

**THE SOCIETY FOR THE STUDY
of
INBORN ERRORS OF METABOLISM**

**NOTICE OF
ANNUAL GENERAL MEETING - 2010**

to be held at:

Istanbul

on

Wednesday 1st September 2010

at 12.30 p.m.

Philip D Mayne
Hon Secretary

**THE SOCIETY FOR THE STUDY
of
INBORN ERRORS OF METABOLISM**

ANNUAL GENERAL MEETING - 2010

AGENDA

1. Apologies for absence
2. To receive the minutes of the previous meeting held at San Diego, on Wednesday 3rd September 2009
3. Matters arising from the previous meeting
4. Honorary Treasurer's report
5. Honorary Secretary's report
6. JIMD report
7. ETAC (Education, Training & Advisory Committee)
8. SSIEM – Adult Metabolic Group
9. SSIEM – Dietitian's Group
10. Website report
11. Future meetings
12. IOC Report
13. Council officers/ Election of council member
14. Corresponding members
15. Election of Auditors
16. Any other business

HONORARY SECRETARY'S REPORT 2009-2010

MEMBERSHIP

Membership is down marginally on last year, possibly due to the less aggressive approach in chasing up repeat membership during the secretarial transition period; the increase in the membership fee did not appear to be a significant contributing factor. Council is anxious to encourage younger clinicians, scientists and dietitians to join the Society as the age profile of membership remains relatively high. The activities of the Education and Training Sub-committee, the availability of travel scholarships and developments within the Journal should offer additional benefits.

COUNCIL

Council met on three occasions since the last AGM under the chairmanship of Cornelis Jakobs and discussed a wide range of topics related to the activities of the Society. Council membership for 2009-2010 was:

Prof N. Blau, Dr J. Bonham (Hon Treasurer), Dr J. Campistol Plana, Prof P Clayton, Ms M Dixon, Prof J Gaertner, Prof C. Jakobs (Chairman), Prof V. Kozich, Prof P. Mayne (Hon Secretary), Prof I Tavares de Almeida, Prof J. Zschocke (Editor-in-Chief).

Three members of Council, Prof C. Jakobs, Prof N. Blau and Prof I Tavares de Almeida will be retiring having completed their term.

Malcolm Heron stepped down as assistant to the Hon Treasurer in December 2009 but continued to provide a consultative service during 2010. Malcolm provided invaluable support to Council and to members of the Society for nearly two decades. As outlined at the last AGM, professional secretarial support is now provided by the SSIEM's Administrative Office at 130-132 Tooley Street, London SE1 2TU; this facility is shared with the Association of Clinical Biochemistry (UK). Council would like to acknowledge the support that Graham Groome (now retired) and Nic Law and their team have provided during this transition period.

CORRESPONDING MEMBERS

Corresponding Members for 2008-2009 were as follows:

Janice Fletcher (Australia / New Zealand), Barbara Plecko (Austria), Katrin Ounap (Baltic Countries), Marie-Cécile Nassogne (Belgium), Grant Mitchell (Canada), Ksenija Fumic (Croatia), Pavel Martasek (Czech Republic / Slovakia), A.M. Lund (Denmark / Norway), Tiina Tyni (Finland), Christine Vianey-Saban (France), Robert Steinfeld (Germany), Helen Michelakakis (Greece), Joannie Hui (Hong Kong), Talieh Zaman (Iran), Anthony S. Luder (Israel), Ubaldo Caruso (Italy), Fumio Endo (Japan), Berit Woldseth (Norway), Jolanta Sykut-Cegielska (Poland / Russia / Hungary), Luisa Diogo (Portugal), Moacir Wajner (South America), Antonia Ribes (Spain), Anna Nordenstrom (Sweden), Matthias Baumgartner (Switzerland), Yuann-Tsong Chen (Taiwan), Gajja Salomons (The Netherlands), Turgay Coskun (Turkey), Anupam Chakrapani (UK), Bruce Barshop (USA)

Corresponding Members represent the views of local national societies and report to Council during the Annual Symposium. Nominations and opinion from corresponding members should be forwarded to Prof J Gaertner via the website. Council would like to acknowledge their support during the year.

Honorary Secretary's Report

2009 ANNUAL SYMPOSIUM

No SSIEM Symposium was held during 2009; Council would like congratulate the SIMD and the local organising committee under the chairmanship of Prof Ed McCabe for hosting a successful ICIEM Meeting in San Diego, California in August 2009. Council members have worked closely with the local organising committee in Istanbul, under the Chairmanship of Dr Turgay Coskun in preparation of this year's Symposium.

