

**Charity Number: 1153045**

**Company Number: 8578576**

**MSC ASSESSMENT**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 JULY 2021**

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## Trustees' report

The trustees, who are also the directors of the charity for the purposes of the Companies Act, present their report and financial statements for MSC Assessment for the year ended 31 July 2021. This report is also the directors' report for the purposes of the Companies Act and includes the elements of the strategic report.

### Objects and activities for the public benefit

The object of the charity is to advance medical education for the benefit of the public including, without limitation, by the preparation, validation, accreditation, conduct and administration of any tests, examinations or other systems of assessing, evaluating and recording any aspect of medical education and training.

### Mission

MSC Assessment's mission is to develop and deliver, for ultimate patient benefit, assessments of the highest quality and to conduct research to develop the evidence base.

### Public Benefit

All MSC Assessment's activities are ultimately carried out for the wider public benefit of ensuring that trainee doctors are suitably qualified through appropriate training and assessment.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit. In the delivery of its services and activities MSC Assessment has fully supported its members, and in so doing assisted them to achieve their goals. The service delivered is the development of high quality exam questions for the Prescribing Safety Assessment (PSA) and for the assessments used in medical school exams in the UK. MSC Assessment also invests in the creation of a platform to create and quality assure the items, to construct exam papers and to deliver the assessments remotely on agreed dates and at specific locations across the UK and to UK campuses overseas. MSC Assessment undertakes analysis of the performance of the individual items in order to optimise the quality of future exams. It conducts research to ensure assessment has a sound evidence base.

Collectively, the institutions led by the members of MSC Assessment demonstrate their wide social and economic contribution through the delivery of research, teaching, assessment, expertise and training. Medicine in the UK is unique in proactively taking steps to assure a minimum competence level and equivalence of passing standards. Higher education is available to all with the ability to benefit, regardless of their economic circumstances. The benefits of this activity to the UK are considerable.

### Aims

The strategic aim of MSC Assessment is to ensure that international best practice is followed in the development and delivery of assessments of the highest quality. The purpose of this is not only to ensure that students are assessed fairly but also that patient safety is protected by confirming equivalence of standards across medical schools.

### Activities to meet these aims in 2020–21

MSC Assessment carries out exam development and delivery.

MSC Assessment took on the assessment activities, assets and liabilities from MSC in January 2014 as a going concern, and in consideration for this MSC transferred to MSC Assessment the intellectual property, goodwill and cash in hand held by MSC in relation to the delivery of Situational Judgement tests (SJT) pursuant to the existing MoU with Health Education England (HEE). Subsequently, annual contracts were signed between MSC Assessment and HEE, but Trustees agreed they did not wish to bid for the contract to deliver the Situational Judgement Test (SJT) online from 2020 and so on 31 March 2020 the contract terminated. However MSC Assessment was successful in agreeing a licence with HEE to provide the SJT items (in which it holds the copyright) for a period of four years in exchange for an

## Trustees' report

annual fee. A fee was also agreed for the production of Educational performance measures in 2021–23. This is now MSCA's only involvement with the SJT.

MSC Assessment also works with the British Pharmacological Society to deliver a Prescribing Safety Assessment which seeks to enhance patient safety by assessing the prescribing skills of new doctors in the NHS.

### **Achievements and performance in 2020–21**

MSC continues to work closely with the British Pharmacological Society to deliver the Prescribing Safety Assessment (PSA). All sittings of the 2020–21 PSA have now taken place and the results have been released to candidates.

As with most assessments in 2021, delivery of the PSA was affected by the ongoing COVID-19 restrictions. The decision was taken to offer schools the option of invigilating candidates face to face in a venue, through remote proctoring, or not invigilating. To mitigate the risk of exposing key anchor items through unsupervised sittings, three new papers had to be constructed late in the process and schools restricted to a first sit, and two resits.

The interim analysis completed after the first date in February indicated that the papers were of a comparable standard and that results were in line with previous years. Performance data for all sittings in 2021 will be analysed by the psychometrician and reported on in August. Schools will be given a copy of the report.

