library software system publicly available online through the CBRL website. The current number of entries in the joint catalogue is 17,144 books and booklets, 408 journal and online journal series titles, 1,148 off-prints and 593 rare books. The increasing availability of digital resources, means that the virtual library that can be accessed through CBRL is now a major resource. There is a large map collection (nearly 2,000 sheet maps), including a collection of historic maps. The library budget includes funds for such items as binding or covering books to preserve them. New paper and softback books are placed in plastic covers. Library collection policy is regularly reviewed and updated. Additions to the library are acquired through purchase, exchanges with CBRL publications, and donations.

2019/20	-	£3,268 acquisitions; £4,268 on equipment and maintenance; £1,221 insurance
2018/19	-	£4,106 acquisitions; £813 on equipment and maintenance; £1,237 insurance
2017/18	-	£8,308 acquisitions; £518 on equipment and maintenance; £666 insurance
2016/17	-	£12,208 acquisitions; £1,079 net refund on equipment and maintenance; £1,934
2015/16	-	£15,033 acquisitions; £3,426 equipment and maintenance; £1,722 insurance
2014/15	-	£19,052 acquisitions; £3,092 equipment and maintenance; £888 insurance

These figures are included in the statement of financial activities. These figures do not include donations, as the value of donations cannot easily be reliably established. Most are donated by authors, and include works, such as theses, that cannot be valued. No books purchased are over £1,000 in value.

The library has not been capitalised in past accounting periods. It is difficult and costly to attribute a cost, especially with regard to the map collection, the continuous runs of journals, and the rare books. In addition, many of the books are PhD and Master's dissertations, donated by their authors. These works have no commercial value. Conventional valuation approaches would not reflect the value of the asset to the charity which lies in the nature and location of the total collection and not the sum of its individual parts. In addition significant costs would be incurred in attempting to value the asset which would be excessively onerous compared with the additional benefit to be derived by users of these accounts in assessing the trustees' stewardship of the assets.

(o) Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year except for the provision relating to UK and overseas pension liabilities.

(p) Other financial instruments

i. Cash and equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

ii. Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

2 Net income	<u>2020</u>	<u>2019</u>
	£	£
Net income is stated after charging:		
Payments under leases overseas	47,854	47,288
Depreciation	4,000	3,747
Auditor's remuneration		
- current year	9,000	11,150
- in respect of prior year	-	4,820
- in respect of non audit services	4,500	11,118
Foreign exchange differences	6,105	3,362

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

3 Expenditure

a) Analysis of total expenditure

	Activities undertaken directly £	(Note 3 (e)) Grant funding of activities £	(Note 3(b)) Support costs £	Total 2020 £
Expenditure on raising funds				
Grant-in-aid and fundraising	102,678	-	16,611	119,289
Membership Administration	3,413	-	-	3,413
Charitable activities				
Research	189,713	38,736	280,630	509,079
Publications	19,617	-	10,168	29,785
Library	35,444	-	65,301	100,745
Events and conferences	29,923	-	10,838	40,761
Total resources expended	380,788	38,736	383,548	803,072

b) Analysis of support costs

	Research £	Publications £	Library £	Events and conferences £	Raising Funds £	Total 2020 £
Management and finance	119,523	8,537	25,612	8,537	8,537	170,746
Communications and IT	8,659	962	1,924	962	6,735	19,242
Premises	131,521	-	37,096	-	-	168,617
Equipment	7,554	-	-	-	-	7,554
Depreciation	4,000	-	-	-	-	4,000
Governance	9,373	669	669	1,339	1,339	13,389
	280,630	10,168	65,301	10,838	16,611	383,548

c) Analysis of total 2019 resources expended

	Activities undertaken directly	Grant funding of activities	Support costs	Total 2019
Expenditure on raising funds				
Grant-in-aid and fundraising	90,158	-	16,512	106,670
Membership Administration	3,376	-	-	3,376
Charitable activities				
Research	211,908	60,653	278,696	551,257
Publications	37,149	-	8,677	45,826
Library	33,222	-	65,074	98,296
Events and conferences	50,444	-	9,558	60,002
Total resources expended	426,256	60,653	378,518	865,427

d) Analysis of 2019 support costs

	Research £	Publications £	Library £	Events and conferences £	Raising Funds £	Total 2019 £
Management and finance	92,928	6,638	19,913	6,638	6,638	132,755
Communications and IT	10,431	1,159	2,318	1,159	8,113	23,180
Premises	148,776	-	41,962	-	-	190,738
Equipment	10,485	-	-	-	-	10,485
Depreciation	3,747	-	-	-	-	3,747
Governance	12,330	881	881	1,761	1,761	17,614
	278,696	8,677	65,074	9,558	16,512	378,518

e) Analysis of grant funding of activities

During the year 13 (2019: 17) individuals received grants and bursaries to a total value of £34,506 (2019: £69,997).

