



Report & Accounts 2016

# IPF Research Programme 2015–2018

The IPF Research Programme is an important provider of high-quality, independent research focused specifically on property investment. We can only continue to fulfil this role due to the support of our 22 research sponsors. We are very grateful to this group of companies for their support of the 2015-2018 Programme.















Deutsche Asset Management































# Contents

IPF Governance & Executive	2
Report of the Chairman	4
Report of the Treasurer	11
Acknowledgements	12
Financial Statements	16
Principal Officers, Advisors & Addresses	16
Income & Expenditure Account	19
Balance Sheet	20
Notes on the Financial Statements	21



### IPF Governance & Executive

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Kitty Patmore Gary Sherwin Max Sinclair (until June 2015)

Juliet Thomas (from June 2015) Mike Tremayne

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Sarah Slater Andrew Smith Jonathan Thompson

Jean-Marc Vandevivere

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Amanda Howard Andrew Smith Max Sinclair

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### Executive

Sue Forster Pam Craddock Frankie Clay
Chief Executive Research Director Associate Director
Roseanna Allnutt Gemma Elnaugh Barbara Hobbs
Admin Assistant Events Manager

(until January 2016)(from January 2016)Jenny HooperRobbin MackeyCormac WattersAccounts ManagerSeminar Co-ordinatorMembership Co-ordinator

# Report from the Chairman

It has been great fun and a privilege to serve as Chairman of the Investment Property Forum over the past 12 months.

This has been an interesting time in the UK market, with investment volumes beginning to slow in the second half of last year. This trend has continued during the first half of 2016 with a general slowdown in overall real estate volumes being exacerbated in the UK by concerns over the forthcoming referendum on membership of the European Union. The longer term property fundamentals of the UK market remain positive and most commentators are forecasting total returns this year of between 8-10%.

The IPF has had a busy year as evidenced by activity through the new website and database that were in development during 2014-15. The revamp in the IPF's 'appearance' was enhanced by the launch of the rebranded monthly eNews in June and new marketing brochures for the IPF and the Next Generation Group later in the year.

A summary of the IPF's activities and initiatives during 2015-16 is set out below.

### Membership

Membership numbers fell marginally compared with the previous year. This was due in a large part to membership renewals proving much slower than usual. As a result, we had to lapse an above average number of members at the end of July. Conversely, I am delighted to report that an above average number of people applied to become members in February and March 2016, which augurs well for the coming year. This upturn is due to the combined efforts of many but I should particularly like to thank those on the Membership Committee, chaired by Chris Carter Keall, and now Juliet Thomas, the regional boards and the Next Generation Group, led by Vicky Skinner.

The Next Generation Group, which is aimed at people with 5-15 years' experience in the industry, has set up a new Recruitment sub-group, headed by Matt Bird, to focus on growing numbers substantially above its current 450 members. This effort is underpinned by the growing range of educational and social events organised by the Group during the year.

### IPF Research Programme

The IPF Research Programme is integral to much of the Forum's activities and outputs. The delivery of objective and high-quality research and analysis that address both fundamental and topical issues remains a crucial function of the Forum, with the need to ensure continuing relevance to IPF members and the wider property industry whilst maintaining stringent standards of quality and robustness.

#### IPF Research Programme 2015-18 sponsor organisations

Aberdeen Asset Management Europa Capital Partners M&G Real Estate

Addleshaw Goddard GIC Real Estate MSCI

Aviva Investors Grosvenor Group Picton Capital

AXA Investment Managers JLL Standard Life Investments Ltd

CBRE Global Investors Kames Capital Strutt & Parker

Cornerstone Real Estate Advisers LaSalle Investment Management TH Real Estate

CoStar UK Legal & General Investment Wells Fargo International Bank

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The refinancing of the Research Programme was concluded in 2015 with 14 of the 2011-2015 sponsors maintaining their involvement. We thank the 22 organisations listed (on page 4) for providing their financial support to the 2015 – 2018 Programme.

The Programme is run by the Research Steering Group, under the chairmanship of Robin Martin of Legal & General, together with the Forum's Research Director, Pam Craddock.

The IPF produces a number of regular reports throughout the year, including:

- The quarterly UK Consensus Forecasts of rental and capital value growth and total returns;
- The half-yearly Consensus of European prime office market rents;
- The annual Size and Structure of the UK Commercial Property Market; and
- The annual survey of Institutional Attitudes to Investment in UK Residential Property.