Overall, the platform performed well. The only significant disruption came from an update on the NICE platform which coincided with a PSA sitting. The NICE team apologised and has promised to put protocols in place to prevent this happening again in the future.

### **Medical Licensing Assessment**

Both MSC and MSC Assessment have been closely involved in a range of activities to take forward the GMC's original proposal for a Medical Licensing Assessment. In order to ensure compatibility with university governance arrangements, the original proposal has been modified.

The detailed proposal submitted by the MSC on behalf of all the UK medical schools was accepted by the GMC Council in June 2021. The medical schools will collectively set and administer a common test of applied knowledge to be regulated by the GMC. Plans are in hand to pilot the process over the next three years with a commitment to go live for those graduating in the academic year 2024–25.

This is an extremely important step for medical education. For the avoidance of any doubt, medical schools reaffirmed to the GMC their commitment to the key elements of their initial proposal for a university-led AKT which the GMC had accepted in July 2020. They intend to build upon and improve the mechanisms to set and deliver exams in the light of evidence obtained thus far and during the forthcoming pilots. To that end the commitments have been updated:

1. All students at UK medical schools will be required to pass the UK Medical Licensing Assessment (MLA) in order to graduate and be awarded a medical degree that is recognised as a primary medical qualification (PMQ) by the GMC.

## Trustees' report

2. Before the UK MLA goes live<sup>1</sup>, the GMC will clarify how the structures and procedures, which schools and universities agree to operate through the MSC, will relate to its statutory responsibilities, and to school and university obligations under the Medical Act.<sup>2</sup> During development of the UK MLA, the GMC will need to assure itself that the approach being established can secure maintenance of the required standard of proficiency.
3. When the UK MLA goes live, schools and universities will take responsibility for delivering the MS AKT using the agreed approach. The GMC's role will be to ensure that the processes and structures, and how they are implemented, continue to secure the required standard of proficiency in those schools. The mechanisms for ensuring that the required standard is met may change over time. The MS AKT will utilise the MSC Assessment (MSCA) question bank and delivery platform with robust item development and quality assurance processes overseen by the GMC.
4. The UK MLA AKT will be delivered on-screen utilising the MSCA platform
5. The content for the MS AKT for students at UK medical schools will be drawn from the GMC's MLA content map<sup>3</sup> and the sampling grid developed by experts in UK medical schools and approved by the GMC. The pass mark will be set by a national exam board of experts regulated by the GMC.
6. Medical schools will continue to deliver their own CPSAs in accordance with the GMC content map and in compliance with good practice requirements set out by GMC in the CPSA Requirements. Information on the CPSA is available separately.<sup>4</sup>
7. Before the UK MLA goes live, the MSC will support medical schools in building consistency for all candidates, by coordinating national policy frameworks or guidance for the MS AKT in areas such as number of attempts, mitigating circumstances, reasonable adjustments, exam misconduct and appeals. As the MS AKT will be embedded within a medical degree, these frameworks or guidance will be applied through a medical school or parent university's local processes, and decisions under the policies will be made locally.
8. Data sharing with the GMC will ensure robust regulation and facilitate its quality assurance and evaluation of the MS AKT and research to investigate the impact of the MLA, including the standards relevant to the points of registration for students and UK medical schools and international medical graduates.

During the iterative process of development in the pilot phase and beyond MSC will engage with key stakeholders as part of the MS AKT's development. The MS AKT will require significant financial resources in terms of academic and administrative time when delivered to the highest possible standard. MSC intends to undertake a full evaluation after one full pilot to develop a proportionate funding model. The heads of the medical schools and their colleagues, look forward to continuing to work with the GMC to develop and pilot the MS AKT for full implementation in 2024.

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<sup>1</sup> Since confirmed as being in 2024.

<sup>2</sup> The GMC has since done so through *Assuring readiness for practice: a framework for the MLA* (March 2021).

<sup>3</sup> See *Assuring readiness for practice: a framework for the MLA* (March 2021).

<sup>4</sup> See *Assuring readiness for practice: a framework for the MLA* (March 2021).

## Trustees' report

Detailed work is now underway to determine how the costs of the MLA will be shared between the universities, MSC and MSC Assessment. A decision will be taken during the course of 2021–22.

