



2020/21

A YEAR IN REVIEW

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# WELCOME TO MY THIRD ANNUAL REPORT AS YOUR CHAIR

The Covid-19 pandemic has stretched humanity and my thoughts and hopes are with our global family of colleagues and members. With care, compassion, and a determination of spirit, most will emerge on the other side; bruised and battered, but resolute that we did our very best in the very worst circumstances. My sincere condolences to those of you who have lost loved ones.

With vaccination comes tentative optimism and the prospect of accelerated scientific progress beyond a health crisis. We face uneven global economic recovery and an escalating climate concern.

Reaction, resilience, recovery, and renewal of the past year have been the foundations for all and our management has delivered for our Institute. Their teamwork has enabled an improved and enhanced learning and development experience. Remote invigilation is now a reality, and we will imminently deliver even more flexibility and experience via our MyCISI app. We hope that how ever and where ever you work your experience and convenience will be enhanced

The CISI management continues to contribute actively to important sector-wide work on purpose, diversity, mental health and wellbeing and many other developments that will continue to improve the working environment for all of us to build forward for the better.

The purpose and predictability of all institutions have never been more important. Through our national and global difficulties, the CISI remains vigilant in its focus to promote integrity and professionalism in our financial services.

As ever, we are grateful for the determination and energy of the CISI management team, whose leadership ensures the continued flourishing and strong sense of purpose and service that our Institute delivers for our members worldwide. We continue to benefit from the outstanding contribution of around 800 professional members who work, voluntarily, to ensure that the CISI remains relevant and fit for purpose, via stimulating professional interest forums and timely and insightful continuing professional development.

I would like to take this opportunity also to thank our knowledgeable, conscientious, and engaged Board of Trustees who too give their time voluntarily to help the Institute to stay on track, focus on renewal and be the best that our Institute can be.

Never has the engagement and enthusiasm of our community of members, volunteers, Trustees, and staff been more important than it is today. Our profession is part of our health, economic and climate recovery solution.

As your Institute invests thoughtfully in the sustainable renewal of its services and delivery, we are confident that we will continue to promote your integrity, professionalism, and a commitment to life-long learning, wherever you may be.

Watch the video here

Michael Cole-Fontayn MCSI

Chair

# CHIEF EXECUTIVE REPORT

#### **A CHALLENGE**

Like many organisations over the past twelve months, the Institute has faced the unprecedented challenge of first surviving, then managing in a Covid-19 pandemic environment as the virus, which has no respect for geography, infected over 130 million people, reaching every country of the world.

For us, normal life was abruptly suspended in late March 2020, and with the priority on saving lives and reducing transmission rates, we mothballed our offices and moved online.

The early weeks were challenging. We were forced to improvise, adjust and adapt to a very different environment in a short amount of time, not least because all our test centres were closed between April and June, so candidates were unable to take their examinations.

Our colleagues responded superbly – rising to the challenge, working around problems, creating innovative solutions, looking after and transferring many thousands of our displaced candidates' bookings to later dates while simultaneously moving all our continuing professional development (CPD) and learning online.

Fortunately, the pandemic has also brought out the best in many. Regulators provided dispensation to firms and individuals, organisations have looked after their staff and governments have provided financial lifelines to many.

Our testing partners worked tirelessly with us to accelerate and roll out a remote testing facility which uses modern technology, especially the ability to continuously monitor remotely, so allowing candidates to take their exams on their own equipment in their own rooms or offices, at a time mutually convenient to both parties



#### A BENEFICIARY OF TECHNOLOGY

From a business perspective, the economic health of many countries has been saved by technology, be it the hardware of machines, the wireless internet connectivity, or the software such as programmes from Zoom. Teams. Skype or Amazon.

The Institute was also a beneficiary of technology, not only because all our colleagues moved from their office to their home so effectively and efficiently, but also because candidates were able to test online and, for members, our series of meetings and continuous learning opportunities expanded many times over.

#### **MEMBERSHIP**

We moved many of the physical regional events online using direct webcasts. This resulted in a significant uptake in attendance as members were no longer restricted by geography. Instead of maybe 80 members meeting in a region, over 250 or more would join in, from all over the world

Similarly, the diversity of panel members increased as moving online meant those in a different time zones could participate.

During the year we continued to expand the quality and range of digital learning, providing over five elearning suites, comprising ebooks, Revision Express, Professional Refresher, Professional Assessment, and Regulatory Assessment, many in a variety of languages, including Spanish, Arabic, French and Greek.

Since April 2020, we have uploaded over 300 new programmes to our CISITV channel, which were viewed over 130,000 times.

Our dedicated IT team worked tirelessly to develop our highly interactive and fully responsive app, which we launched for beta testing at the end of the year. Initial feedback from 500 users has been particularly positive and a full version will be released in July

Despite the disruption, we welcomed 2,384 new members, including 690 from outside the UK, and we end the year with over 40,000 members, of whom 25,566 are fully qualified.

#### **EMBRACING CHANGE**

The pandemic has pushed us to embrace change earlier, faster and more radically than we imagined. Ideas and suggestions that we thought might take many years to implement, such as remote invigilation, happened in months with the understanding that, while this was not the perfect solution, it worked well for 98% of candidates and is here to stay.

It has also meant that we are now able to deliver on our dream of offering anyone, no matter where they live, the opportunity to learn and take an invigilated, major qualification, at a time of their choosing on a date of their choice, provided they have an internet connection and a computer.

#### **LEARNING CHANGES**

The pandemic has also caused us to look at how we work and how people learn. Although we do not offer training for our qualifications, instead partnering with accredited training providers who prepare candidates for our benchmark qualifications, we do provide elearning opportunities, short seminars and websites to our members, as part of membership.

We have seen how quickly learning has changed, moving from being instructor led to a hybrid or blended model with a far greater online content, especially for technical learning. So-called 'softer skills' still require greater face-to-face interaction.

HR departments tell us that people are keener to study now than ever before. We have seen some evidence of this reflected in highe pass rates, especially in the more testing higher-level examinations which are now taken, but not marked, online and are another example of a long planned, now accelerated change arising from the impact of Covid-19.

Another change we've seen has been an increase in demand for more immediate, bite-sized, learning, or 'immediate knowledge gratification', which is being encouraged by firms. Younger people now turn to YouTube as their go-to knowledge bank and we have seen some of this behaviour reflected in an increase in demand for our suite of over 200 short elearning, Professional Refresher modules

More recently, we have opened a dialogue with the UK regulator about the move to smaller learning sessions because, under the current rules for accrediting CPD, only learning sessions of 30 minutes or more count towards the annual regulatory requirement

To increase public access, we have added additional content to our YouTube channel, which includes a series of videos and animations on topics such as the principles of derivatives or commercial loans.

#### INTERNATIONAL QUALIFICATIONS

Despite the significant disruption from Covid-19, which affected both the learners and our ability to offer testing facilities, over 26,000 qualifications were taken worldwide. While this is significantly down on the previous year (37,123), comparisons are of little relevance, given the worldwide enforced closures.

It was good to see a strong demand for qualifications from the Gulf region, including Saudi Arabia. We continue to grow our presence in Africa, where we welcomed 200 new members this year, and in Europe, our exams, which are rightly viewed as the global benchmark by some firms, continue to be promoted in those posts that have moved from London to European control.

We also opened our office in China this year, where we have seen a great deal of interest in our wealth exams. More than 400 of our International Certificate in Wealth & Investment Management exam were taken in Mandarin.

Ve were delighted when Luxembourg became the 65th jurisdiction or recognise CISI qualifications.

#### **PURPOSE**

We are proud to be both a Chartered body and a charity. This means that we seek to maximise our objectives rather than our profits. Despite the pandemic, we maintained our focus on providing a public benefit by educating members and certifying members of the public.