In addition to the regular surveys, the following reports from the Programme (listed in chronological order) were published during 2015-16:

### **Short Papers Programme**

- What is Fair Value?
- Implications of a UK Withdrawal from the EU
- Pricing Retail Space
- UK Development Finance Review 2015
- Emerging International Real Estate Markets
- Defining Investment Quality

#### **Full Reports**

- Individual Property Risk
- Unravelling Liquidity in International Real Estate Markets

The Forum would like to thank all contributors to the research projects for their on-going support, including those who have served on project steering groups.

All completed research reports are available to members to download from the IPF website. Members can also download the slides from the seminars organised throughout the year to present the research findings, including a session at EXPO REAL in October that showcased the 'Emerging Property Markets – How investable are they?' project.

### Education

The programme of seminars and workshops this year covered a wide range of topics. These events were organised in the main by the CPD Group, chaired by Andrew Hynard, the IPF special interest groups, the Next Generation Group and the respective regional boards. Members are able to download the presentation slides from these events. We videoed a seminar for the first time in March 2016 and the intention is to do the same for at least half a dozen events every year.

As in previous years, we ran a number of seminars with other industry organisations including the Association of Property Lenders (APL), the Association of Real Estate Funds (AREF), the British Property Federation (BPF), the Commercial Real Estate Finance Council (CREFC) Europe, the Industrial Agents

Society (IAS), the Leisure Property Forum and the Society of Property Researchers (SPR). We also ran four quarterly update breakfasts jointly with MSCI (formerly IPD).

There was also a joint IPF, INREV and APR event in in November where the findings of the 2015 Nick Tyrell Memorial Prize-winning paper, 'Do Foreign Buyers Compress Office Real Estate Cap Rates?' by Pat McAllister and Anupam Nanda of Henley Business School, University of Reading, were presented

The 25th annual MSCI /IPF Property Investment Conference took place the same month. The event was chaired by Sabina Kalyan of CBRE Global Investors and keynote speakers included Nick Butler on the political and economic implications of global energy risks, Goh Kok Huat of GIC, who provided a global perspective on real estate investment and Ben Hammersley of WIRED Magazine, who invited everyone to consider how their respective sectors would be impacted by developments in artificial intelligence. The after-dinner speaker was Sir Malcolm Rifkind.

As reported last year, the Institute of Continuing Education (ICE), a department of the University of Cambridge, served notice to terminate its agreement with IPF to run the IPF Investment Education Programme (IEP) as from the end of September 2015. The administration of the IEP has moved to Henley Business School, University of Reading. I should like to thank both ICE and Henley Business School for their professionalism and co-operation during the transfer period. Going forward, the IEP is expected to provide the basis for a new flexi MSc course to be run by the Business School.

Seven IEP diplomates received their certificates at the presentation prior to the annual lunch in January and the winners of the John Whalley Prize for best overall performance in the Diploma and the IEP Module Prize were Adrian Ion and Oliver Davies respectively.

The IPF online module, 'Introduction to Property Investment' is now being marketed more widely than as just a precursor to the IEP for those new to the industry. This summer, members of the IPF Academic Group, chaired by John Story, will be undertaking a major review of the content to ensure that it remains current and accurate.

Aside from the IEP, the IPF recognises 10 postgraduate property investment/finance courses – these are listed on the IPF website. The directors of each of these courses are invited to submit their best student dissertation for an IPF prize of £500. We awarded seven such prizes this year.

Less formally, there were a number of site visits during the year. There were two visits to both 20 Fenchurch Street and the Victoria area in London, together with Next Generation Group visits to The Bower (Old Street) and Urbanest Westminster Bridge. The trip to the new Jaguar XE production line at Solihull, organised by the Midlands Board also proved very popular.

A further benefit of membership of the Forum, which we are pleased to continue, is the availability of a number of discounts on industry journals, e.g. Property Investor Europe (PIE) and the Journal of Property Research. Discounts have also been offered on a number of third-party seminars and conferences. Bayfield Training offered IPF members reduced registration fees for its training courses throughout the year.

As reported last year, the IPF wrote the property investment module of the Taxbriefs' Chartered Insurance Institute online CPD centre. This has been updated by the IPF on four occasions during 2015-16.

### IPF dinner and lunches

The IPF held lunches and formal dinners in both London and the Midlands region. The formal event in Scotland at the beginning of September was arranged as a seminar ('The Outlook for Scotland: The economy and property investment'), followed by a drinks reception and dinner. The Northern Board also organised a formal dinner in November, attracting a record number of attendees.

### Other social events

2016 saw the reinstatement of the informal networking drinks for IPF London-based members under the brand of 'IPF London Network'. The two events held in January and March, to be followed by a third event in June. Planning for the next iteration of these events is underway.