FUTURE SSIEM and ICIEM SYMPOSIA

Council has approved the following venues for future SSIEM Symposia and is working with the local organising committees to formulate the scientific content:

- SSIEM Annual Symposium, Geneva, Switzerland, 2011
- SSIEM Annual Symposium, Birmingham, UK 2012
- ICIEM International Symposium, Barcelona, Spain, 2013

Council called for expressions of interest from SSIEM members and National and Regional IEM organisations to host the 2014 SSIEM Annual. Five expressions were submitted, from Innsbruck (Austria), Naples (Italy), Vancouver (Canada), Athens (Greece) and Kharkov (Ukraine); one additional bid was received to host the Symposium in 2015 or 2016. After due consideration sponsors from Austria and Italy were invited to make presentations at the Council and Corresponding Members Meeting. The decision of that meeting will be announced at the AGM. The bid from Vancouver raised much debate. No SSIEM Symposium has taken place outside Europe; members had previously raised concerns that on occasion there was no annual meeting within greater Europe due to the ICIEM meeting. Council decided that until the future of the IOC's ICIEM meeting had been clarified after the 2017 meeting in South America no decision on holding a meeting outside Europe would be made without consulting with the membership.

SCHOLARSHIPS

Fifty applications were received for 15 travel scholarship of up to €1000 to attend the SSIEM Symposium in Istanbul. The applications were reviewed by Prof Victor Kozich, Prof Isabel Tavares de Almeida and Prof Philip Mayne. Ten scholarships were awarded on the basis of financial need and five on the academic quality. Council has agreed to increase the number of scholarships for 2011. Reflecting this increased demand, Council has increased the scholarship budget for future years.

TRAINING

The Education and Training Advisory Committee (ETAC) of the SSIEM is chaired by Dr J Walter with a senior advisor Jean-Marie Saudubray with clinical representatives: Andrew Morris, Vassili Valayannopoulos, Ute Spiekerkoetter, and Shamima Rahman and laboratory representatives: Brian Fowler, Mick Henderson, Christine Vianey-Saban and Jorgen Bierau. ETAC organised a successful two day Academy training meeting in conjunction with a one and half day ERNDIM meeting in Basel, Switzerland in October 2009; it was attended by 40 clinicians and 40 scientists, 25% of whom came from outside Europe. ETAC has planned to hold a further meeting in Manchester, UK on Monday 4th and Tuesday 5th October 2010, details of which are on the SSIEM's website. ETAC has not as yet established an administrative office in Manchester in conjunction with ERNDIM, as outlined at last years AGM but this is planned for 2011.

Following a site visit to the joint training units at Innsbruck and Salzburg in 2009, ETAC made a recommendation to the Confederation of European Specialists of Paediatrics (CESP) that the joint unit should be accredited as a training centre for paediatric inherited metabolic medicine. This recommendation has now been endorsed. To date three centres have been approved for training (Heidelberg, Prague and Innsbruck/Salzburg).

Honorary Secretary's Report

WEBSITE

The SSIEM website remains the main conduit by which Council corresponds with members. The site is currently being revamped. Professor Blau will remain as webmaster for a further year. Council is grateful to Michael McConnell of Blackcat for his significant contribution in maintaining and developing the site.

JIMD

A new five year contract with Springer has been approved by Council. Council again wishes to acknowledge the hard work of all those involved in the Journal, in particular the Editors-in Chiefs, Johannes Zschocke and Mike Gibson, the Managing Editor Verena Peters and their team of editors and communicating editors as well as all those who reviewed articles. Their efforts have been rewarded by a further increase in the Journal's Impact Factor from 2.681 to 3.598. Council approved the creation of a new online journal - JIMD Reports, details of which will be outlined by Johannes Zschocke in his report. The 2nd annual Archibald Garrod award for the best clinical study published in the Journal will be announced in Istanbul.

INTERNATIONAL CLASSIFICATION OF DISEASES (ICD)

In October 2009, the Society received an invitation from Orphanet to contribute to the revision and update of the WHO's International Classification of Diseases (ICD) being undertaken by the Topic Advisory Group for Rare Diseases, chaired by Ségolène Aymé. Council invited Dr Guy Besley to form a working group to develop a draft response on behalf of the Society. Council wishes to acknowledge the extensive work which Guy Besley undertook in preparing the report. Council agreed that if the Revision Steering Group decides not to adopt the SSIEM's recommended classification, either in part or in full, then the Society will publish the classification on the Society's website and adopt the classification for its own use in the Journal and for training purposes.