We receive no public income or government subsidy, but creating money is not our primary aim. As I wrote last year, being focused on our objectives, rather than profitability, allows us to consider the longer term and to carry out initiatives which might be the right thing to do for our sector and society rather than the most financially rewarding

Throughout the year, albeit with a pause over the summer, we continued and concluded our consultation of members and stakeholders to refresh and renew our purpose.

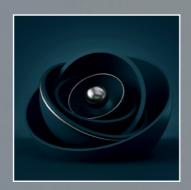
After a series of workshops and seminars, members have now voted

















by a margin of 2:1 that the purpose of the Institute is:

"To champion lifelong learning and integrity, raising individual standards of knowledge, skills and behaviour globally to enhance public trust and confidence in financial services."

Members were also keen that we should devote more resources to two charitable purposes: increasing financial literacy and encouraging a greater and more diverse population to enter the sector. We will be working on proposals during the pext financial year

#### **ACCOUNTS**

Financially, this has been a challenging year. The lack of examination income was significant and, overall, income was down £3m – 20% against the initial budget.

When the scale of the pandemic became apparent, we acted quickly, reducing expenses and controlling costs. We made an operating loss of £683k, which, although unwelcome, is almost one-third of the expected deficit we projected in July 2020.

Over the years we have prudently and consciously built up reserves which, in April 2020, stood at £13m, of which £7.5m was invested in equities. Fortunately, this was at the higher end of the range agreed by the Trustees. During the year, we lost five posts from a complement of 174, of which three were directly related to Covid-19 reducing demand. No one was furloughed nor did we receive any financial assistance from the government.

The equity investments performed particularly well, increasing by 23% (£1.7m), therefore covering the cost of the operating shortfall and allowing us to report an overall net surplus of £1m. This was a superb financial result against a unique and challenging year.

This positive financial out-turn has allowed us to increase our donation to £250k to the Educational Trust, which is a separate charity.

#### **INTEGRITY**

The Institute's second core principle – integrity – is perhaps more relevant now than ever. Finance continues to rely on trust. People buy from people and if there is no trust, there is no transaction.

Our integrity case studies and guidance continued to be well received during the year, especially internationally.

A further 10,000 IntegrityMatters tests were completed, taking the total to 80,000. We believe the Institute continues to be the only professional body in the world to require many of those taking capital market exams, to take and pass a unique integrity test.

#### LIVING THE CODE

However, regrettably, not every member lives up to the Institute's expectation and, during the year, out of 40 disciplinary cases reviewed by our internal Disciplinary Review Panel, 10 of those were sufficiently serious to be heard by the Disciplinary Panel, an independent review body made up of CISI and lay members. This slightly larger than usual number included a clearance of some

Of those cases reviewed by the Disciplinary Panel, two members were expelled from the Institute; one member received a reprimar and suspension of their Chartered status; two members received a severe reprimand and suspension of their Chartered status; two members received a severe reprimand; one member had their Chartered status suspended; and for two members, there was ultimately no case to answer.

The public need to have confidence in the integrity of members and we actively encourage the reporting of behaviour which falls short of the Institute's principles.

During the year, our Integrity Committee reviewed and updated the core principles in our Code of Conduct, reflecting the growing importance of sustainability, speaking up and data protection. These new principles became effective on 2 January 2021 and are confirmed by individuals on renewal of their membership.

The Code of Conduct imposes an obligation on members to act at all times not only in compliance with the rules, but also to support the underlying values of the Institute.

#### FINANCIAL PLANNING

This year there has been a huge increase in our emphasis on financial planning as we completed our pathway that will allow individuals to move from entry level to achieve the highest global standard in financial planning: the CFP™ certification.

This has allowed us to actively promote our financial planning pathway and we were pleased to see twice as many people entering our level six paper, and achieving improved pass rates. This bodes well for the cohort to progress through to full CFP certification.

As I mentioned last year, we are seeing an increased integration between wealth and financial planning, which has continued. Now it is the exception for wealth firms not to have integrated financial planning into their teams.

The number of members who have joined our Financial Planning forum has increased to over 5,000, making CISI the natural home of real financial planning.

#### THE CHARTERED BODIES ALLIANCE

This informal alliance is composed of three of the five FCA accredited bodies: the CISI, the Chartered Insurance Institute (CII and the Chartered Banker Institute (CBI).

The enhanced cooperation between the bodies is proving beneficial to members, who have been able to attend events put on by other bodies, as well as a number of tripartite-arranged activities.

The three bodies have been working on a common qualification on climate change, which will be launched during the summer.

#### PEOPLE

This year has brought out the best in everyone. Despite the pandemic, we still benefited from the professional assistance of over 800 practitioners, the vast majority of whom do so voluntarily. Some help with our exam panels, some run our Professional Forums, some write articles for us and some run our regions. We discovered one person who actively volunteers on 14 different committees! We owe them all a huge debt of gratitude.

#### **COLLEAGUES**

The past year has been especially challenging for everyone particularly our colleagues who, as I outlined earlier, have responded magnificently.

Working at home has made us all realise what we like, and dislike, about working in an office environment. A year with little real interaction between colleagues, both in this country and in our international offices, has made us appreciate the value and benefit of social interaction, especially in terms of collaboration and creativity. It has also caused us to look more closely at how we work and how we should work in the future.

In July we concluded that there was a role for the office, but it is focused on what has become known as the '6 Cs' (see strip below).

This means that we will now require departments and their teams to work in the office for only two designated days a week.

As a result, we will need less space, so we have sublet 40% of our mai office at 20 Fenchurch Street to one of our Chartered Body Alliance partners, the Chartered Insurance Institute, who also share the common areas and meeting rooms with us. We are delighted that two professional bodies are working together on the same floor

We have also reconfigured the floor to add further meeting rooms,

small discussion areas and breakout areas because, in future, when people come to the office, they come to meet and be creative, not to sit at their desks typing into a screen.

This move has been welcomed by London-based colleagues and will now consider how it can be rolled out to other offices

## EQUALITY DIVERSITY AND OPPORTUNITY

One of the side benefits of everyone working at home has been greater equality access and involvement of individuals during meetings. Colleagues who used to remotely connect report that they get detached but now everyone feels more included and involved.

We want to capture this greater engagement and have revamped and formalised an internal staff group to advise on how we can ensure that everyone has the best opportunity to thrive and flourish, regardless of race, ethnicity or sexual orientation.

Although we are not required to report our gender pay gap, overall, it is 14.4%, although this is more evident at the director level (level 6 in the Institute hierarchy). There is a reverse gap at management (level 4) and admin (level 1) while in the executive grade (level 2) the gap is 5.3%.

#### CONCLUSION

his has been a challenging year for everyone. The pandemic has ffected the world's populations and, as well as being responsible or over three million deaths, has caused economic hardship and procestainty for many billions.

The arrival of the vaccination and its swift global rollout gives us hope and optimism that we will be able to socialise, bond and meet again in person during the year.

l look forward to that time.

SIMON holos

Simon Culhane, Chartered FCSI

Chief Executive

Collaboration Creativity Cohesion Culture Coaching Chat

### **HEAR FROM OUR TEAM AT THE CISI**

2020 - 2021 was an interesting and intense year. Hear from the team overseeing CISI operations around the world about what we achieved and what challenges we faced - scan the QR codes with your mobile device or visit our virtual annual report at cisi.org/annualreport2021.