The Next Generation Group ran a number of informal events for members. These included the 'Not at EXPO REAL' and 'Not at MIPIM' breakfasts and evening events such as the 'Back to School' party with live music and the Spring drinks in March.

The regional boards also organised social events for their respective members and used the opportunity to invite potential members along as well.

### Special interest groups

The Forum's special interest groups (SIGs) focus on developing new areas within the investment property industry. Their activities include identifying key areas for research and engaging with the IPF Research Programme; the origination of guides and other information; the provision of seminars and workshops for IPF members and other interested parties; and engagement with the wider industry and government on their areas of specialisation.

### **Indirect Property Funds Group**

Members of the Indirect Property Funds Group, chaired by Graeme Rutter, have been participating in the 'End-of-Fund Life' project. This was established by AREF, INREV and IPF to identify simple overriding principles covering the end of fund life period to aid the property industry in enhancing its processes. The industry consultation on the draft best practice paper was launched at a workshop in March, attended by 100 people. INREV and AREF are holding similar events in Amsterdam and Jersey respectively during May. Responses to the consultation draft are invited by 31 May.

The Group also ran a panel discussion on co-investment alongside discretionary funds. This event was written up in the Winter 2015 edition of Investment Property Focus.

#### **International Group**

The International Group, which is chaired by Ben Sanderson, has been engaged in two projects taken forward by the IPF Research Programme. The research reports; 'Emerging International Real Estate Markets' and 'Unravelling Liquidity in International Real Estate Markets', were presented at the MSCI/IPF conference in November and published in December and this March respectively.

#### **Property Derivative Interest Group**

As reported last year, the PDIG Committee reformed in March 2015. Under the chairmanship of Phil Ljubic, members of the Committee decided to update past IPF publications on the property futures market, not least to reflect the move to on-exchange trading and sector trades. 'Property Future Contracts: An Introduction' was published in late October and is the first in a series of planned papers. This paper was launched at the Q3 MSCI/IPF breakfast at the beginning of November and copies were distributed at the MSCI/IPF conference.

### **Residential Investment Group**

The Residential Investment Group (chaired by Robin Goodchild, and now Stafford Lancaster) reviewed the questions in the annual survey of 'Institutional Attitudes to Investment in UK Residential Property' (see 'Research' above). It also expended considerable effort in producing the briefing paper, 'Mind the viability gap: Achieving more large-scale, build-to-rent housing', launched at an event for local authority planners, CEOs etc. in September, with a follow-up event for members in February and a slot at the BPF conference (February).

Stafford Lancaster (on behalf of the IPF) was co-signatory with the BPF and London First of a letter to the Housing Minister, Brandon Lewis (at his request) dated 11 March, outlining ways that investment in large-scale build-to-rent might be encouraged by government.

The Group is working on two further papers and a research brief for the IPF Research Programme. No doubt there will be more on these in next year's Chairman's report.

### **Sustainability Interest Group**

Members of the IPF/IIGCC Sustainability Interest Group, chaired by Miles Keeping, contributed comments via the Green Property Alliance (see 'Other industry involvement' below) to the DECC consultation draft on its proposed Best Practice Guidance for minimum energy efficiency standards (MEES) in the non-domestic sector. The Group organised two seminars in the year, providing updates on Sustainability regulatory and valuation issues. In addition, members of the Group wrote briefing notes for Investment Property Focus.

### Working groups

### **Regulation and Legislation Group**

The IPF has a number of working groups at any one time, some of which are permanent, like the Regulation & Legislation Group, chaired by David Brown. Members of the Group contributed to IPF responses to consultations during the year, in liaison with other relevant industry organisations, on matters including: BEPS Action 6: Prevent treaty abuse; Draft EBA Guidelines on limits on exposures to shadow banking entities which carry out banking activities; OTC Derivatives Central Counterparties and Trade Repositories; Regulatory technical standards under the ELTIF regulation; Using a Legislative Reform Order to change partnership legislation for private equity investments; Reforming the Business Energy Efficiency Tax Landscape; Higher rates of SDLT on purchases of additional residential properties; and EU Action Plan on Building a Capital Markets Union.

### **Guide for Financial Advisers**

The Financial Adviser Guide Working Group, chaired by Sue Forster, launched the fourth edition of 'Understanding UK Commercial Property Investments: A Guide for Financial Advisers' at a breakfast seminar hosted by the Personal Finance Society (PFS) on 11 June. The PFS has distributed more than 3,000 copies via its London and regional roadshows and the Guide is on the IPF, PFS and Chartered Insurance Institute websites.