SSIEM SUBGROUPS

Following approaches from individual members, Council agreed to establish two specialist interest subgroups. An adult metabolic group (SSIEM-AMG) will be lead initially by Dr Frédéric Sedel and will hold its first explorative meeting in Istanbul on Thursday 2nd September. A Dietitians' Group (SSIEM-DG) will be lead by Dr Link. Both these groups are open to all members of the Society and both will develop pages on the SSIEM's website. It is not Council's intention to approve disorder related interest groups, but it was felt that both adult metabolic inborn errors of metabolism and dietetics warranted special expertise and consideration.

EUROPEAN REVIEW OF NEWBORN SCREENING PRACTICES

The Executive Agency for Health and Consumers of the European Commission awarded a tender to a consortium, lead by the National Centre for Rare Diseases (Rome) and the International Society for Newborn Screening, to review newborn screening (NBS) and treatment practices in the EU member states and associated countries. Dr Jim Bonham and Prof Philip Mayne have been co-opted onto the working group on behalf of the Society. European Corresponding Members identified experts in their countries to complete the detailed questionnaires; the consortium's report will be presented to the Commission during 2011.

*Prof Philip Mayne
Honorary Secretary
July 2010*

Honorary Secretary's Report

HONORARY TREASURER'S REPORT 2009-2010

INCOME

Receipt of subscriptions was almost on a par with 2008 but we suffered a 59% decrease in Income from Investments. There was no income arising from the ICIEM Symposium held in San Diego in 2009. There was a slight decrease in the membership during 2009, as at 31 December 2009 there were 1077 names on the database, (1141 as at 31 December 2008).

Under the contract with the publishers of the JIMD we receive a share of the Royalties; in 2009 Council was pleased to receive £75,698 for 2008 compared with £72,732 received in 2008.

The Council proposes that the annual subscription should remain at €120 (€80 for those under 35 years of age) for 2011 payable via the SSIEM website. There will be no additional charge for card payments.

EXPENDITURE

The overall expenditure for 2009 shows an increase compared to 2008. A number of the increases can be related to the venue for the 2009 Symposium as well as inflation such as publishing of the JIMD , also the development of the SSIEM Academy.

The council was pleased to give support to help members who find difficulty in obtaining funds to attend the Annual Symposium; Grants in 2009 totalled £6,813. Amount transferred to the scholarship fund from the general fund is kept under annual review, and the figure is likely to reflect surplus available from the symposium.

There are currently 10 members who have their subscriptions paid from the membership support fund. Those members who have colleagues who find difficulty in joining the society and thereby receive the journal without financial support are encouraged to apply directly to the Hon. Treasurer for a Membership Support Grant for 3 to 5 years.

BALANCE SHEET

Total amount in accumulative fund decreased in 2009, by £49,261 and stands at £550,389.

FINANCIAL POLICY

Publishing and administration – our policy is to cover the majority of the journal and administrative costs from subscriptions paid by members.

JOURNALS

It is our policy to mail journals only to those members for whom a full subscription has been received.

RESERVES

It is the policy of the Society to maintain unrestricted funds, which are the pre-reserves, at a level that is sufficient to cover management, and administration support costs, and allows the Society to be managed efficiently. It is the policy of Council to use some of the unrestricted funds to encourage the sharing of experience and training between Centres. Part of the reserves includes the gift from Professor Komrower which was been invested and the interest on that investment is used to fund expenses relating to the Komrower Lecture.

Although the reserves appear substantial, Council believes we should maintain such reserves in order to cover the eventuality of a major disaster with an Annual Symposium and also running costs of the Society for 12 months. The reserves will also be used to develop the SSIEM Academy.

SECRETARIAT

On 1 January 2010, the Association of Clinical Biochemists (ACB) in London assumed responsibility for carrying out administration duties for the Society previously carried out by the Assistant to the Honorary Treasurer.

RISK MANAGEMENT

The Trustees have examined the major strategic business and operational risks that the Society faces, and have established systems so that the necessary steps can be taken to lessen these risks.

AUDITORS

It is proposed that the present auditor Baker Tilley UK Audit LLP be reappointed but that the audit will be carried out from the Birmingham Office instead of the Liverpool office as they are familiar with ACB's systems.