#### INTERNATIONAL BUSINESS DEVELOPMENT



**DIGITALTISATION** 



SCHOOLS AND UNIVERSITIES



**MEMBERSHIP** 



**FINANCE AND ACCOUNTS** 



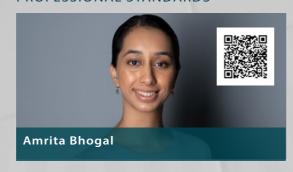
QUALIFICATIONS AND LEARNING



FINANCIAL PLANNING



PROFESSIONAL STANDARDS



UK



CHINA



MIDDLE EAST



**APAC** 



MEMBERSHIP COMMITTEE AND FORUMS



SPAIN



**EUROPE** 



AFRICA



INDIA



A YEAR LIKE NO OTHER



### **VOLUNTEERS AND CONTRIBUTORS**

As at 31 March 2020

#### **AUDIT COMMITTEE**

(C) Alan Ramsay FCSI(Hon), International Property Securities Exchange

Fionnuala Carvill, Chartered FCSI, Investec

Debbie Clarke CF, Chartered MCSI, New Clarke Ventures

Michael Cole-Fontayn MCSI, CISI

Clair Mills

Clive Shelton, Chartered FCSI \*

# NOMINATION/REMUNERATION COMMITTEE

(C) Michael Cole-Fontayn MCSI, CISI

Fionnuala Carvill, Chartered FCSI, Investec

Alan Ramsay FCSI(Hon), International Property Securities Exchange

Becky Taylor, Chartered FCSI, Aurea Financial Planning

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(C) Debbie Clarke CF, Chartered MCSI, New Clarke Ventures

John Barrass, Personal Investment Management and Financial Advice Association \*

Andrew Carter, Chartered MCSI, TS&W Services

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Tim Fassam, Personal Investment Management and Financial Advice Association

Neal Franklin, Chartered FCSI, Neal Franklin Compliance Consultancy

Paul Grainger CFP™ Chartered FCSI, Complyport

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Carol Knight, Tax Incentivised Savings Association

Peter Lee, Morgan Stanley

William Macdonald FCSI(Hon), Craigcrook Management Services

Graham Nicoll MCSI, Barclays

Denis O'Connor FCSI

Carol Padgett, ICMA Centre

Shaun Robertson, Institute of Chartered Accountants in England & Wales

Graham Withers, Chartered FCSI, Peregrine & Black Investment Management

#### **REVIEW EDITORIAL PANEL**

(C) Claire Perryman, Chartered MCSI, State Street Global Advisers

(DC) Tsitsi Mutiti, Chartered FCSI, Charles Stanley

(DC) Nigel Sydenham, Chartered FCSI, CCL Academy

Helen Anderson, CISI

Michael Cole-Fontayn MCSI, CISI

Scott Dobbie FCSI(Hon), Deutsche Bank

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Julius Lipner MCSI, Plutus Wealth Management

George Littlejohn MCSI, CISI

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Robert Lockie CFP™ Chartered FCSI, Bloomsbury Wealth

David Madgwick ACSI, Charles Stanley

Elizabeth Martine, Chartered FCSI, Close Brothers

Thomas Oakman, Chartered MCSI, Jarvis Investment Management

Frank Reardon, Chartered FCSI, JM Finn

Janet Walford OBE

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(C) Nick Swales DL Chartered FCSI, Rathbone Investment Management

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Richard Crews, Chartered MCSI \*

Charles Ferry, Chartered FCSI, Brewin Dolphin

Phillip Langton MCSI, Dex \*

Margaret Lindsay, Chartered FCSI, Smith & Williamson Investment Management

Peter Moores, Chartered FCSI, Raymond James Investment Services

Gee Weng Sung, Chartered FCSI, Investec Wealth & Investment

Becky Taylor CFP™ Chartered FCSI, Aurea Financial Planning

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Martin Watkins, Chartered FCSI, Cournswood \*

Tina Wishart, Chartered FCSI, Punter Southall Wealth

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(DC) Christopher Barley MCSI

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Con Keating, Brighton Rock Group

Henrietta Podd MCSI, Chatham Financial Group

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Daniel Wynne, Chartered FCSI, National Australia Bank

Joseph Zacharioudakis, SUEZ

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(DC) Charles Jackson, Chartered FCSI \*

Nigel Avey, Chartered MCSI

Peter Brown, Chartered FCSI \*

Richard Crannis, RVC Consulting \*

Sandy Hoyland, Chartered FCSI, Scottish Widows Schroder Personal Wealth

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Daniel Lewsey, Chartered FCSI, Nordea Group

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Lorne Daniel MCSI, finnCap

Dalia Joseph MCSI, Scotiabank

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Mauro Tortone, Chartered MCSI, P27

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Chris Hill CFP Chartered MCSI, WBW Chartered Financial Planners

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Joanna Redmond CFP™ APP Chartered MCSI, Investment for Life

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Giulia Lupato, Chartered MCSI, Personal Investment Management and Financial Advice Association

Peter Randall, Chartered FCSI, Setl

Jeffrey Wasserman, Chartered MCSI, Barclays

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C) Aidan Paddick ACSI

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Laurence Rose FCSI (Laurence passed away)

Martin Watkins, Chartered FCSI, Cournswood \*

Diarmuid Whyte ACSI, Citibank Europe

\* Stepped down during the year

#### **OPERATIONS**

(C) Frank Reardon, Chartered FCSI, JM Finn

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Blandine Arzur-Kean MCSI, Kean and Partners

John Beeston MCSI, Platform Securities

Richard Crews, Chartered MCSI \*

Michael Dimopoulos, Chartered MCSI

Robert Forbes, Chartered FCSI, RBC Investor Services

Siobhan Reid-Stiffell ACSI, SS&C Financial Services

Alex Stephens, Chartered FCSI, Investec Wealth &

Catherine Talks, London Stock Exchange Group

Kirit Teli, Iress

Derek Young, Chartered FCSI, Dr Jackie's Consultancy

#### **PARAPLANNER**

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Farida Hassanali CFP™ APP Chartered FCSI, Paradigm Norton

Richard Allum, The Paraplanners

Kim Bendall CFP™ APP Chartered MCSI, Go Paraplanning

Sian Cole, Plan Works

Blake Ellis, Prudent Paraplanning

Christina Georgiou \*

Steven McBurnie APP MCSI, The Timebank

Pippa Oldfield, Mazars

Damian Zhang, Lubbock Fine Wealth Management

#### **RISK**

(C) Nicholas Garnish, Chartered MCSI, CIBC World Markets

(C) Alan Burr, Chartered FCSI, Burr & Company \*

(DC) Elizabeth Martine, Chartered FCSI, Close Brothers Asset Management

Colin Atkinson, Chartered MCSI, Scottish Widows

Robert Barclay MCSI, ABN-AMRO

Maria Cobby, Chartered MCSI, Fidelity International

Bryan Foss MCSI

Julie Hedley, Chartered MCSI, Brewin Dolphin

Charles Jackson, Chartered FCSI

Garo Karabeyekian, Chartered FCSI, Barclays Bank UK

Richard Ward, Chartered MCSI

#### **TRAINING & COMPLIANCE**

(C) Nigel Sydenham, Chartered FCSI, CCL Academy

(C) Carl Redfern, Redland Business Solutions \*

Josie Bond, Rathbones \*

Charles Cattell, Chartered MCSI, The Cattellyst Consultancy

Richard Crannis, RVC Consulting \*

Rebecca Griffith, Chartered MCSI, Charles Stanley \*

Claire James, JM Finn

Barbara Kane, LGT Vestra

Arlene Kearney, Chartered MCSI, JM Finn

Laurence Kehoe, Chartered MCSI, Smith & Williamson

David Madgwick ACSI, Charles Stanley

Adrian Royal ACSI, Smith & Williamson

Jasmin Shorter, Killik & Co

Aisha Williams, Chartered MCSI, Barclays Bank UK

#### **WEALTH MANAGEMENT**

(C) Hamish Warnock ACSI, Seccl

(C) Frederick Barker, Chartered FCSI, Charles Stanley \*

(DC) Jon Wingent, Chartered FCSI, Schroders

Bandish Gudka, Chartered FCSI, LGT Vestra

Dennis Hall MCSI, Yellowtail Financial Planning

Clive Menzies, Chartered FCSI, Clive Menzies & Associates trading as MacroRisk Connect \*