### **Net Effective Rent Index Implementation**

The purpose of the 'Net Effective Rents' initiative is to effect the changes required to create IPD headline and net effective rental series for the benefit of the industry.

The Implementation Steering Group, chaired by Paul McNamara, is driving the project, which has reached the stage that the principal valuation firms are identifying three or four of their respective monthly-valued portfolios to pilot the new recording facility in the ARGUS VALCAP software.

#### **IPF Protocol: Open Market Investment Agency**

As reported last year, the IPF cross-industry, Protocol Group, issued new guidance ('Protocol: Open Market Investment Agency') on good practice to ensure transparency in property investment sales and acquisitions in November 2014. This year, CBRE, JLL, Cushman & Wakefield, Knight Frank and Savills launched a jointly funded video, 'Managing Conflicts of Interest', to share with other firms in the investment agency market. The aims of the video, which complements the Protocol document, are to emphasise the risk that conflicts represent and to provide guidance regarding multiple introductions, dual agency, incremental advice and barrier policies. A copy of the video is available on the IPF website.

Whilst it is expected that each organisation will approach the detail of managing conflicts of interest in their own way, the website also provides a sample barrier policy (an information barrier template) and a sample letter to clients when conflicts arise.

The aim now is to increase the number of firms that have signed up to the Protocol and ensure that those individuals coming into and operating in the firms are made aware of the provisions.

Subsequent to the IPF publishing its protocol, the RICS has formed a working party to consider conflicts generally within the real estate markets. This committee has now produced a draft guidance statement, which is now out for general consultation until July. The RICS working group, under the leadership of William Glassey, includes a number of members of the IPF Protocol Group.

### Other industry involvement

The IPF committees and members of the executive liaise with relevant industry groups and other third parties on a frequent, as and when basis. In addition, the IPF enjoys a number of more formal channels for such liaison and co-operation, as detailed below.

### **Property Industry Alliance (PIA)**

The IPF continues to work alongside its fellow members of the PIA, comprising the Association of Real Estate Funds (AREF), British Council for Offices (BCO), British Council of Shopping Centres (BCSC), British Property Federation (BPF), Commercial Real Estate Finance Council (CREFC) Europe, which joined in December 2014, RICS and Urban Land Institute (ULI). The Investment Association (formerly the Property Committee of the Association of British Insurers (ABI)) stepped down as a member this year, with its interests being represented by AREF.

The PIA members collaborate as a whole or in groups, as appropriate. The formal PIA groupings cover sustainability issues (Green Property Alliance (GPA)), REITs, taxation, research and the production of the annual pocket-sized publication, 'Property Data Report'.

This year saw the re-launch of the PIA Debt Group, tasked with progressing a number of the recommendations in 'A Vision for Real Estate Finance in the UK', a report by a cross-industry group which was sponsored by the IPF in 2014.

The IPF Chief Executive, Sue Forster, meets her opposite numbers in the other PIA organisations on a quarterly basis and the annual board meeting, chaired by Bill Hughes, with respective presidents and chairmen also present is held in May.

The PIA representatives also meet with government (DCLG) on a formal basis several times a year as the Commercial Property Forum. The list of attendees is dictated by the agenda items at each meeting.

Sadly, the immediate past Chairman of the PIA, Sir Robert Finch, died after a short illness at the end of March. A service of thanksgiving in London is to be announced.

#### **Nick Tyrrell Research Prize**

The IPF, alongside INREV and SPR, set up a fund in memory of Nick Tyrrell five years ago to recognise innovative and high-quality applied research in property investment. Researchers are invited to submit their papers once a year for consideration. I am delighted to say that 36 papers were received from across the globe in May 2015. If this number is repeated this year, the judging panel, chaired by Paul McNamara, is going to have a busy summer.

#### Asian Association for Investors in Non-listed Real Estate Vehicles (ANREV)

The IPF continues to builds its relationship with ANREV, the sister organisation to INREV in Europe. I am pleased to announce that the two organisations will be running their first joint event in June this year.

### **European Real Estate Forum (EREF)**

Sue Forster, in her capacity as IPF Chief Executive, is a member of EREF, which now boasts 30 member organisations from across Europe. The Forum meets three times a year in Brussels and there were also a number of conference calls in between to exchange of views on such matters as responses to European consultations. This year, these included OTC Derivatives Central Counterparties and Trade Repositories, Regulatory technical standards under the ELTIF regulation and EU Action Plan on Building a Capital Markets Union.