A copy of the full accounts in GB Pounds can be seen in the Members Area of the SSIEM website. From 2010 onwards the accounts will be maintained and presented in Euro.

J R Bonham
Honorary Treasurer
June 2010

Honorary Treasurer's Report

JIMD REPORT 2009-2010

It was a great pleasure to see the JIMD's impact factor rise over the last couple of years from 1.7 for 2007 to 3.6 for 2009. We believe this development confirms our strategy of making a distinction between printed articles that are of general interest and importance, and online Reports that are of more limited clinical or scientific interest but nevertheless merit documentation in the literature. In order to create a lasting publication structure which secures the quality and standing of the JIMD whilst at the same time enables publication of all kinds of articles that are interesting to the SSIEM members, the SSIEM Council and the JIMD Editorial Team have come to the conclusion that the only reliable option is the creation of a new sister journal "JIMD Reports" which will contain all online articles. Submissions to JIMD and JIMD Reports will be unchanged through a single online system, and there will be no difference in the content of the printed JIMD (including printed abstracts of all papers), but publication of the online articles will be more transparent. Details will be discussed at the AGM in Istanbul.

In 2009 we printed themed issues on "BH4 and PKU" (issue 1/2009), "Neurotransmitter disorders" (issue 3/2009) and "Neurological manifestations of IEM in children", dedicated to Robert Surtees (issue 5/2009). For the coming issues we have prepared collections of articles on "Advances and Challenges in PKU" with Nenad Blau as Guest Editor, "Fatty Acid Oxidation: Clinical, biochemical and molecular aspects" with Ute Spiekerkötter and Ertan Mayatepek, and "Homocysteine and B-Vitamin metabolism" with Henk Blom, Brian Fowler and Viktor Kozich. Other forthcoming themed issues include "Lysosomal Diseases with Neurologic Involvement" together with Gregory Pastores, "Mitochondrial Medicine" together with Jan Smeitink, and a special issue on "Newborn Screening" organized by Rodney Pollitt and Georg Hoffmann.

The total number of submission has increased from 289 in 2008 up to 366 in 2009. Submitted manuscripts in 2009 included 198 original articles, 135 case/short reports, 17 reviews, 4 metabolic dissertations, 6 Metabolic Images and others. Submitted articles in 2009 came from 51 different countries. Most articles were from the USA (16%), Germany (8%), the Netherlands (7%), Spain and United Kingdom (6% each).

We continue to welcome interesting material for the "Extras" section. Any comments, announcements or metabolic news can be published in this section. In particular, think of writing an obituary for JIMD if you learn of the death of an SSIEM member or other person related to inborn errors of metabolism. Our former colleagues deserve to be remembered in print.

Last, but not least, we would especially thank all Communicating Editors who have added invaluable expertise and a lot of time and effort in the assessment of manuscripts and in organising special chapters or issues!

The Editorial Team

GENERAL INFORMATION

DIRECTORS AND TRUSTEES

C Jakobs
N Blau
J R Bonham
J Campistol Plana
P T Clayton (Appointed 2008)
M A Dixon (Appointed 2008)
J Gartner
V Kozich
P D Mayne
M I Tavares de Almeida
J Zschocke

HONORARY SECRETARY

P D Mayne

REGISTERED OFFICE

Third Floor
130-132 Tooley Street
London SE1 2TU

BANKERS

Barclays Bank plc
Sheffield Arena Square Branch
PO Box 43
Sheffield
S9 2LF

HONORARY TREASURER

J R Bonham
Sheffield Children's Hospital
Western Bank
Sheffield S10 2TH

AUDITORS

Baker Tilly UK Audit LLP
Chartered Accountants and Registered Auditors
No.1 Old Hall Street
Liverpool L3 9SX

Registered Company Number (England & Wales) 2567711
Registered Charity Number 1010639

General Information

TRUSTEES' REPORT

The Trustees present their report together with financial statements for the year ended 31 December 2009. The Trustees confirm that the financial statements comply with current statutory requirements and with those of the company's Memorandum and Articles of Association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The company which is governed by its Memorandum and Articles of Association dated 12 December 1990, is constituted as a company limited by guarantee and has been given the registered company number 2567711.

The company is also a registered charity and has been given the registered charity number 1010639.

Trustees

The Directors, who are also the Trustees of the charity, are listed below:

C Jakobs
N Blau
J R Bonham
J Campistol
P T Clayton
M A Dixon
J Gartner
V Kozich
P D Mayne
M I Tavares de Almeida
J Zschocke

Being a company limited by guarantee, there is no share capital.