MSC Assessment will however also continue its non-MLA related activities – for example writing questions for the earlier years of medical school as well as for final years and undertaking research to support assessment activities. It will continue to work with BPS on the Prescribing Safety Assessment.

### Financial Review

The statement of financial activities for the year is set out on page 11 and the balance sheet on page 12 of the financial statements. A summary of the financial results and position is given below.

	<b>Total 2021 £'000</b>	<b>Total 2020 £'000</b>
Income	<b>513</b>	840
Expenditure	<b>(472)</b>	(1,115)
Surplus and net movement in funds	<b>41</b>	(275)
Funds brought forward	<b>582</b>	857
Funds carried forward	<b>623</b>	582

### Reserves Policy

The policy is to ensure that sufficient funds are available to meet current commitments, and any exceptional expenditure and to develop plans to scale up as plans evolve to deliver the UK Medical Licensing Assessment

Total funds at 31 July 2021 were £623,088 (2020: £581,571), and these funds are all available for application and so represent the free reserves balance. This is equal to 16 months of expenditure (2020: 6 months). The trustees are satisfied that reserves levels are in line with the policy of holding reserves to meet planned commitments.

### Future Plans

Our plans for 2021–22 onwards are to pilot the Medical Licensing Assessment over the next 3 years in preparation for live delivery in 2024–25. The work of the Assessment Alliance will continue - in particular its research role. Further investments will be made in the delivery platform and its possible commercialization will be considered.

### Structure, governance and management

The name of the charity (charity registration no. 1153045), which is a company limited by guarantee (company no. 8578576) is MSC Assessment.

### Member

The sole member of MSC Assessment is the Medical Schools Council.

# Trustees' report

## Organisation

MSC Assessment is a company limited by guarantee. It was registered in England and Wales on 20 June 2013 and began trading on 1 February 2014. The governing document of the organisation is the Articles of Association adopted in June 2013. It was registered with the Charity Commission as a charity on 23 July 2013 and was registered with the Information Commissioner's office on 26 February 2014.

The Chief Executive leads a team comprising a policy and projects adviser, a part-time senior policy officer and a team administrator.

## Governance and decision-making

The trustees are all nationally renowned clinical academics, one of whom is the elected Chair of the Medical Schools Council Executive Board and another is the Chair of the MSC Assessment Alliance. Four trustees have to be currently active in MSC assessment activities and are recommended by their peers to fill any gaps as Trustees come to the end of their terms of office. Three terms of three years are permitted. Four trustees also sit on the PSA Executive Committee, the group which oversees the development and delivery of the Prescribing Safety Assessment. The trustees meet at least twice a year.

## Induction and training of trustees

New trustees receive information supporting their induction which includes the provision of a mentor and an extended briefing session with the Chief Executive. The organisation updates trustees and members on any new information that may affect the governance of the charity and offers ongoing support through additional training when required.

## Arrangements for setting pay and remuneration of key management

Member support for the work of MSC Assessment is on a non-remunerated basis.

The pay and remuneration of the Chief Executive, the key senior executive manager, who is also Chief Executive of the Medical Schools Council, is set by the Executive Committee of the Medical Schools Council in consultation with Universities UK. A time-based proportion of her salary is recharged to MSC Assessment.

## Executive management

The Chief Executive leads a permanent Medical Schools Council team of policy advisers and officers, communications officers and a data scientist. A time-based proportion of salaries is recharged to MSC Assessment. Details of recharged staff costs and numbers are given in note 5 to the financial statements.

## Principal risks and uncertainties

MSC Assessment has a detailed risk management strategy which is updated quarterly. The key risks include:

- The COVID-19 pandemic
- Sub-optimal engagement from medical schools
- Failure to develop sufficient well-performing exam questions
- Last minute unavailability of a test venue
- Loss of questions
- Security breach compromises exam
- Volume of work exceeds staff available

These risks are managed by ensuring that staff and stakeholders are actively engaged in all aspects of policy development and execution.

## Trustees' report

### Political and Charitable Donations

The company made no political or charitable donations in the year.