### **End of Funds Life project**

The winding up or extension of a fund at the end of its life has not always been a smooth process. Fund managers and investors have often been left feeling frustrated and disappointed by events. Against this backdrop, AREF, INREV and IPF brought together a project group in June 2015 to undertake an industry consultation, aimed at improving the experience for everyone involved in the process. As mentioned above, the project group includes several members from the IPF Indirect Property Funds Group.

Following the publication of the final report of the project group, it is anticipated that the guidance and best practice on the key criteria identified may further enhance the guidelines and code of practices of AREF and INREV.

### **Thanks**

I should like to thank the members of the Operational Board and Strategic Advisory Group for their support during my year in office. Thanks in particular go to Toby Courtauld and Chris Carter Keall as they step down from the Strategic Advisory Group. Special thanks also to Philip Ingman who steps down from the Operational Board and the Strategic Advisory Group after eight years, with seven of these spent as Honorary Treasurer.

My thanks go to all the regional board members who continue to do an impressive job in terms organising seminars/other events and recruiting members in their respective regions. This year saw a change of chairman in Scotland and the North, with Fraser McPhail stepping down and being succeeded by Steven Newlands in the former and Rob Millington succeeding Roy Beckett in the latter. James Cubitt continued as chairman in the Midlands region.

The Acknowledgements section at the end of this report lists all IPF committees and groups members. I should like to thank each and every one – much of the Forum's success is down to the considerable time and effort expended by them.

We are very grateful to all the event sponsors, the organisations that have generously hosted events on our behalf and the individuals that have been speakers, panellists and chairmen at our events. Their names are also listed in the Acknowledgements section.

Thanks also to Paul McNamara, an IPF life member and former chairman, who stepped down as an IPF consultant in December to pursue his music and other interests. As reported above, Paul undertook a study last autumn on behalf of the Sustainability Interest Group to ascertain what, if anything, is required by the industry in terms of education on sustainability. He also chaired the Net Effective Rents Implementation Steering Group during the year and has kindly agreed to remain in post for at least the next meeting.

Finally, I should like to say a big thank you to the IPF Executive; Sue Forster, Pam Craddock, Frankie Clay, Barbara Hobbs Jenny Hooper, Robbin Mackey and Cormac Watters, together with Rosanna Allnutt, who left in January 2016, and her successor, Gemma Elnaugh.

All that remains for me to do is offer my best wishes to my successor, Ciaran Carvalho, and his Vice Chairman, Jonathan Thompson. Under their leadership, I know the organisation is in good hands and will continue to prosper.

#### **Chris Ireland**

# Report from the Treasurer

The last financial year has proved to be a tough one, driven by a greater than usual number of members deciding not to renew. Much of this is down to people retiring or leaving the industry and, despite strenuous efforts by the Operations Board, the Strategic Advisory Group, the Membership Committee and the Next Generation Group, net numbers fell below 2,000 in January. The good news is that during February and March a flurry of activity by the Board and the Membership Committee has seen over 30 new members sign up, although their fees will only get included in the coming financial year.

As member subscriptions are the lifeblood of the Forum, this loss of members made a hole in our revenue for last year. We have seen a larger than expected deficit in the cash flow and the Board has had to institute plans to rectify this trend. The number of new members signed up since the turn of the year is promising but we continue to aim to sign up a net 100 new members per annum. This ensures not only the financial stability of the Forum but also renews and expands the membership across the increasingly complex and globalised industry in which we work. New and younger members are always welcome bringing with them new ideas and vitality, renewing the heart of the forum and providing a brighter future.

So the request is the same as previous years; every member should try to bring in new members, especially from the younger generation. Please do not think that membership is only for the Board and committees to worry about!

On a personal note, this is my last year on the IPF Board having served the maximum term of eight years, most of that as your Treasurer. Taking over post-Lehman was a challenge but the industry and the Forum have come out of the recession and are now both in much better shape. We have passed our 25th anniversary and, as I step back, I look forward to seeing the Forum flourish and grow towards its 50th. This is borne out by the increased numbers at our events such as lunches and dinners, where greater numbers mean better margins for the IPF. Keep up the networking; it is one of our major purposes.

Your Forum has a great executive team and a hard working band of members on the boards and committees; please support them with your time and effort to make the IPF even better in the future.

I am handing over the Treasurer's role to Mike Tremayne and I wish him every success.