At 31 March 2020, one grant was awarded relating to the year 2020/21 to an individual with a total value of £3,800.

4 Trustee and employee information

a) Trustee information

No remuneration was paid to the trustees and no donations received for the year ended 31 March 2020 (2019: £Nil). Expenses of £3,726 for travel was paid to 12 trustees for the year ended 31 March 2020 (2019: £9,816 to 12 trustees). The Levant Journal is edited by Professor Graham Phillip, who is employed by the University of Durham and is a trustee of the Council for British Research in the Levant. The journal publication is outsourced to Taylor and Francis Publishing, who pay annual royalties to the Council for British Research in the Levant. Taylor and Francis Publishing also pays a fee to the University of Durham towards the time relating to editorial services provided by Professor Graham Phillip, who receives his normal salary from the University. Therefore, Professor Graham Phillip does not receive any payments from Taylor and Francis Publishing directly and is not benefiting from the arrangement as an editor of the journal.

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

4 Trustee and employee information cont.

b) Employee information	2020	2019
<i>Employee costs during the year:</i>	£	£
Salaries	319,458	318,918
Social security	16,601	9,244
Overseas Employment tax	15,796	10,804
Pension, including movement in provision	28,115	101,446
Other staff costs	19,285	23,324
	399,255	463,736

No employees received remuneration of more than £60,000 during the year (2019: No employees received remuneration of more than £60,000). A termination payment amounting to £20,078 (2019: £5,287) is included in the employee costs during the year.

The average number of persons employed full-time during the year was 15 (2019:13).

c) Total remuneration paid to key management personnel

The trustees consider the board of trustees, the overseas Institute Directors and the UK Executive Officer as comprising the key management personnel of the charity in charge of directing and controlling the charity and running the charity on a day to day basis. Total remuneration paid to these individuals amounted to £140,672 (2019 : £134,304). All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in note 4a and note 12 to the accounts.

5 Fixed assets

	Computer, office and other equipment	Motor vehicles	Furniture, fixtures and fitting	UK Office equipment	Total
	£	£	£	£	£
Cost					
As at 1 April 2019	72,248	26,215	21,718	-	120,181
Additions	-	-	-	2,879	2,879
Disposals	(63,132)	(10,311)	-	-	(73,443)
As at 31 March 2020	9,116	15,904	21,718	2,879	49,617
Depreciation					
As at 1 April 2019	71,675	23,021	21,718	-	116,414
Charge for the year	566	3,181	-	253	4,000
Disposals	(63,132)	(10,311)	-	-	(73,443)
As at 31 March 2020	9,109	15,891	21,718	253	46,971
Net book value					
As at 1 April 2019	573	3,194	-	-	3,767
As at 31 March 2020	7	13	-	2,625	2,646

6 Debtors	2020	2019
	£	£
Other debtors & accrued income	86,239	15,422
Prepayments	21,315	17,497
	107,553	32,918

All debtors are financial instruments measured at present value

7a Creditors: Amounts falling due within one year

	2020	2019
	£	£
Other creditors	22,520	-
Accruals	74,518	47,281
Deferred income	20,657	17,972
	117,695	65,253

Note 7b

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

7b Deferred Income	2020	2019
	£	£
Brought forward	17,972	28,878
Released to income in year	(16,173)	(30,505)
Deferred in year	18,858	19,599
Carried forward	20,657	17,972

In 2019/20 the deferred income comprises the payments made in 2020 that cover the period April 2020 to April 2021 in respect of the Dauphin Project (£11,730), membership subscriptions (£7,127), and publication subventions (£1,800).

All creditors, excluding accruals, tax and social security are financial instruments measured at present value.