### Funding Sources

Income comes from subscriptions raised from members to permit access to the item bank and from licences to other organisations to use items in which MSC Assessment holds the copyright. MSC Assessment does not fundraise from the public

### Reference and administrative information

#### Trustees

The members of the MSC Assessment Board (directors and trustees of the company) appointed for the year ended 31 July 2021 were as follows:

Professor Tony Weetman (Chair)

Professor Mark Gurnell

Professor Ian Hall

To 31 July 2021

Professor Malcolm Reed

Professor Kate Thomas

Professor Val Wass

Dr Rachel Jane Westacott

From 4 March 2021

Professor David Kluth was appointed to the MSC Assessment Board on 1 August 2021.

No member of the MSC Assessment Board had a beneficial interest in any contract with the charity.

#### Chief Executive and Company Secretary:

Dr Katie Petty-Saphon

#### Registered Office

Woburn House  
20 Tavistock Square  
London  
WC1H 9HD

#### Bankers

National Westminster Bank plc  
PO Box 83  
Tavistock House  
Tavistock Square  
London  
WC1H 9XA

#### Solicitors

Womble Bond Dickinson  
4 More London Riverside  
London  
SE1 2AU

#### Auditors

Haysmacintyre LLP  
10 Queen Street Place  
London  
EC4R 1AG



## Trustees' report

### Statement of Trustees' Responsibilities

The trustees (who are also directors of MSC Assessment 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company and group for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Audit Information

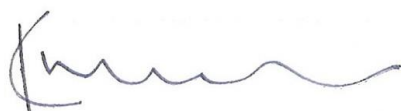
So far as each of the trustees at the time the Trustees' Report is approved is aware:

- there is no relevant information of which the auditors are unaware; and
- they have taken all relevant steps they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

### Auditor

Haysmacintyre LLP has indicated its willingness to continue as auditor, subject to re-appointment at the next Universities UK annual general meeting.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.



Katie Petty-Saphon  
Chief Executive  
29 October 2021



Professor Tony Weetman  
Chair  
29 October 2021

# Independent auditor's report to the members of MSC Assessment

## Opinion

We have audited the financial statements of MSC Assessment for the year ended 31 July 2021 which comprise Statement of Financial Activities, the 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 July 2021 and of the charitable company's net movement in funds, including the 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 charity 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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Report. 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

## **Independent auditor's report to the members of MSC Assessment**

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.

### **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 the purposes of company law) 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 have 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 (which incorporates the directors' 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 by the charitable company; or
- the charitable company 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 prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees for the financial statements**

As explained more fully in the trustees' responsibilities statement set out on page 7, 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.

## Independent auditor's report to the members of MSC Assessment

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charitable company and the environment in which it operates we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and the Charities Act 2011 and considered other factors such as sales tax.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to income and management bias in accounting estimates and judgements. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### 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.



Thomas Wilson, Senior Statutory Auditor  
For and on behalf of Haysmacintyre LLP, Statutory  
Auditor Date: 18 November 2021

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London  
EC4R 1AG

# Statement of Financial Activities for the year ended 31 July 2021

		Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>Income and expenditure</b>	Notes		
<b>Income from:</b>			
Income from charitable activities			
. Subscriptions from membership		<b>432,971</b>	393,090
. Grants and contracts	2	<b>79,950</b>	35,675
. Other income		—	411,525
<b>Total income</b>		<b>512,921</b>	840,290
<b>Expenditure on:</b>			
<b>Charitable activities</b>			
. Exam activities	3	<b>471,404</b>	1,115,300
<b>Total expenditure</b>		<b>471,404</b>	1,115,300
<b>Net expenditure</b>		<b>41,517</b>	(275,010)
Gross transfers between funds		—	—
<b>Net movements in funds</b>		<b>41,517</b>	(275,010)
<b>Total funds at 1 August 2020</b>		<b>581,571</b>	856,581
<b>Total funds at 31 July 2021</b>	10	<b>623,088</b>	581,571

All activities are continuing and all funds are unrestricted. There are no gains or losses other than those disclosed in the statement of financial activities.

The notes on pages 14 to 18 form part of these financial statements.