Mark Rowe-Ham, Chartered FCSI, JM Finn & Co

Kevin Sloane, Chartered MCSI

Katherine Tasker, Chartered FCSI, Charles Stanley

Juliet Wedderburn, Charles Stanley

William Wood, Chartered MCSI, Aberdeen Standard

# YOUNG PROFESSIONALS NETWORK COMMITTEE

(C) Emma Dobson MCSI, Lombard Odier (Europe) UK Branch

Siobhan Baker ACSI

Andrew Dawson ACSI, Deutsche Bank AG

Gladys Garcia ACSI, Ruffer

Stephen Harris MCSI, Cazenove Capital Management

Luke Hornsby ACSI, Smith & Williamson Investment Management

Ross Jefferies ACSI, Panoramic Wealth Management

## ACCREDITED FINANCIAL PLANNING FIRMS (AFPF)

Accredited Financial Planning Firms (AFPF)

1825 (London)

1st Chartered Financial Planning

**Acumen Financial Planning** 

Affinity Integrated Wealth Management

Anderson Anderson & Brown Wealth

Ashburn Wealth Management

Ashlea Financial Planning

Berry & Oak

**Bloomsbury Wealth Management** 

boosst

**Bourlet Financial Planning** 

**Broadway Financial Planning** 

**Brook-Dobson Brear** 

**Buckle & Partners** 

CDN Life Solutions

Central Financial Planning

Chamberlyns

**Chesterton House** 

Citywide Financial Partners

Collingbourne Wealth Management

Cooper Parry Wealth

**Expert Wealth Management** 

Fensham Howes

Fiscal Engineers

Fort Financial Planning

Fundamental Group

**GEM & Co Financial Services** 

Gibson Financial Planning

Glennan Wealth Management

Hamish Leng & Company

Hannay Robertson Financial Planning

**HC Wealth Management** 

Heron House Financial Management

Holland Hahn & Wills

Interface Financial Planning

James Harvey Associates

Jane Smith Financial Planning

Jessop Financial Planning

Lee Strathy

Loch Fyne Financial Management

Lumen Financial Planning

| Midas Fides                                   |
|---|
| Montage Wealth Management                     |
| Navigator Financial Planning                  |
| North Laine Financial Management              |
| Paradigm Norton                               |
| PAVIS Financial Management                    |
| Penguin Wealth Planners                       |
| Piercefield Oliver                            |
| Proposito Financial Planning                  |
| Scholes & Brown                               |
| Sheraton Financial Planning                   |
| Sound Financial Planning Group                |
| Stafford Wealth Management                    |
| Thomas and Thomas Finance                     |
| Tower Hill Associates                         |
| UNIQ Family Wealth                            |
| Watson Wood Financial Planning                |
| Wealth Matters                                |
| Wealthflow                                    |
| Wells Gibson                                  |
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#### **AFPF STEERING GROUP**

Lumin Wealth

Manse Capital

Magenta Financial Planning

Mazars Financial Planning

(C) Quentin McCormick CFP™ Chartered FCSI, Pavis Financial Management

Clinton Askew CFP™ Chartered MCSI, Citywide Financial Partners

Sylvia Bentham CFP™ Chartered FCSI, 1st Chartered Financial Planning \*

Andrew Elson CFP™ Chartered FCSI, Berry & Oak \*

Lee Glennan CFP™ Chartered FCSI, Glennan Wealth Management

Marlene Outrim CFP™ Chartered FCSI, UNIQ Family Wealth

Ian Pickford CFP™ Chartered MCSI, Mazars

Martin Ruskin CFP™ Chartered MCSI, Paradigm Norton Financial Planning

lan Smith CFP™ Chartered FCSI, Central Wealth Planning

Mike Stafford CFP™ Chartered MCSI, Stafford Wealth Management

\* Stepped down during the year

#### PREMIER TRAINING PARTNERS

Capital Markets & Derivatives Training

CCL Academy

Examready

Fitch Learning

FSTP

Kaplan Financial

**Glascow Consulting** 

#### **ACCREDITED TRAINING PARTNERS**

Academy of Finance (Private) Limited, Sri Lanka

Africa Risk Institute, Kenya

Agri and Co-operative Training and Consultancy Services Limited, Kenya

Alexander Professional Studies Limited, Cyprus

Altium Training, Greece

Alwyni International Consulting, Indonesia

Arthur Portland, Botswana

Asesoria Internacional en Futuros y Derivados JR, SRL, Costa Rica

Bahamas Institute of Financial Services, Bahamas

Baker Tilly, Kuwait

Belstar Training Centre, Mauritius

BG Consulting Group, UK

Boltons College, Uganda

BPP Professional Education, UK

CCL Academy - Middle East & Africa, United Arab Emirates

Center for Continuing Education - American University of Kuwait, Kuwait

Centre International De Formation De La Profession Bancaire, Morocco

Cesag Business School, Senegal

College of Banking & Financial Studies, Oman

College of Insurance, Kenya

Compliance and Risk Consultancy, United Kingdom

Cornerstone Luthien Advisory Limited, Rwanda

Cyprus International Institute of Management, Cyprus

EduEdgePro, India

Egyptian Banking Institute (EBI), Egypt

EL Education Academy, Hong Kong

Escuela de Negocios Inforpro, Spain

European Institute of Management and Finance (EIMF),

Examready Pty Ltd, South Africa

Expert Pensions, UK

Fidelitas Institute, Indonesia

Fikai Consultoría Financiera S.L, Spain

Finmark Trainers India PVT Limited, India

FinTech Studies, India

Five Pillars Pte Ltd, Singapore

Fleming, Slovakia

Focus Solutions Group, UK

Golden Education, China

Gulf University for Science and Technology, Kuwait

IFA Instituto Financiero, S.L, Spain

IFAAS (Islamic Finance Advisory & Assurance Services), UK

ifsMalta - Institute of Financial Services, Malta

IHS Information Mosaic, Ireland

Imarticus Learning Pvt. Ltd, India

Impact Risk Analytics, Kenya

Inquirer Academy, Philippines

Institut de Formation de la Bourse de Tunis - IFBT, Tunisia

Institute of Business and Investment Management, Myanmar

Institute of Certified Investment and Financial Analysts, Kenya

Institute of Financial Studies, Romania

Instituto Español De Analistas Financieros-Fundacion De Estudios Financieros, Spain