8 Provisions	2020	2019
	£	£
USS pension scheme deficit provision	70,347	87,771
Overseas pension provisions	12,408	23,412
	82,755	111,183

See note 13 for further information

9 Fund movements

	Balance 31 March 2019	Incoming resources	Resources expended	Transfer of funds	Balance 31 March 2020
	£	£	£	£	£
Restricted funds					
British Academy BIRI Grant	-	571,488	560,337	-	11,151
Jerusalem Excavation Publications	11,904	-	-	-	11,904
Ancient Jerusalem Project	34,668	-	-	-	34,668
British Academy Incentivisation Grant	6,074	-	478	-	5,596
British Academy Advanced Language Training	55,640	-	-	-	55,640
British Academy Strategic Development Fund	8,544	-	1,781	-	6,763
Byzantine to Mamluk settlement project	20,485	11,398	10,606	-	21,277
Iktanu publication project	1,315	1,500	1,262	-	1,553
Travel grant fund	1,740	-	-	-	1,740
Kenyon Institute Library Fund	220	-	-	-	220
Kenyon Institute Librarian Grant	1,298	16,000	17,298	-	-
Business Development Fund	63,442	154,354	106,958	-	110,838
Dissertation prize scheme donation	1,000	-	500	-	500
Cultural Protection Fund, Cultural Corridors of Peace	-	31,942	31,942	-	-
Mapping Digital Heritage in Jordan	-	62,551	20,523	-	42,028
Our Past, Our Future all together in Faynan	-	19,045	11,887	-	7,158
People and Birds	-	1,174	1,174	-	-
Nahrein Network Project	-	6,200	-	-	6,200
Total restricted funds	206,330	875,652	764,746	-	317,236
Designated funds					
Ancient Jerusalem publication sales	4,721	-	-	-	4,721
Fundraising	4,520	-	-	-	4,520
Centenary Fund	7,109	-	-	-	7,109
Website improvements	858	-	-	-	858
British Institute renewals and repairs programme	6,000	-	-	-	6,000
Kenyon Institute fund raising support	7,000	-	-	-	7,000
Editor contribution	2,500	-	-	-	2,500
Total designated funds	32,708	-	-	-	32,708
General funds	183,783	108,716	38,326	-	254,173
	422,821	984,368	803,072	-	604,117

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Fund movements cont.

2018-19 figures for comparison

	Balance 31 March 2018	Incoming resources	Restated Resources expended	Transfer of funds	Balance 31 March 2019
	£	£	£	£	£
Restricted funds					
British Academy BIRI Grant	-	612,386	612,386	-	-
Jerusalem Excavation Publications	11,900	4	-	-	11,904
Ancient Jerusalem Project	34,828	-	160	-	34,668
British Academy Incentivisation Grant	7,790	-	1,716	-	6,074
British Academy Advanced Language Training	55,640	-	-	-	55,640
British Academy Strategic Development Fund	10,994	-	2,450	-	8,544
Byzantine to Mamluk settlement project	18,910	18,646	17,071	-	20,485
Qasid Institute tuition	-	6,800	6,800	-	-
Iktanu publication project	2,377	-	1,062	-	1,315
Travel grant fund	1,740	2,544	2,544	-	1,740
Kenyon Institute Library Fund	120	100	-	-	220
Kenyon Institute Librarian Grant	284	16,000	14,986	-	1,298
Business Development Fund	32,417	121,684	90,659	-	63,442
Dissertation Prize Scheme Donation	-	1,000	-	-	1,000
Total restricted funds	177,000	779,164	749,834	-	206,330
Designated funds					
Ancient Jerusalem publication sales	4,071	650	-	-	4,721
Fundraising	4,520	-	-	-	4,520
Centenary Fund	7,109	-	-	-	7,109
Website improvements	858	-	-	-	858
British Institute renewals and repairs programme	6,000	-	-	-	6,000
Kenyon Institute fund raising support	7,000	-	-	-	7,000
Editor Contribution	-	2,500	-	-	2,500
Total designated funds	29,558	3,150	-	-	32,708
General funds	158,074	141,303	115,593	-	183,783
	364,632	923,617	865,427	-	422,821

Restricted funds:

- The British Academy BIRI grant is money granted by the British Academy to specifically support research, library collections and conservation, communications and outreach, core establishment costs. It includes amounts from the primary and contingency grants.
- Jerusalem Excavation Publication funds are to be used solely for the publication of the Ancient Jerusalem project, until publication of the last volume in the series. This fund is continuing to receive income from the interest on funds held.
- The Ancient Jerusalem Project is funded by the Leverhulme Trust and Institute of Aegean Prehistory. The funds are to bring to publication remaining material from the archaeological excavations directed by Dame Kathleen Kenyon in Jerusalem. This fund is continuing to receive income from the interest on funds held.
- The British Academy Incentivisation Grant represents funds awarded to increase institutes disciplinary and funding-base breadth. The grant was awarded to 'map' Social Science Research in Syria. Due to the deteriorating situation in Syria, the focus of the project subsequently shifted to Jordan and the broader Levant.
- The British Academy Advanced Language Training represents funds awarded from the British Academy Language and Quantitative Skills Programme. The grant was awarded for Advanced Language Provision in Arabic for post-doctoral researchers.
- The British Academy Strategic Development Fund represents funds awarded to research projects to encourage Institutes to broaden their research and funding base.
- The Augustus Foundation Byzantine to Mamluk project represents funds awarded to the 'Fallahin and Nomads in the Southern Levant: Population Dynamics and Artistic Expression' project.

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9 Fund movements (continued)

- Qasid Institute tuition funds represent collaboration between the British Institute in Amman and the Qasid Institute in Amman. As part of this collaboration the Qasid Institute provides free Arabic tuition places to scholars.
- The Iktanu publication project fund represent funds received by Dr Kay Prag to bring the Tell Iktanu Project to publication.
- The Travel Grant Fund represents donations from CBRL members to fund the Travel Grants programme.
- The Kenyon Institute library fund consists of donations from St John's College, Oxford to fund book purchases for the Kenyon Institute library. This fund is continuing to receive donations.
- The Kenyon Institute Librarian Grant represents funds provided by the Al Tajir and Barakat Trusts to employ a local librarian at the Institute.
- The Business Development Fund represents grant-in-aid received from the British Academy for the purposes of supporting fundraising, seeking further sources of research funding, maximising the commercial aspects of operations, and funding cost savings and efficiencies. CBRL bids annually for this grant.
- The Dissertation Prize Scheme fund has kindly been donated by former trustee, Professor Rosemary Hollis, to fund the Masters and Undergraduate Dissertation Prizes in 2019.
- The Cultural Protection Fund, Cultural Corridors of Peace represents funds provided to organise a Regional Bedouin Gathering in Jordan and to promote the living memory of Bedouin from the Levant with the Inherit Institute of York Archaeological Trust, the American University of Beirut and Coventry University.
- Mapping Digital Heritage in Jordan is a research project to harness digital technologies in the management and protection of cultural heritage with King's College London and the Hashemite University
- Our Past, Our Future all together in Faynan is a research project to develop Faynan Museum in southern Jordan and promote it as a community hub with the University of Reading
- The People and Birds fund is monies received to display items linked to the Our Past, Our Future project for Faynan Museum.
- The Nahrein Network Project funds are to allow a visiting fellowship to the UK on 'Museums in Beirut: Towards a Sustainable Approach to Heritage'.

Designated funds represent funds set aside for specific purposes by the Council:

- Ancient Jerusalem publication sales funds are to be used to bring to publication remaining material from the archaeological excavations directed by Dame Kathleen Kenyon in Jerusalem. These funds represent the amount received in the year from sales of previous publications financed by the Ancient Jerusalem Project.
- The Fundraising fund represents funds which have been allocated to fundraising activities in 2019/20.
- Centenary Fund represents funds allocated towards a series of events and projects to commemorate the establishment of the British School of Archaeology in Jerusalem in 2019.
- Website improvement programme.
- BIA renewals and repairs programme funds have been allocated for essential maintenance works required at the Institute's premises in Amman.
- Kenyon Institute fundraising support has been allocated to fund ongoing fundraising activities at the Institute.
- The Editor contribution is an allocated stipend to support the work of the Editor of *Contemporary Levant*.

10 Analysis of assets between funds

The net assets are held for the various funds as follows:

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>2020</u>	<u>2020</u>	<u>2020</u>
	£	£	£
Tangible fixed assets	-	2,646	2,646
Cash at bank and in hand	317,236	377,132	694,368
Other net current assets/(liabilities)	-	(10,142)	(10,142)
Provisions	-	(82,755)	(82,755)
	<u>317,236</u>	<u>286,881</u>	<u>604,117</u>
2018-19 figures for comparison	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>2019</u>	<u>2019</u>	<u>2019</u>
	£	£	£
Tangible fixed assets	-	3,767	3,767
Cash at bank and in hand	206,330	356,243	562,573
Other net current assets/(liabilities)	-	(32,335)	(32,335)
Provisions	-	(111,183)	(111,183)
	<u>206,330</u>	<u>216,492</u>	<u>422,822</u>