## Balance sheet as at 31 July 2021

	Notes	2021 £	2020 £
<b>Current assets</b>			
Debtors	8	82,525	91,902
Cash at bank and in hand		654,898	666,947
		<b>737,423</b>	<b>758,849</b>
<b>Current liabilities: amounts falling due within one year</b>	9	<b>(114,335)</b>	<b>(177,278)</b>
<b>Net current assets</b>		<b>623,088</b>	<b>581,571</b>
<b>Net assets</b>		<b>623,088</b>	<b>581,571</b>
<b>Funds and reserves</b>			
Unrestricted funds	10	623,088	581,571

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Board of Directors and authorised for issue on 29 October 2021.

Signed on their behalf:



Katie Petty-Saphon

Chief Executive



Professor Tony Weetman

Chair

Company Number: 8578576

The notes on pages 14 to 18 form part of these financial statements

## Cash flow statement – year ended 31 July 2021

	2021 £	2020 £
<b>(a) Reconciliation of net income to net cash flow from operating activities</b>		
<b>Net income / (expenditure) for the year</b>	<b>41,517</b>	<b>(275,010)</b>
Decrease in debtors	9,377	787,772
(Decrease) / increase in creditors	(62,943)	65,831
<b>Net cash used in operating activities</b>	<b>(12,049)</b>	<b>578,593</b>
<b>(b) Statement of cash flows</b>		
<b>Cash flows from operating activities</b>	<b>(12,049)</b>	<b>578,593</b>
<b>Net cash used in investing activities</b>	<b>(12,049)</b>	<b>578,593</b>
<b>Change in cash and cash equivalents in the year</b>	<b>(12,049)</b>	<b>578,593</b>
<b>Cash and cash equivalents at 1 August</b>	<b>666,947</b>	<b>88,354</b>
<b>Cash and cash equivalents at 31 July</b>	<b>654,898</b>	<b>666,947</b>

Analysis of changes in net funds:

	At 1 August 2020 £	Cash flows £	At 31 July 2021 £
Cash	666,947	(12,049)	654,898
Total net funds	666,947	(12,049)	654,898

# Notes to the financial statements – year ended 31 July 2021

## 1. Accounting policies

### a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The charity is incorporated in the UK and is public benefit entity as defined by FRS 102.

### b. Preparation of the accounts on a going concern basis

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The Trustees have considered the impact of the Covid-19 pandemic, reviewed financial position, reserves levels and future plans and this has given the Trustees confidence that the charity remains a going concern into the future.

### c. Critical accounting judgements and estimates

In preparing these financial statements, management has made judgements, estimates and assumptions that affect the application of the charity's accounting policies and the reported assets, liabilities, income and expenditure and the disclosures made in the financial statements. Estimates and judgements are continually evaluated and are based on historic experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### d. Income

All income (including government grants) is included in the statement of financial activities when there is evidence of entitlement to the income, receipt is probable and its amount can be measured reliably.

### e. Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to that category. Where costs cannot be directly attributable to a particular heading, they have been allocated to activities on a basis consistent with the use of the resource.

Direct costs, including directly attributable salaries, are allocated on the basis of time to the key strategic areas of activity.

Overheads and other salaries are allocated between activities on the bases of usage, i.e. the same basis as expenditure incurred directly in undertaking the activity.

Governance costs are those incurred in connection with management of MSC Assessment's assets, the organisation's administration and compliance with constitutional and statutory requirements.

### f. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation as a result of a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for trade discounts due.

### g. Debtors

Short term debtors are measured at transaction price, less any impairment.

### h. Employee benefits

Staff are employed by Universities UK and costs recharged to MSC Assessment. Detail of pension schemes and employee benefits are available in the financial statements of Universities UK.