Insurance Training College of Uganda, Uganda

Integrated Development Academy for Training and Consultations, Jordan

Intel Wise Pte Limited, Singapore

Intelivisto Consulting India Pvt. Ltd, India

International College of Commerce, Netherlands

Islamic Finance Navigator, UK

JW Compliance, UK

Kaplan Higher Education Academy Pte Ltd , Singapore

Kaplan Higher Education Institute Pte Ltd, Singapore

KBW Associates, UK

Kedari Capital , Nigeria

Leoron, United Arab Emirates

London Governance & Compliance Academy, UK

London Stock Exchange Group

Managerial & Financial Training Center (MFTC), Saudi Arabia

Matrix Institute of Professionals, Myanmar

Minhaj Advisory, United Arab Emirates

Mondial, United Arab Emirates

Mondial Academy, United Arab Emirates

Money Experts Institute for Training, Saudi Arabia

Myanmar Institute of Business (MIB), Myanmar

Nairobi Securities Exchange, Kenya

National Skills Academy for FS (Tower Hamlets College), UK

Nigeria Capital Market Institute, Nigeria

Origin Training Centre, Bahrain

Oshwal College, Kenya

Pakistan Institute of Management, Pakistan

Premier Capital Limited, Kenya

PricewaterhouseCoopers, Colombia

Qatar Finance and Business Academy (QFBA), Qatar

Risk Reward, UK

Romanian Banking Institute, Romania

School of Accounting & Management (SAM Caribbean Ltd), Trinidad and Tobago

SBCS Global Learning Institute Limited, Trinidad and Tobago

Securities & Exchange Commission - Financial Services
Academy, Sri Lanka

Selling Consult - Campus Financiero, Spain

Shanghai Golden Future Education Co. Limited, China

Tadawul Academy FZE, United Arab Emirates

Tanzania Institute of Bankers, Tanzania

TCS – Treasures Training, Egypt

The American University in Cairo, Egypt

The Financial Planning Training Academy, UK

The Nigerian Stock Exchange, Nigeria

The Securities Market & Management Institute, Russia

Uganda Institute of Banking and Financial Services, Uganda

University of Greenwich, UK

Watan First Institute, Saudi Arabia

ZAW Business School, Myanmar

ITM Business School, ITM Trust, India

Association of Investments & Portfolio Managers, Nigeria

#### **INVESTMENT COMMITTEE**

(C) Nick Swales DL Chartered FCSI, Rathbone Investment Management

Chris Harris-Deans, Chartered FCSI, Charles Stanley \*

Robert Hughes-Penney, Chartered FCSI, Rathbone Brothers

Claire Perryman, Chartered MCSI, State Street Global Advisors

#### **INTEGRITY COMMITTEE**

Tracey Davidson, Chartered MCSI (Chair), Handelsbanken

Philippa Foster Back CBE, Institute of Business Ethics \*

Charlotte Black FCSI(Hon), Aberdeen Standard Asia Focus

Ben Blackett-Ord, Bovill \*

Rosalyn Breedy, Simons Muirhead Burton

Andrew Brook-Dobson CFP™ Chartered MCSI

Richard Charnock, Chartered FCSI, Aberdeen Standard Capital \*

Simon Culhane, Chartered FCSI, CISI

Kate Griffiths-Lambeth, Charles Stanley

Charles Hoare Nairne, Chartered FCSI, Messrs. C. Hoare & Co

Robert Hughes-Penney, Chartered FCSI, Rathbone Brothers

Professor Paul Palmer, Cass Business School \*

Dr Ian Peters MBE, Institute of Business Ethics

Tracey Reddings, Chartered MCSI, Reddings Wealth Management

Ann Roughead, Threadneedle Investments

Matthew Toms, Chartered MCSI, Handelsbanken Asset Management

Nuala Walsh, MindEquity Consulting

#### **DISCIPLINARY COMMITTEE**

Frank Moxon, Chartered FCSI(Hon) (chair), Hoyt Moxon

Charles Hoare Nairne, Chartered FCSI, Messrs. C. Hoare & Co.

Judith Ullock, Chartered MCSI, Redmayne Bentley

Tina Wishart, Chartered FCSI, Punter Southall Wealth

#### **EDUCATIONAL TRUST**

(C) Frank Moxon, Chartered FCSI, Hoyt Moxon

(CT) Nick Swales DL Chartered FCSI, Rathbone Investment Management

Michael Coulon, University of Sussex

Paul Cox, University of Bath

Andrew Porter, Chartered FCSI, Barclays

James Sullivan, Divento Financials

Susan Travers, Chartered FCSI, Rathbone Brothers plc

Susan Wright, Chartered MCSI, Citigroup

#### INTERNATIONAL COMMITTEE

(C) Danny Corrigan MCSI, London Reporting House

Chris Allen MCSL HSBC \*

Neil Atkinson, Chartered FCSI, HSBC

John Bourbon, Chartered FCSI, John Bourbon Consulting \*

Sharon Constancon MCSI, Genius Methods, Valufin and SA Chamber of Commerce UK

Prem Goyal OBE JP, Alderman of the City of London

Ononuju Irukwu, Chartered MCSI, FBN Bank (UK)

David Kane MCSI

Fiona King MCSI, Citi

David O'Reilly, Chartered MCSI, Wimbledon Park Capital

lan Pledger ACSI, BNY Mellon

P.H. Ravikumar FCSI(Hon), Vastu Housing Finance Corporation and Bharat Financial Inclusion

James von Simson, Chartered FCSI, Tilney Smith & Williamson

Jon Willis MCSI, HSBC

#### NATIONAL ADVISORY COUNCILS

Bahrain: Khalid Al Zayani, Al Zayani Investments

Cyprus: Charles Charalambous, Chartered MCSI, **Cyprowealth Advisory Services** 

Gibraltar: Ian Woods, Chartered MCSI, Bank J.Safra Sarasin (Gibraltar)

Greater Bay Area China: Ken McGowan, Chartered MCSI

India: P.H. Ravikumar FCSI(Hon), Vastu Housing Finance Corporation and Bharat Financial Inclusion

Ireland: Eugene Kiernan FCSI

Mauritius: Neeraj Umanee MCSI, Swan Securities

Nigeria: Bola Ajomale, NASD

Philippines: James Hartland, Chartered MCSI, Astra Financial Services

Singapore: Paul Hedges, Chartered FCSI \* - Mike Buffini, Chartered FCSI, St James's Place Wealth Management

Sri Lanka: Nihal Fonseka FCSI(Hon) \* - Nandika Buddhipala, Commercial Bank of Ceylon

Switzerland: Laurence Rose FCSI, Altaira Wealth Management \* (Laurence passed away)

United Arab Emirates: Peter Smith, Dubai Financial Services Authority

#### **REGIONAL COMMITTEES**

Birmingham: Mark Rogers ACSI, Succession Group

Bristol and Bath: Lee Hissey, Chartered FCSI, Computershare

Cotswolds: Sandra Paul, Prestwood Software Ltd

East Anglia: Mark Hinds, Chartered FCSI, Charles Stanley

East Midlands and Lincoln: Andrew Jervis CFP™ Chartered MCSI, Chesterton House Financial Planning

Essex: Claire Newman, Chartered MCSI, Pershing

Guernsey: Christopher Jehan, Chartered FSCI, Midshore

Isle of Man: Timothy Boles, Chartered FCSI, Equilibrium Pensions \* - Katie Errock ACSI, Fiera Capital

Jersey: Niall Husbands MCSI

Lancashire & Cumbria: Sylvia Bentham CFP™ Chartered FCSI, 1st Chartered Financial Planning \* - Paul Jones CFP™ Chartered MCSI, Mackenzie Financial Planning

Liverpool, Chester and North Wales: Louise McEveley, Chartered MCSI, Pershing

Manchester: Rebecca Jones MCSI, BNY Mellon

North East: Peter Douglas, Chartered MCSI, Brewin Dolphin

Northern Home Counties: Lien Luu CFP™ MCSI, Coventry University Business School

Northern Ireland: Emily Waterworth, Chartered FCSI, Brewin Dolphin

Scotland: Arlene Ewing, Chartered FCSI, Brewin Dolphin

South Coast: Abby Johnson, Chartered FCSI, P.J Aiken

South East: Leighton Bascom, Chartered FCSI, Raymond James Investment Services \* - Suneeta Puranik, Chartered MCSI, The Charity Bank

Southern: Jeremy Turrell, Chartered MCSI, Sanlam Wealth

Thames Valley: Linda Hulls CFP™ Chartered FCSI, Cameron

Wales: Stuart Hutchinson, Chartered FSCI, Brooks MacDonald Asset Management

West Country: Jonathan Dilley, Chartered MCSI, Investec Wealth & Investment

Yorkshire: Charles Thompson, Chartered FCSI, Aberdeen Standard Capital

### **OUR BOARD OF TRUSTEES**



**Chris Allen MCSI** Head of global private banking EMEA, HSBC



Fionnuala Carvill, Chartered FCSI, FCIB FCIS Non-executive director Investec Bank (CI)



**Debbie Clarke CF** Chartered MCSI Managing director, New Clarke Ventures



Michael Cole-Fontayn MCSI Chair, CISI



**Danny Corrigan MCSI** Chief executive, London Reportina House



Tracey Davidson, **Chartered MCSI** Deputy CEO, Handelshanken



Charles Ferry, **Chartered FCSI** Managing Director of Brewin Dolphin



Petros Florides, **Chartered FCSI** Director, Global Middle East & Asia). World Vision International