#### **Philip Ingman**

**Honorary Treasurer** 

May 2016

# Acknowledgements

### We would like to thank the following individuals:

#### **Regional Boards**

#### **Midlands**

James Cubitt

David Allen

**Andrew Brazier** 

Matthew Hannah

Tim Hurdiss

Mark Johnson

Damian Lloyd

Gary Rouse

David Smith

Mark Vernon

Adrian Watson (until October 2015)

Rachel Williams (from January 2016)

Darren Williamson

#### North

Rob Millington (Chairman from August 2015)

Roy Beckett (Chairman until August 2015)

Sylvia Bowden (until August 2015)

Vicki Cook (from February 2016)

Paula Dillon

Scott Gemmell (from October 2015)

Jeffrey Gillbanks

Victoria Hill (from February 2016)

Matthew Jones

Richard Pellatt (until August 2015)

Andrew Quinlan (until October 2015)

Katie Ridehalgh (from February 2016)

Ian Sherry

Simon Smethurst

Jason Stowe (until February 2016)

**Neil Sturmey** 

Henrie Westlake

#### **Scotland**

Steven Newlands (Chairman from January 2016)

Fraser McPhail (Chairman until January 2016)

Andy Armstrong

Jason Baggaley

Thomas Elviss

Paul Findlay (until June 2015)

Colin Finlayson

Scott Howie

Brian Hutcheson

Simon Kinnie

Alastair Ness

Graham Sanders

Stuart Tait Kenny Waitt

### **Principal Committees**

### **Education Strategy Group**

Guy Morrell (Chairman)

Candice Blackwood

Frankie Clay

Charles Follows

Sue Forster

Ben Sanderson

Gary Sherwin

Karen Sieracki

Julian Stocks

John Story

### Membership Committee

Juliet Thomas (Chairman from June 2015)

Chris Carter Keall (Chairman until June 2015)

Jeremy Beckett

Matthew Bird Sue Forster

Liana Hewson

Nicholas Howe

Andrew Hynard

Philip Ingman

Mark Johnson

Steven Newlands

Bryan Sherriff

Ian Sherry

Cormac Watters

Stewart Womersley

### Research Steering Group

Rob Martin (Chairman from September 2015)

Alan Patterson (Chairman until September 2015)

Asli Ball

Matthew Bennett

Anne Breen

Mark Bunney

Pam Craddock

Steven Devaney

Sue Forster

Richard Gwilliam

Sonya Kapur

Greg Mansell

Stephanie McMahon

Jonathan Neale

**Edward Trevillion** 

Chris Urwin

#### **Other Committees**

#### **Academic Group**

John Story (Chairman)

Ciaran Carvalho

Mark Charlton

Frankie Clay

Sue Forster

Max Johnson

Ian Marcus

Philip Nell

Mark Pendower

Dominic Reilly Ben Sanderson Karen Sieracki

### **CPD Group**

Andrew Hynard

Ashley Blake

Laura Chapman

Charles Follows

Sue Forster

John Gardiner

Lynette Lackey

Robbin Mackey

Shelagh McKibbin

Michael Morris

Chris Perkins

Karen Sieracki Clare Thomas

Darryl Tidd

### **Next Generation**

Vicky Skinner (Chairman)

Chris Bampton

Charlie Batten

Felicity Beasley

Matthew Bird

Julian Carey

Paul Crosbie Tom Davies

Sue Forster

David Gingell

Lindsey Hammond

Peter Kirk

David Lebus

Kitty Patmore

Oliver Rippier Shailendra Shah

Stewart Womersley

### **Current Working Groups**

### Financial Advisers Guide

Sue Forster (Chairman)

Kerry Baronet

David Brown

Mark Clacy-Jones

Ben Dimson

Mark Hutchinson

Emma Long

Philip Nell

Melville Rodrigues

### Net Effective Rents Steering Group

Paul McNamara (Chairman)

Geren Abraham

Paul Broadley

Ian Cameron

**Neil Crosby** 

Ian Cullen

Richard Dace

Sue Forster

Malcolm Frodsham

Michael Gilbert

Fiona Haggett

riona riaggett

Neil Harrison

Graham Leith

Claire Magowan

Peter O'Brien

Simon Rees

Matthew Richardson

**Nigel Roberts** 

**Graham Spoor** 

**Gareth Thomas** 

David Tudor

### Protocol Working Group

Martin Moore (Chairman)

Gordon Aitchison

David Allen

Jason Baggaley

Rupert Clarke

David Erwin

Sue Forster

Simon Hope

Stephen Hubbard

Chris Ireland

Peter MacColl

Mark Morgan

Chris Morrish

Imogen Moss

Fiona Rowley

Chris Taylor

James Watson

### Regulation & Legislation Group

David Brown

(Chairman from September 2015)

Rosalind Rowe

(Chairman until September 2015)