## Notes to the financial statements – year ended 31 July 2021

### 2. Grants and contracts

	Total 2021 £	Total 2020 £
Health Education England*	65,000	35,675
Cardiff University Medical School	14,950	—
	<b>79,950</b>	<b>35,675</b>

\* Grants and contracts from government and government agencies

### 3. Analysis of total resources expended

	Direct costs £	Support costs £	Total 2021 £
<b>Charitable activities:</b>			
Exam activities	398,555	72,849	471,404

	Direct cost £	Support costs £	Total 2020 £
<b>Charitable activities:</b>			
Exam activities	968,696	146,604	1,115,300

### 4. Support costs allocations

	Premises costs £	Governance costs £	Finance / IT costs £	Office/Admin costs £	Total 2021 £
<b>Charitable activities:</b>					
Exam activities	25,081	9,270	33,958	4,540	72,849

	Premises costs £	Governance costs £	Finance / IT costs £	Office/Admin costs £	Total 2020 £
<b>Charitable activities:</b>					
Exam activities	33,425	12,402	59,570	41,207	146,604

## Notes to the financial statements – year ended 31 July 2021

### 4. Support costs allocations (continued)

Governance costs comprise:

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
External audit	<b>2,280</b>	2,160
Staff cost allocation	<b>6,990</b>	10,242
	<b>9,270</b>	<b>12,402</b>

Other direct costs include:

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Auditors' remuneration:		
Audit services	<b>2,280</b>	2,160

### 5. Staff

Total staff costs including full and part time employees were:

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Wages and salaries	<b>227,172</b>	237,127
Social security costs	<b>24,401</b>	25,837
Pensions	<b>59,713</b>	70,266
	<b>311,286</b>	<b>333,230</b>

The average number of employees throughout the period was:

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Charitable staff	<b>4.0</b>	4.8
Governance	<b>0.1</b>	0.1
Support staff	<b>0.2</b>	1.2
	<b>4.3</b>	<b>6.1</b>

MSC Assessment has no full-time staff and draws on members of the Medical School Council's team in different proportions. Information regarding employees whose emoluments exceeded £60,000 is disclosed in the financial statements of the parent charity, the Medical Schools Council.

## Notes to the financial statements – year ended 31 July 2021

### 6. Trustees' emoluments and emoluments of other senior key personnel

During the year no travel or accommodation expenses were reimbursed to trustees (2020: £192 to one trustee).

One Trustee was employed by Universities UK as an Academic Applied Knowledge Test Lead and costs were reimbursed by the Medical Schools Council. Costs including pension contributions and employers' national insurance were £8,266 (2020: nil).

The total employee benefits of the Chief Executive who is considered to be key management personnel (in addition to trustees) is disclosed in the financial statements of the parent charity, the Medical Schools Council.

### 7. Taxation

The charity is exempt from corporation tax under sections 466-497 of the Corporation Taxes Act 2010 as all its income is applied for charitable purposes.

### 8. Debtors

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Trade debtors	<b>77,419</b>	88,787
Prepayments and accrued income	<b>5,106</b>	3,115
	<b>82,525</b>	91,902

### 9. Creditors: amounts falling due within one year

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Trade creditors	<b>64,473</b>	93,436
Accruals and deferred income	<b>49,862</b>	83,842
	<b>114,335</b>	177,278

### 10. Movement in funds

	<b>At 1 August 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 July 2021 £</b>
<b>Unrestricted funds</b>					
Total funds	<b>581,571</b>	<b>512,921</b>	<b>(471,404)</b>	<b>—</b>	<b>623,088</b>

There were no restricted funds in either the current or prior year.

## Notes to the financial statements – year ended 31 July 2021

### 11. Pension

Staff are employed by Universities UK and costs recharged to MSC Assessment. Universities UK participates in two pension schemes: the Universities Superannuation Scheme (USS), and the Superannuation Arrangements of the University of London (SAUL). Further details of these schemes are available in the financial statements of Universities UK.

### 12. Related party transactions

The charitable company has taken advantage of the exemption available in section 33 of FRS102 whereby it has not disclosed transactions with the ultimate parent company or any wholly owned subsidiary undertaking of the group. Universities UK is the ultimate parent company and the results of the Medical Schools Council and MSC Assessment have been consolidated into the financial statements of Universities UK.

The charitable company had no other related party transactions for the period.

### 13. Members

The charity is incorporated as a private company limited by guarantee having no share capital and, in accordance with the Memorandum of Association, every member is liable to contribute a sum of £1 in the event of the company being wound up. At 31 July 2021 there was one member, the Medical Schools Council.