Robert Hughes-Penney, **Chartered FCSI** Investment Director. Rathbones



Clair Mills Chief operating officer, Prudential Regulation



**Graham Nicoll MCSI** 



Claire Perryman, **Chartered MCSI** Managing director, State Street Global Advisors



FCSI(Hon) Director, Vastu Housing **Finance Corporation** (India)



Alan Ramsay FCSI(Hon) Deputy chair, CISI: chief **Property Securities** Exchange



Martin Ruskin CFP™ Chartered MCSI Client director, Paradigm Planning



**Nick Swales DL Chartered FCSI** Regional director,



Becky Taylor CFP™ Chartered FCSI Managing director, Aurea



Jane Valls Executive Director, GCC **Board Directors Institute** 

as at 31 March 2021

The Trustees served on the following committees:

A Audit Committee

B Editorial Panel

C Educational Trust

D Examinations Board

F International Committee

G Investment Committee

**H** Membership Committee I Nomination Committee

E Integrity & Ethics Committee J Remuneration Committee

The Trustees, all of whom are non-executive, are elected by the members (except for cooptees who are appointed by the Board) at the Annual General Meeting for a term of office of three years. None of the Trustees had any interest in the company or its subsidiaries.

Appointed Charles Ferry, Chartered FCSI Robert Hughes-Penney, Chartered FCSI **Graham Nicoll MCSI** Jane Valls †

Resigned Richard Charnock, Chartered FCSI Philippa Foster Back CBF † Clive Shelton, Chartered FCSI Jon Walker, Chartered FCSI

8 October 2020 8 October 2020 8 October 2020

8 October 2020

8 October 2020 8 October 2020 8 October 2020 April 2020

† denotes a co-opted Trustee

"To champion lifelong learning and integrity, raising individual standards of knowledge, skills and behaviour globally to enhance public trust and confidence in financial services."

CISI Purpose 2021

#### TRUSTEES REPORT

The Trustees present their annual report and financial statements for the year from 1 April 2020 to 31 March 2021. The Chartered Institute for Securities & Investment ("CISI", or "the Charity", or "the Institute") is registered as a charity in England & Wales by the Charity Commission (Registration No. 1132642) and in Scotland by the Office of the Scottish Charities Regulator (Registration No. SC040665). The company was incorporated by Royal Charter (Registration No. RC00834) and is governed by said Charter and its associated Bye Laws. The group results combine the results of the Charity with the results of the following:

- a) Chartered Institute for Securities & Investment (Services)
   Ltd, a wholly owned UK subsidiary, which runs the trading activities of the Institute.
- Securities & Investment Institute, a registered charity number 1036566 and a company limited by guarantee, governed by a memorandum and articles of association, company registration number 2687534. The company is dormant and a wholly owned subsidiary of CISI.
- c) Chartered Institute for Securities & Investment (India), a branch, established in Mumbai and which acts as a liaison office for the Indian subcontinent.
- d) Chartered Institute for Securities & Investment (Singapore) Pte Ltd, a wholly owned subsidiary of Chartered Institute for Securities & Investment (Services) Ltd, established in Singapore.
- e) Securities & Investment Institute (China), a wholly owned subsidiary of Chartered Institute for Securities & Investment (Services) Ltd, established in the People's Republic of China, which runs the consulting activities of the Institute in China.
- f) Chartered Institute for Securities & Investment (Services) Ltd (DMCC Branch), a branch of Chartered Institute for Securities & Investment (Services) Ltd, established in Dubai, UAE which acts as a representative office.
- g) Chartered Institute for Securities & Investment (Services) Ltd, a legally registered Sri Lankan branch office of the UK company of the same name, which also provides operational support for the global activities of the Institute.
- h) Chartered Institute for Securities & Investment (Services) Ltd is a branch registered as a representative office in the Philippines. This company does not trade in its own right.
- i) Chartered Institute for Securities and Investment (services) Ltd. is registered as a wholly owned subsidiary in Ireland.
- j) Chartered Institute for Securities & Investment Cyprus Ltd is registered as a wholly owned subsidiary in Cyprus.

#### **INVESTMENT POWERS**

The Institute's Charter provides the Board with the power to invest monies not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject to such conditions and with such sanction as may for the time being be imposed or required by law.

#### **ORGANISATION**

The Institute's ultimate management group comprises the non-executive Board of Trustees shown above, including up to three Board-appointed co-opted Trustees, which decides upon strategic and policy matters. The executive staff are organised into the departments of qualifications, membership & professional development, operations, international, corporate governance & support and services (Chartered Institute for Securities & Investment (Services) Ltd).

#### Chief executive

Simon Culhane, Chartered FCSI

**Director of global business development** Kevin Moore, Chartered MCSI

Global director of finance Karen Ashcroft, CA, MCSI

Chief operating officer

John Preston

Global director of learning Susan Clements, FICE

#### **CHARITABLE OBJECTIVES**

The Institute's charitable objectives are to:

- promote for the public benefit the advancement and dissemination of knowledge in the field of securities and investments;
- 2. develop high ethical standards for practitioners in securities and investments and to promote such standards in the United Kingdom and overseas; and
- act as an authoritative body for the purpose of consultation and research in matters of education or public interest concerning investment in securities.

A full description of the activities undertaken by the CISI in pursuit of its charitable objects can be found in the published annual report or online at the CISI's website (www.cisi.org).

#### **FUTURE ACTIVITIES**

The CISI's key objectives for 2021/22 are:

- Grow membership by net up to 2% in the UK and 10% internationally
- 2. Improve customer service through the cross departmental internal quality improvement group
- Continue to develop, promote and publish inclusion and diversity initiatives both internally and externally

- 4. To evaluate, propose and implement a new Learning Management system
- Define desired culture and take steps to evolve and align existing culture

# REVIEW OF FINANCIAL POSITION

The financial results for the year were impacted by exam venue closures due to Covid-19. However, including investment gains of £1,586,081 (losses of £220,104 in 2019/20), the Institute recorded a retained surplus of £1,008,166 (£283,453 in 2019/20) from income of £13.38m (£16.22m in 2019/20).

Income decreased by £2,837,484 (17.49%), while operating expenditure decreased by £1,756,012 (11.17%).

The Institute's reserves increased by £1,008,166 (2019/20 £283,453) to a total of £14,660,889 (2019/20: £13,652,723) after the Board had made a donation of £250,000 (2019/20: £150,000) to the CISI Educational Trust, which is a charity in its own right with a separate Board of Trustees.

The Institute has continued to maintain its healthy financial position, with free reserves of 11.1 months' operating costs, considered by the Trustees as prudent (see reserves policy below). During the year, funds were applied towards achieving the Institute's main objectives through the provision of relevant qualifications, membership, events and learning resources.

The Institute's wholly owned UK trading subsidiary, which undertakes non-charitable activities, recorded a profit before tax of £64,216 (2019/20: £16,414).

The Institute continues to remain financially independent, deriving funding through fees charged in relation to its charitable activities, such as individual membership, exams, and professional development events.

#### RESERVES POLICY

The Institute has high operational gearing in a cyclical industry and therefore requires sufficient reserves to draw upon during times of industry downturn and to meet its charitable objectives. The reserves policy, together with the approach to investing reserves, is reviewed and approved annually by the Board. A more fundamental review of the reserves policy was completed in the prior year, in light of the shifts in the emphasis of advice from the Charities Commission. As part of this review a level of reserves between a minimum of £8.5m and a maximum of £10.5m was established as the new policy level, subject to agreement on how existing reserves above this level should be released.

The Board postponed the release of any existing reserves given the ongoing situation with Covid-19 during the financial year. Given the commercial uncertainties created by the virus, the Board deems reserves above the suggested maximum appropriate to ensure the Institute has the resources needed to continue to achieve its aims in the medium and long-term. Discussions on using a proportion of reserves for broader strategic purposes have now resumed and it is expected that a planned reduction of reserves will occur over a 2–3-year period.