Organisation

A General Council made up of officers of the Society and additional members manage the organisation. The officers are a Chairman, an Honorary Secretary, and an Honorary Treasurer. Officers and Council members are elected at the Annual General Meeting. Another SSIEM member must nominate members standing for election. Officers of the Society may hold office for 3 years and are eligible for re-election to the same office for a further 3 years. Members of the General Council other than officers may hold office for 3 years; they may be re-elected for a further 3 years. All officers of the Society and members of the General Council are non-paid volunteers.

Public Benefit

In supporting an annual symposium and publishing its Journal, the Society aims to advance health by sharing ideas on different topics relating to Inborn Errors of Metabolism. In doing so, the society has considered the Charity Commission's guidance on public benefit.

Risk Management

The trustees have examined the major strategic, business and operational risks that the Society faces and have established systems so that the necessary steps can be taken to lessen these risks.

OBJECTIVES AND ACTIVITIES

The objects of The Society for the Study of Inborn Errors of Metabolism (SSIEM) are to foster the study of inherited metabolic disorders and related topics.

In order to further these objects, membership of the Society promotes the exchange of ideas between professional workers in different disciplines who are interested in inherited metabolic disorders. The aim is pursued in scientific meetings and publications. The Society supports an annual symposium concentrating on different topics relating to inborn errors of metabolism each year and publishes its Journal, the Journal of Inherited Metabolic Disease (JIMD).

Membership of the Society is open to all those who are professionally involved in metabolic disorders or related topics.

ACHIEVEMENTS AND PERFORMANCE

During the year ended 31 December 2009 the Society published its Journal and continued development of its own internet website. In addition, arrangements progressed with the Society for Inherited Metabolic Diseases (SIMD), the Japanese Society for Inherited Metabolism Diseases (JSIMD), the Australian Society for Inborn Errors of Metabolism (ASIEM), Sociedad Latinoamericana de Errores Innatos del Metabolismo y Pesquisa Neonatal (SLEIMPN), within the International Congress of Inborn Errors of Metabolism (ICIEM) for closer relationship. A new constitution has been formulated and agreed.

Its membership has continued to increase. The General Council has met on a number of occasions to pursue the objectives of the Society.

SSIEM Education and Training Advisory Committee (ETAC)

Purpose

Paediatric Metabolic Medicine (PMM) is a recognised subsection of the European Academy of Paediatrics (EAP), which is a section of the Union of European Medical Specialists (UEMS). Although the SSIEM has no formal role within the EU in the assessment of training for laboratory scientists, the SSIEM recognises a responsibility in this area. Consequently ETAC is now comprised of both clinicians and laboratory scientists.

The current membership of the committee is as follows:

Chairman: John Walter

Senior Advisor: Jean-Marie Saudubray

Clinical

Andrew Morris

Vassili Valayannopoulos

Ute Spiekerkoetter

Shamima Rahman

Laboratory

Brian Fowler

Mick Henderson

Christine Vianey-Saban

Jorgen Bierau

The responsibilities of ETAC are currently as follows:

Syllabus

Syllabi are published on the SSIEM website for both clinical and laboratory training.

Formal assessment of clinical training centres and training programmes

National societies can apply for centres within their country to be approved for training in PMM. This process requires a formal written application followed by a site visit by two members of ETAC. ETAC will

then submit their recommendation to EAP. As part of the process for training centre approval the committee will require information about local training programmes and trainee assessment. Training programmes should aim to ensure the syllabus is covered. This may be a problem in small countries as experience may be limited. The authorities have to recognise any limitation and be prepared to fund training elsewhere; if there is insufficient experience in one country the importance of obtaining experience abroad will need to be emphasised. Such work needs to be properly funded and the experience in another country recognised for training. At the present time ETAC will not be responsible for the assessment of individual trainees but may be in a position to provide career guidance.

SSIEM Academy

ETAC now organises an SSIEM Academy course for training in areas of inherited metabolic disease. In 2008 this consisted of a one day concurrent course for both paediatricians and laboratory scientists. In 2009 this was increased to two days. It is planned that there will be a continued expansion in training courses as part of the role of the Academy

JIMD

The JIMD Editorial Office is now well established in Heidelberg, Germany, run by two Editors in Chief together with an Editorial manager. The aim of the office is to facilitate the flow of articles for the journal.