David Adler

Bill Bartram

Christopher Brigstocke

Jonathan Cantor

John Condliffe

Sue Forster

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Christine Ormond

James Read

Robert Short

Shirley Smith

William Woodall

### Special Interest Groups

### **Indirect Property Funds Group**

Graeme Rutter

Matthew Abbott

Michael Acratopulo

Dan Batterton

Justin Brown

Justin Cornelius

Stephen Elliott

Charles Ferguson Davie

John Forbes

Sue Forster

### **International Group**

Ben Sanderson

(Chairman)

lan Cullen

Sue Forster

Amanda Howard

David Jackson

Noel Manns

Andrew Smith

Robert Stassen

Jonathan Thompson

Mark Titcomb

Neil Turner

### PDIG Advisory Committee

Philip Ljubic (Chairman)

Adam Alari

Stephen Ashworth

Bill Bartram

Douglas Crawshaw

Christian Csomos

Sue Forster

Steven Grahame

David Hedalen

Helen Hermant

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Luke Layfield

Emma Long

Mark Long
Jon Masters

Alex Moss

Kate Pedersen

Ken Soh

### Residential Investment Group

Stafford Lancaster (Chairman from October 2015)

Robin Goodchild (Chairman until October 2015)

Adrian Benedict

Tony Brown

John Carleton

Mark Davis

Richard Donnell

Charles Fairhurst

Sue Forster

Dominic Martin

Cathryn Vanderspar

Jean-Marc Vandevivere

### Sustainability (with IIGCC)

Miles Keeping

Tatiana Bosteels

Chris Brigstocke

Tim Coffin

Siobhan Cross

Louise Ellison

Sue Forster

Alex Hill

Caroline Hill

Philip Parnell

Richard Quartermaine

Nina Reid

### Seminar chairmen, speakers and panellists

David Allen John Angood David Atkins Lisa Attenborough Peter Backman Jason Baggaley Jonathan Bailey Emma Barnfield David Batchelor Paul Beardmore Tim Beattie Roy Beckett Andrew Benito Tim Beresford Simon Betty Thomas Beyerle Adrian Bird Justin Black Candice Blackwood Neil Blake Walter Boettcher Andrew Brazier James Bretten Tony Brown Sally Bruer Andrew Burrell

Ben Burston Chris Carter Keall Mark Clacy-Jones Ed Clarke Tim Clement James Collins Nick Cooper Justin Cornelius Pam Craddock Andrew Creighton Andrew Creighton Siobhan Cross James Cubitt Christopher Darroch Helene Demay Steven Devaney Richard Divall

Nigel Emmerson Jane Everton John Feeney Paul Flexney-Briscoe Barry Fowler Lorna Fraser Malcolm Frodsham Joe Froud Chris Fry John Gellatly Kathleen Gimblett Robin Goodchild John Goodey Angela Goodings Patrick Grant David Green-Morgan Andrew Grigson **Rob Groves** Matthew Hannah John Harding David Hedalen Stuart Heslop Peter Hobbs Daisy Hunt Malcolm Hunt Tim Hurdiss Andrew Hynard Tim James Paul Jayasingha Mark Johnson Glynn Jones Ben Jones Sabina Kalyan Nick Keable Miles Keeping Alex Kemp Michael Kenney Simon Kinnie Daniel Kinnoch James Knightley

Nicola Livingstone Emma Long Hermione Mackrill Duncan Macpherson Simon Mallinson Tony Mannix **Noel Manns** David Marks Richard Marshall Rob Martin Simon Martin Simon Marx Jon Masters William Maunder Taylor Bill Maxted James McCann Tony McGough Paul McNamara Fraser McPhail Jackie McRobert Eric McVittie James Miller **Rob Millinaton** Frank Mills Radu Mircea Paul Mitchell Anuj Mittal Tom Morgan Juliette Morgan Michael Morris Hazel Morris Timothy Munn Anupam Nanda Michael Neal Steven Newlands David Noble Collette Ord Bill Page Neil Parker Philip Parnell Kitty Patmore Jonathan Paul Liz Peace Rebecca Pearce Jeff Pearey

Jose Pellicer

Chris Perkins Kim Politzer Sharon Ouinlan Simon Redman Matthew Richards Matthew Richardson Rob Riddleston Oliver Rippier Stephen Rosevear Gary Rouse Ben Sanderson Randeesh Sandhu Antti Savilaasko Savvas Savouri Jerry Schurder Andrew Shaw Richard Shepherd-Cross Guy Sheppard Karen Sieracki Chris Sim Neil Slater Jon Sleeman David Smith Andrew Smith Damien Smith Martin Summerscales John Symes-Thompson