At the year end, the total free reserves, defined as total net assets less tangible and intangible fixed assets, of the Institute amounted to £14,375,721 (2019/20: £13,219,910), which represented 11.1 months' worth of the expected running costs for 2021/22.

The policy of the Charity with regard to payments to suppliers is to make payments no later than the agreed terms in relation to the goods or service received.

At the end of the year reserves totalled £14,660,889.

#### **INVESTMENT POLICY**

The Board has delegated the regular review and supervision of the investment of surplus funds to an Investment Sub-Committee (ISC), appointed by the Board and comprising suitably experienced trustees, which is tasked with addressing the maintenance of a short-term cash portfolio and a medium to long term capital portfolio.

#### THE CASH PORTFOLIO

This consists of deposit accounts of various duration with institutions the ISC recommends, based on a review of credit risk, rates offered and administrative issues. There should be a spread of at least five accounts, and they will be reviewed regularly by the ISC. Treasury deposits should only be placed with banks that had received a credit rating A or A+ from Fitch or S&P, A1 or A2 from Moody's and had not received a rating lower than those from any of those three agencies. Deposits up to £100k can be placed with any bank covered by the Financial Services Compensation Scheme, irrespective of credit rating. All policies have been followed successfully.

### THE MEDIUM TO LONG-TERM PORTFOLIO

The ISC and the Board discuss the CISI's reserve funds on a regular basis and between them decide when and how much capital can be invested for a longer period. These funds then fall within the Medium to Long Term Portfolio (MLTP) where there will be wider investment powers.

Funds in the MLTP are invested with a view to achieving a total return in excess of that achievable on cash deposit over the medium to long term (3 to 5 years). The risk profile of the MLTP is medium risk. The ISC appoints qualified fund managers who then use an appropriate fund from their range to provide a suitable investment solution. The managers are expected to report to the ISC on a six-monthly basis to a given benchmark agreed at the time of appointment. The Global Director of Finance also monitors progress of the investments on a regular basis. The MLTP was valued at £9,183,095 on 31 March 2021. Currently the return on cash deposits is less than 1%, so the growth in the year is viewed as being more than sufficient.

The ISC monitors the investments and reviews new opportunities on a regular basis; however, any appointment of managers requires the Board to delegate authority to the ISC on a case-by-case basis. The Board and the ISC consider styles of investment and any ethical or other restrictions on a regular basis. The Trustees recognise that consideration of Environmental, Social and Governance (ESG) issues is important for the potential to make a positive impact, achieve good long-term returns and reflect the values of the Charity. As such investment managers are required to demonstrate a robust and systemic approach to ESG when investing.

#### **CHARITABLE GRANTS**

In 2010, an independent charity, the Chartered Institute for Securities & Investment Educational Trust, was formed. The CISI is a corporate trustee of this charity, but the other trustees are all independent from the main Board of the Institute. Its objectives are "to promote for the public benefit the advancement and dissemination of knowledge in the field of securities and investment". During the year, the Institute donated £250,000 to this charity (2019/20: £150,000).

#### **VOLUNTEERS**

The Institute derives benefit from the services of unpaid volunteers, by virtue of the time given by its Trustees (other than the Chairman who is remunerated for his services) and by practitioners who serve on various committees and panels. No donations in kind were received during the year.

# RELATIONSHIPS WITH OTHER BODIES

In pursuit of its charitable objectives, the Institute provides relevant qualifications to the securities and investment industry, many of which are on the UK Financial Conduct Authority list of appropriate exams. The Institute is registered with the Charity Commission for England & Wales and with the Office of the Scottish Charity Regulator. It is recognised by Ofqual as an awarding body for the securities and investment industry and is also accredited by the FCA for the issuance of Statements of Professional Standing to retail investment advisers.

The Institute is a founder member of the Chartered Body Alliance, along with the Chartered Insurance Institute and Chartered Banker Institute. The Alliance is an informal arrangement to co-ordinate and co-operate and does not involve a separate entity or joint venture. The Chartered Body Alliance believes that by working together the alliance will achieve greater public benefit, continuing to raise professionalism and trust across financial services by promoting high standards of knowledge, skill, integrity and behaviour. Its core objectives are set out below.

- 1. Raising professionalism and trust across financial services.
- 2. Promoting high standards of competence, knowledge and ethical behaviour.
- Making it easier for the public to access the services of qualified professionals.
- 4. Encouraging individuals in the sector to undertake recognised professional qualifications.

#### **BOARD**

The Board of the Chartered Institute for Securities & Investment meets five times per year and comprises all non-executive Trustees. The Trustees are typically employed in senior positions within firms operating in the securities industry. They are identified by existing Board members for their expertise or nominated by members of the Institute.

Up to 15 Trustees are elected for a term of three years, either by a ballot of the membership at the AGM, or by the Board. If Board-appointed, the Trustee is required to stand down from the Board at the next AGM and seek re-election by membership ballot, in accordance with the Charity's Charter and Bye-Laws. Up to a further three Trustees may also be co-opted by the Board to serve such period as the Board decides. On election or appointment, the new Trustees are given an induction to the Institute, its activities and their responsibilities under charity law.

Any Trustee is subject to rigorous review of their value to the Board and committees where their reappointment will result in more than nine years served on the Board. Two trustees have served more than nine years. The Board have confirmed that exceptionally, Ms Carvill may stand for reelection for one final year in October 2021. Mr Swales will not stand for re-election in October 2021.

The Board appoints the Chairman and the Chief Executive. The Chief Executive is not a Trustee. At its meetings, the Board considers matters including

- policy and strategy;
- · financial performance, including annual budgets;
- · responses to industry consultation papers; and
- reports from the standing committees.

The executive staff of the Institute submits management information to the Trustees to enable them to discharge their duties. The Trustees may take independent advice at the Charity's expense.

#### **COMMITTEES AND DELEGATION**

The Board has delegated some of its powers to certain committees and a full list of all committees, together with the names of the serving Trustees, are shown on pages 3 and 4. Those committees to which the Board has delegated powers have specific terms of reference. The Audit Committee is chaired by Alan Ramsay FCSI(Hon), FCA.

The Board has delegated the power of appointment and removal of other members of staff to the Chief Executive. The duties delegated to the CEO may be delegated by him/her to other members of staff as he/she sees fit.

#### REMUNERATION POLICY

The Remuneration Committee reviews and approves or amends the overall salaries budget and proposed changes to salaries annually, based on recommendations from the Executive. It also reviews the remuneration of all Executive Directors and Chairman of the Board, including pension rights of Executives on an individual basis with regard to their performance reviews and current levels of remuneration and with reference to remuneration levels in other charities of comparable scale and complexity. The Remuneration Committee also approves the design and determines the targets for any performance-related pay schemes.

#### TRUSTEES' REMUNERATION

All Trustees give their time freely and are not paid for their trusteeship, with the exception of the Chairman, who is remunerated for his services, as allowed by the Institute's Charter.

#### **KEY RISKS**

The following are the key risks assessed as the most significant for the Institute:

Covid-19 – When the scale of the pandemic became apparent, the Institute acted quickly, reducing expenses and controlling costs. The Institute created innovative solutions, looking after and transferring many thousands of displaced candidates' bookings to later dates while moving all CPD and learning online. The Institute's testing partners worked tirelessly with the charity to accelerate and roll out a remote testing facility which uses modern technology, especially the ability to continuously monitor remotely, allowing candidates to take their exams on their own equipment in their own rooms or offices, at a mutually convenient time. This has offset the risks to revenue from ongoing global venue closures.