Although the net payment to the Publishers of the JIMD is higher under the new contract, the Society will receive a share of the Royalties. During 2009 the Trustees were happy to receive a payment for Royalties of £75,698.

SYMPOSIUM

In 2009 the International Society for Inborn Errors of Metabolism organised a Symposium in San Diego and as a consequence the SSIEM did not organise a meeting. Plans are well advanced with the organisation of the annual symposium to be held in Istanbul.

FUNDING

The majority of the income of the Society is raised from subscriptions paid by individual members. This income is used to pay the administrative and running costs of the Society including ETAC and to allow for publication of an educational journal devoted to the study of the Inborn Errors of Metabolism.

Surplus funds are invested. Interest from investments is used in pursuance of the educational objectives of the Society, to subsidise the journal to make it more widely available and to meet the expenses of an invited speaker at the annual symposia (Komrower Lecture).

The Council is cognisant of the current global financial crisis and has taken steps to protect investment and secure the financial position of the Society so that it can continue to meet its objectives. The annual subscription has been increased for the first time in over 5 years with a subsidised rate for those under 35 years of age.

The Society is truly international with membership drawn from more than 60 countries. The Society exists to promote the exchange of ideas between all who are professionally interested in Inherited Metabolic Disease. It is the wish of the Council that this exchange should occur between members in as many countries as possible. The Council has agreed to set aside an amount of money from any surplus generated from normal activities to make membership more widely available to those who would otherwise be unable to participate without support from the Society. In 2009 the Annual Subscription of 6

members was paid by the Society; in addition 7 members were given financial assistance to attend the ICIEM Symposium in San Diego.

FINANCIAL REVIEW

The net outgoing resources for the year amounted to £49,261 (2008: incoming £109,050), which was the amount attributable to general reserves, which at the year end stood at £550,128 (2008: £599,389).

There have been no important events since the balance sheet date.

Investment powers and policy

All investments have been acquired in accordance with powers available to the Council. The assets are sufficient to guarantee normal running of the Society for a period of not less than one year. The Council considers that this is the best way of ensuring the independence of the Society and that its educational objectives can be fulfilled. Since the majority of assets are financial investments there is unlikely to be any delay or shortfall in realising the assets into cash if this became necessary.

The Society has made no commitments or guarantees other than those covered in this report.

Reserves policy

It is the policy of the Society to maintain unrestricted funds, which are the free reserves, at a level that is sufficient to cover management and administration, and support costs and allows the Society to be managed efficiently. Council proposes to use some of the unrestricted funds to encourage the sharing of experience and training between centres. This will take the form of a limited number of grants to finance individual members to visit, or work for short periods of time in, other centres of expertise. During 2009, the Council was pleased to give financial assistance to 7 members to attend the Symposium in San Diego. Council has also agreed to utilise some of the reserves to develop the SSIEM Academy and to make training more readily available.

Plans for the future

Future work - ETAC will continue to

- Canvas the views of SSIEM members on training issues
- undertake accreditation visits when requested
- update the training syllabus on a regular basis
- to consider whether courses in inborn errors of metabolism are suitable for training needs
- organise further specific training programmes as part of the SSIEM academy.

The Society actively encourages the formation of National Societies which can communicate with each other through the SSIEM to raise awareness of metabolic diseases so that standards of care and research are improved.

Trustees' responsibilities for the financial statements

The trustees (who are also directors of The Society for the Study of Inborn Errors of Metabolism 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 affairs of the charitable company and of the incoming resources and

application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Small company exemptions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Auditors

A resolution to reappoint Baker Tilly UK Audit LLP, Chartered Accountants, as auditors was endorsed by the members at the Annual General Meeting, Baker Tilly UK Audit LLP having indicated its willingness to continue in office.

***By order of the Board
P D Mayne
Hon Secretary***

INDEPENDENT AUDITORS' REPORT

We have audited the financial statements of The Society for the Study of Inborn Errors of Metabolism for the year ended 31 December 2009 on pages 00 to 00

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 auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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.

Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

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

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees' Report is consistent with those financial statements.

In addition, we report to you if, in our opinion, the charitable company has not kept adequate accounting records, if the charitable company's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

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

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

Independent Auditor's Report

Opinion

In our opinion

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 31 December 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006; and
- the information given in the Trustees' Report is consistent with the financial statements.