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11 Lease commitments

The Council had the following annual commitments under operating leases for the land and buildings which expire:

	<u>2020</u>	<u>2019</u>
	£	£
Within one year	49,397	47,288

12 Related party transactions

One trustee of the charity received a research grant from the charity during the year (2019: one). The Charity Commission has given consent that grants may be awarded to trustees provided that: at no time more than one third of the members of the Committee benefit; at no time shall the annual total of grants made to members of the Committee exceed more than one quarter of the annual total expenditure; a member of the Committee shall withdraw from any meeting whilst his or her application for an award of grant is being discussed. This consent gave rise to a change in the constitution and approval was gained for this change at an EGM.

13 Pension commitments

The organisation participates in the Universities Superannuation Scheme (USS), a defined multi-employer defined benefit scheme which is contracted out of the State Second Pension (S2P). USS is currently in deficit and at the year-end CBRL entered into an agreement to participate in a recovery plan to reduce the deficit.

A liability of £70,347 (2019: £87,771) has been recognised with a reduction of pension costs of £19,618 (2019: £54,177 increase) and an interest charge of £2,194 (2019: £2,050). Contributions in the year totalled £34,167 (2019: £32,154).

The latest available complete actuarial valuation of the Retirement Income Builder is at 31 March 2018 (the valuation date), which was carried out using the projected unit method. A valuation as at 31 March 2020 is underway but not yet complete. Since the institution cannot identify its share of USS Retirement Income Builder (defined benefit) assets and liabilities, the following disclosures reflect those relevant for those assets and liabilities as a whole. The 2018 valuation was the fifth valuation for the scheme under the scheme-specific funding regime introduced by the Pensions Act 2004, which requires schemes to adopt a statutory funding objective, which is to have sufficient and appropriate assets to cover their technical provisions. At the valuation date, the value of the assets of the scheme was £63.7 billion and the value of the scheme's technical provisions was £67.3 billion indicating a shortfall of £3.6 billion and a funding ratio of 95%.

The key financial assumptions used in the 2018 valuation are described below. More detail is set out in the Statement of Funding Principles.

Pension increases (CPI)	Term dependent rates in line with the difference between the Fixed Interest and Index Linked yield curves, less 1.3% p.a.
Discount rate	Years 1-10: CPI + 0.14% reducing linearly to CPI – 0.73% Years 11-20: CPI + 2.52% reducing linearly to CPI + 1.55% by year 21 Years 21 +: CPI + 1.55%

The main demographic assumption used relates to the mortality assumptions. These assumptions are based on analysis of the scheme's experience carried out as part of the 2018 actuarial valuation. The mortality assumptions used in these figures are as follows:

Mortality base table	Pre-retirement: 71% of AMCOO (duration 0) for males and 112% of AFCCO (duration 0) for females Post-retirement: 97.6% of SAPS S1NMA "light" for males and 102.7% of RFVVO for females
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Future improvements to mortality	CMI_2017 with a smoothing parameter of 8.5 and a long term improvement rate of 1.8% pa for males and 1.6% pa for females
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The current life expectancies on retirement at age 65 are:

	<u>2018</u> <u>valuation</u>	<u>2017</u> <u>valuation</u>
Males currently aged 65 (years)	24.4	24.6
Females currently aged 65 (years)	25.9	26.1
Males currently aged 45 (years)	26.3	26.6
Females currently aged 45 (years)	27.7	27.9

COUNCIL FOR BRITISH RESEARCH IN THE LEVANT
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13 Pension commitments (continued)

A new deficit recovery plan was put in place as part of the 2018 valuation, which requires payment of 2% of salaries over the period 1 October 2019 to 30 September 2021 at which point the rate will increase to 6%. The 2020 deficit recovery liability reflects this plan. The liability figures have been produced using the following assumptions:

	<u>2020</u>	<u>2019</u>
Discount rate	2.50%	2.50%
Pensionably salary growth	Various	Various

Overseas pension movement	2020
As at 1 April 2019	23,412
Severance pay	(18,290)
Pension charge for the year	7,286
	<u><u>12,408</u></u>

14 Prior year adjustments

The prior year financial statements have been restated for the following matters. The impact of these adjustments is disclosure in nature only and has no impact on reserves.

- a) to reflect the restricted nature of the British Academy BIRI grant previously included in unrestricted funds; and
- b) to reclassify the USS provision and overseas pension provision from long term creditors to provisions.