Data Breaches and Cybercrime – Following the setup of a special project team that worked exclusively on GDPR compliance, a very substantial amount of work was undertaken on its systems, contracts, communications, and staff awareness. Regular staff training is undertaken on information security and data protection and simulated "phishing" exercises are undertaken several times per year to keep staff alert to evolving threats and criminal techniques. The Institute was subject to

an organised crime cyber-attack in February 2020. The Institute communicated with those affected to make them aware of the cyber-attack and provided advice on how they should respond to their data being compromised. The incident was reported to all relevant regulatory bodies.

IT Infrastructure – The Charity is very reliant on IT but mitigates the risk through employing expert consultants, completing rigorous resilience tests and updating and renewing its key software regularly. During the year it has continued to upgrade operating systems and applications.

Regulatory Compliance – The Charity is reliant on Ofqual for its status as an examination provider and has, during the past five years, undergone two thorough audits of its processes that uncovered several areas for remediation. A dedicated task force has subsequently undertaken a wider review of compliance, exhaustively reviewing all aspects of our obligations in this area and has completed its work. A program of training, internal audit, and continuous improvement has been implemented.

Reputation and Accredited Body status – The Charity relies heavily on being accredited to set and manage exams and award qualifications accordingly. This could be put at risk by a serious lapse that damages its reputation. To mitigate this risk, the Charity has many procedures in place, closely monitored by the Institute's Membership Committee, to assure the compliance of systems, staff and training partners including a social media policy, annual reviews of partners' competence, FCA accreditation, plus requiring all staff to take competence tests in the Bribery Act and data protection law.

### INTERNAL CONTROL AND RISK MANAGEMENT

The Trustees acknowledge that they are responsible for the maintenance of an effective system of internal control. However, no system of internal financial control can provide absolute assurance against material misstatement or loss. The Trustees have considered the major business risks and control objectives relevant to the Institute and controls were found to be appropriate and generally satisfactory.

The Institute's control objectives include:

- the maintenance of the industry's confidence in the Institute's relevance, integrity and status;
- the identification and evaluation of business risks, through regular risk assessment and review, and the direction of operating and financial strategy;
- the nurturing of high ethical standards, effective communications and a strong overall control environment;
- the safeguarding of the assets of the Institute and the effective use of resources; and
- the promotion of detailed financial and operational controls necessary for the production of reliable and up-to-date financial information.

In pursuit of the above control objectives the Institute has in place a number of key internal controls and processes that include:

- liaising with its members and their employers to ensure the Institute's continued relevance;
- formally identifying, evaluating and reviewing risks;
- communicating the high standards of behaviour expected of its employees by inclusion of the Institute's code of conduct in employment contracts and additionally, through formal objective setting and performance appraisal schemes, including regularly identifying and taking action to satisfy training needs;
- creating a secure environment to protect the Charity's assets and regularly reviewing management information to ensure the effective use of resources;

- seeking legal protection for CISI trademarks and domain names by registering them in appropriate jurisdictions;
- operating signing limits to ensure that the Charity cannot be committed financially without proper authority, and producing regular financial reports for Board review which include estimates and judgments made by the business managers.

The Institute's Audit Committee currently comprises five non-executive members. Its scope includes the assessment of the cost effectiveness of the external Auditors, consideration of the financial statements of the Chartered Institute for Securities & Investment and the consideration of any internal control matters, which may be brought to its attention. The Board has reviewed the need for an internal audit function and does not consider that such a function is necessary given the size and nature of its operations, however an internal quality assurance function is now operational, which may in due course perform some of the functions of an internal audit.

## REGISTERED OFFICE AND PROFESSIONAL ADVISERS

#### Registered Office

20 Fenchurch Street London EC3M 3BY

#### Auditors

Crowe U.K. LLP

55 Ludgate Hill London EC4M 7JW

#### Bankers

Bank of Scotland 600 Gorgie Road Edinburgh EH11 3XP

#### Solicitors

BDB Pitmans LLP
For and on behalf of BDB

Pitmans LLP

One Bartholomew Close London EC1A 7BL

Crowe U.K. LLP has indicated its willingness to be reappointed as statutory auditor.

Approved by the Board of Trustees on 15 July 2021 and signed on behalf of the Board by

Michael Cole-Fontava MCSI

Michael Cole-Fontayn MCSI Chairman

Alan Ramsay, FCA, FCSI(Hon) Deputy Chairman

#### **BALANCE SHEETS**

|  | GROUP £ CHARITY £ |             | ARITY £     |             |  |
|--|-------------------|-------------|-------------|-------------|--|
|  | 2021              | 2020        | 2021        | 2020        |  |
| FIXED ASSETS                                   |                   |             |             |             |  |
| Tangible assets                                | 285,157           | 419,469     | 285,157     | 419,469     |  |
| Intangible assets                              | -                 | 13,344      | -           | 13,344      |  |
| Investments                                    | 10,183,095        | 8,465,723   | 10,283,095  | 8,565,723   |  |
|  | 10,468,252        | 8,898,536   | 10,568,252  | 8,998,536   |  |
| CURRENT ASSETS                                 |                   |             |             |             |  |
| Stock  | 4,713             | 7,738       | 4,713       | 7,738       |  |
| Debtors: amounts falling due after one year    | 63,851            | 1,278,203   | 63,851      | 1,278,203   |  |
| Debtors: amounts falling due within one year   | 2,939,832         | 2,984,885   | 2,939,832   | 2,984,885   |  |
| Cash at bank and in hand                       | 8,892,163         | 7,220,492   | 8,890,062   | 7,219,452   |  |
|  | 11,900,559        | 11,491,318  | 11,898,458  | 11,490,278  |  |
| CREDITORS: amounts falling due within one year | (6,940,394)       | (5,642,611) | (7,285,628) | (5,924,691) |  |
| Provisions for liabilities                     | -                 | -           | -           | -           |  |
| NET CURRENT ASSETS                             | 4,960,165         | 5,848,707   | 4,612,830   | 5,565,587   |  |
| Amounts falling due after more than one year   | (767,539)         | (1,094,531) | (767,539)   | (1,094,531) |  |
| TOTAL NET ASSETS                               | 14,660,878        | 13,652,712  | 14,413,543  | 13,469,592  |  |
| REPRESENTED BY:                                |                   |             |             |             |  |
| Unrestricted income fund                       | 14,660,878        | 13,652,712  | 14,413,543  | 13,469,592  |  |

#### CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

|                        |  | Unrestricted funds £ | Unrestricted funds £ |
|------------------------|--|----------------------|----------------------|
|                        |  | 2021                 | 2020                 |
| INCOME FROM:           |  |                      |                      |
| Charitable activities: |  |                      |                      |
|                        | Membership subscriptions                 | 4,920,146            | 5,002,333            |
|                        | Membership entry fees                    | 58,095               | 90,019               |
|                        | Qualifications and development           | 5,724,198            | 7,585,318            |
|                        | Publications and conferences             | 2,320,312            | 3,069,810            |
| Investment income      |  | 167,320              | 199,563              |
| Other income           |  | 194,678              | 275,190              |
| TOTAL INCOME           |  | 13,384,749           | 16,222,233           |
|                        |  |                      |                      |
| EXPENDITURE ON:        |  |                      |                      |
| Charitable activities: |  |                      |                      |
|                        | Dissemination & advancement of knowledge | 9,309,973            | 9,648,588            |
|                        | Ethics                                   | 1,641,395            | 2,031,252            |
|                        | Consultation & research                  | 3,011,296            | 4,038,847            |
| TOTAL EXPENDITURE      |  | 13,962,644           | 15,718,687           |
|                        |  |                      |                      |
| Net investment (losses | )/gains                                  | 1,586,081            | (220,104)            |
| NET INCOME             |  | 1,008,166            | 283,442              |
| UNRESTRICTED FUND      | S AS AT 1 APRIL 2020 & 2019              | 13,352,712           | 13,369,270           |
| UNRESTRICTED FUND      | S AS AT 31 MARCH 2021 & 2020             | 14,660,878           | 13,652,712           |



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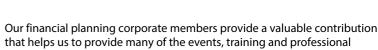














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