***E Robert Aitken (Senior Statutory Auditor)
For and on behalf of Baker Tilly UK Audit LLP, Statutory Auditor
Chartered Accountants
No. 1 Old Hall Street
Liverpool
L3 9SX***

Independent Auditor's Report

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2009

		Unrestricted and total funds 2009	Unrestricted and total funds 2008
	Note	£	£
Incoming resources			
<i>Incoming resources from generating funds:</i>			
<i>Activities for generating funds:</i>			
Investment Income		8,197	19,709
<i>Incoming Resources from Charitable Activities</i>	2	71,925	161,155
Other incoming resources	2	<u>76,176</u>	<u>87,255</u>
Total incoming resources		<u>156,298</u>	<u>268,119</u>
Resources expended			
<i>Charitable Activities</i>			
Symposium	3	38,351	33,699
Publication of Journal	3	122,299	109,026
ETAC	3	<u>31,483</u>	<u>7,937</u>
		192,133	150,662
Governance Costs	6	13,426	8,407
Total resources expended		<u>205,559</u>	<u>159,069</u>
Net incoming/(outgoing) resources for the year		(49,261)	109,050
Fund balances brought forward at 1 January 2009		<u>599,389</u>	<u>490,339</u>
Fund balances carried forward at 31 December 2009	10	<u><u>550,128</u></u>	<u><u>599,389</u></u>

There are no recognised gains or losses other than those included in the statement of financial activities for the two financial years.

The above results are derived from continuing operations.

Statement of Financial Activities

BALANCE SHEET AS AT 31ST DECEMBER 2009

		2009		2008	
	Note	£	£	£	£
Fixed assets					
Investments	7		400,000		250,000
Current assets					
Debtors	8	4,875		101,566	
Cash at bank and in hand		<u>187,662</u>		<u>286,636</u>	
		192,537		388,202	
Creditors:					
amounts falling due within one year	9	<u>(42,409)</u>		<u>(38,813)</u>	
Net current assets			<u>150,128</u>		<u>349,389</u>
Total net assets			<u>550,128</u>		<u>599,389</u>
Funds					
Unrestricted funds	10		<u>550,128</u>		<u>599,389</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on pages 17 to 18 were approved by the board of directors and authorised for issue on 2010 and are signed on their behalf by:

J R Bonham
Hon Treasurer and Director

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2009

1 ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared in accordance with applicable accounting standards under the historical cost convention and in accordance with the recommendations of the Statement of Recommended Practice: "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, applicable UK accounting standards, the Companies Act 2006.

Going Concern

The financial position on page 11 demonstrates that the charity is operating within its available cash funds and has net current assets at the year end. The charity has maintained income from journal publications and royalties and expects similar levels of this income in the future. Additional income is also expected to be generated from organising an annual symposium in future years. The Trustees believe the charity is well placed to manage its business risk despite the difficult economic climate.

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and thus the trustees have concluded that it is appropriate to prepare the accounts on a going concern basis.

Incoming resources

Income from charitable activities includes subscriptions income which is accounted for in the accounting period in which it is receivable and symposium income which is accounted for on a receivable basis.

Other income includes journal royalties which are accounted for on a receivable basis.

Investment income comprises interest received on bank deposits and National Savings bank income bonds and is recognised on a receivable basis.

Grants receivable are charged to the Statement of Financial Activities in the period in which they are receivable.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis. Expenditure is directly attributable to specific activities and has been included in those cost categories. Resources expended include attributable VAT which cannot be recovered.

Charitable activities include expenditure associated with the publication of the journal, expenditure associated with the annual symposium and expenditure associated with ETAC. These include both the direct costs and support costs relating to those activities.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on an income generated basis.

Grants payable are charged to the Statement of Financial Activities when they have been approved by the Board of Trustees.

Cash flow statement

The company has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No.1 on the grounds that it is entitled to the exemptions available for small companies.

Fund accounting

The charity's accumulated funds consist of funds which the company may use at the discretion of its trustees.

Foreign currencies

Transactions expressed in foreign currencies are translated into sterling and recorded at rates of exchange approximating to those ruling at the date of the transaction. Monetary assets and liabilities are translated at rates ruling at the balance sheet date. All differences are taken to the profit and loss account.

2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2009	2008
	£	£
Annual Symposium (note 2a)	–	89,095
Publication of journal	<u>71,925</u>	<u>72,060</u>
	<u>71,925</u>	<u>161,155</u>

a) Symposium

There was no income for SSIEM arising from the ICIEM Symposium in 2009.

	2009		2008	
	£	£	£	£
Income				
Registration fees	-			485,820
Sponsorship	-			328,355
Other income	-			<u>24,160</u>
	-			838,335
Expenditure				
Accommodation	-		256,748	
Printing	-		38,649	
Meals, entertainment and transport	-		298,631	
Speakers' expenses	-		51,195	
Administration	-		81,743	
Miscellaneous	<u>-</u>		<u>22,274</u>	
	-		-	<u>749,240</u>
Symposium surplus	<u>-</u>			<u>89,095</u>
Surplus donated to the charity	<u>-</u>			<u>89,095</u>

b) Other Income

	2009	2008
	£	£
Journal Royalties	75,698	72,732
Revaluation of Foreign Currency Bank Accounts	–	13,714
Charges for payment by Debit/Credit Card	<u>478</u>	<u>809</u>
	<u>76,176</u>	<u>87,255</u>

3 ANALYSIS OF CHARITABLE EXPENDITURE

	Symposium	Journal	ETAC	2009	2008
	£	£	£	£	£
Direct Costs					
Publication of Journal	-	105,004	-	105,004	93,675
Council symposium expenses	8,623	-	-	8,623	4,325
Support for delegates to attend symposium (note 5)	6,813	-	-	6,813	11,408
SSIEM Academy (ETAC)	-	-	29,818	29,818	7,083
Awards	1,436	-	-	1,436	1,469
Komrower Lecture	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,525</u>
	16,872	105,004	29,818	151,694	119,485
Support Costs (note 4)	<u>21,479</u>	<u>17,295</u>	<u>1,665</u>	<u>40,439</u>	<u>31,177</u>
	<u>38,351</u>	<u>122,299</u>	<u>31,483</u>	<u>192,133</u>	<u>150,662</u>

4 ALLOCATION OF SUPPORT COSTS

Support costs include central functions and have been allocated to activity costs categories on an income generated basis.

	Symposium	Journal	ETAC	2009	2008
	£	£	£	£	£
Council travel and subsistence	9,040	1,508	753	11,301	8,956
Secretarial expenses	3,011	6,024	-	9,035	9,975
Printing and stationery	2,502	2,502	-	5,004	5,218
Postage	919	2,756	-	3,675	3,834
Website	321	963	321	1,605	910
Consultancy	3,915	-	-	3,915	-
Other administration	<u>1,771</u>	<u>3,542</u>	<u>591</u>	<u>5,904</u>	<u>2,284</u>
	<u>21,479</u>	<u>17,295</u>	<u>1,665</u>	<u>40,439</u>	<u>31,177</u>

The Trustees receive no remuneration but are reimbursed for expenses incurred.

5 GRANTS PAYABLE IN FURTHERANCE OF CHARITABLE ACTIVITIES

	2009	2008
	£	£
Support for delegates to attend symposium	<u>6,813</u>	<u>11,408</u>
	<u>6,813</u>	<u>11,408</u>

All grants have been paid to individuals.

6 GOVERNANCE COSTS

	2009	2008
	£	£
Audit and Accountancy	6,633	5,082
Secretarial Expenses	3,011	3,325
Council Expenditure	3,767	-
Other Administration	<u>15</u>	<u>-</u>
	<u>13,426</u>	<u>8,407</u>

7 INVESTMENTS

	2009	2008
	£	£
Unlisted investments:		
Cost		
At 31 December	<u>400,000</u>	<u>250,000</u>

Unlisted investments comprise National Savings Bank income bonds. Accordingly, they are included at cost which represents the capital value of the bonds to the charity. Investments are held to provide an investment return.

8 DEBTORS

	2009	2008
	£	£
Other debtors	-	101,566
Prepayments	<u>4,875</u>	<u>-</u>
	<u>4,875</u>	<u>101,566</u>

9 CREDITORS: amounts due within one year

	2009	2008
	£	£
Subscriptions in advance	36,409	28,559
Membership support fund	-	120
Accruals	<u>6,000</u>	<u>10,134</u>
	<u>42,409</u>	<u>38,813</u>

10 STATEMENT OF FUNDS

	Unrestricted accumulated fund	
	2009	2008
	£	£
At 1 January 2009	599,389	490,339
Net incoming/ (outgoing) resources for the year	<u>(49,261)</u>	<u>109,050</u>
At 31 December 2009	<u>550,128</u>	<u>599,389</u>

Notes to the Accounts

11 RELATED PARTY TRANSACTIONS

Certain trustees are also members of the Society. During the year they have paid membership fees on an arm's length basis.