# We would like to thank the following organisations for their support during the year:

#### **Event hosts**

20 Fenchurch Street Gowling WLG Addleshaw Goddard Hammerson

Allen & Overy Herbert Smith Freehills

Barclays Bank Hogan Lovells
BDO Irwin Mitchell

Berwin Leighton Paisner JLL
BNP Paribas Real Estate Linklaters

The Bower, Old Street Maclay Murray & Spens

Burges Salmon MediaCityUK
Burness Paull Morton Fraser
CBRE Nabarro

CMS Nottingham Trent University

Colliers International Osborne Clarke
Cushman & Wakefield Pinsent Masons
DAC Beachcroft Reed Smith

Deloitte Royal Bank of Scotland
DLA Piper Squire Patton Boggs
DWF Trowers & Hamlins
Eversheds Victoria Marketing Suite
Freeths Urbanest, Westminster Bridge

Freshfields Bruckhaus Deringer Winckworth Sherwood

#### **Event sponsors**

Aberdeen Asset Management Langham Hall Lloyds Bank Barclays Lockton

Burges Salmon London & Scottish Property

Chase & Partners Mucklow
CMS Osborne Clarke

Colliers International Pramerica Real Estate Investors

Cromwell VALAD

DLA Piper

Grant Thornton

Irwin Mitchell

Rider Levett Bucknall

Santander Corporate &

Commercial Banking

Wilton Developments

JLL

# Report and Financial Statements

# Investment Property Forum (a company limited by guarantee)

Year ended 31 March 2016

### Principal Officers, Advisors and Addresses

### **Company Secretary**

S Forster

#### **Registered Office**

2 City Place Beehive Ring Road Gatwick West Sussex RH6 0PA

### **Independent Auditors**

BDO LLP 31 Chertsey Street Guildford Surrey GU1 4HD

#### **Solicitors**

Nabarro LLP 125 London Wall London EC2Y 5AL

#### **Bankers**

National Westminster Bank PLC 63-65 Piccadilly London W1J 0AJ

### **Company Number**

2763992

### Directors' Report

The directors submit their report together with the audited financial statements for the year ended 31 March 2016.

#### **Principal activity**

The objective of the Investment Property Forum is to enhance the understanding and efficiency of property as an investment, including public, private, debt, equity and synthetic exposure, for its members and other interested parties, including government, by:

- undertaking research and special projects, and ensuring effective communication of this work;
- providing education; and
- providing a forum for fellowship, discussion and debate amongst its members and the wider investment community.

#### **Results**

The income and expenditure account is set out on page 19 and shows the results for the year.

The company is prevented by its constitution from distributing any excess of income over expenditure.

#### **Directors**

The following directors have served throughout the year.

M Sinclair (Chairman) (resigned 18 June 2015) J Martin C Carter Keall (resigned 18 June 2015) K Patmore C Carvalho G Sherwin S Forster M Tremayne P Ingman J Thomas (appointed 18 June 2015) C Ireland (Chairman from 18 June 2015) P Craddock (appointed 18 June 2015) A Smith (resigned 1 April 2015) M Keeping

#### **Directors' responsibilities**

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under the law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Auditors**

All of the current directors have taken all the steps that they ought to have taken to make themselves aware of any information needed by the company's auditor for the purposes of its audit and to establish that the auditor is aware of that information. The directors are not aware of any relevant audit information of which the auditor is unaware.

The auditor, BDO LLP, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the board on and signed on its behalf.

#### **C** Ireland

Director

12 May 2016

### Independent Auditor's Report

We have audited the financial statements of Investment Property Forum for the year ended 31 March 2016 which comprise the income and expenditure account, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the 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 company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of directors and auditors

As explained more fully in the statement of directors' responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Financial Reporting Council's (FRC's) Ethical Standards for Auditors.

### Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the FRC's website at www.frc.org.uk/auditscopeukprivate.

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### Matters on which we are required to report by exception

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

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

#### **Nick Poulter** (senior statutory auditor)

For and on behalf of BDO LLP, statutory auditor, Guildford, United Kingdom 13 May 2016

### Income and Expenditure Account

for the year ended 31 March 2016

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Income				
Subscriptions	382,957	_	382,957	360,574
Social events	398,127	_	398,127	346,203
Education	78,845	_	78,845	100,231
Research	_	330,000	330,000	330,085
Other income	4,205	-	4,205	6,378
	864,134	330,000	1,194,134	1,143,471
Expenditure				
Social events	276,491	_	276,491	240,069
Education	33,429	_	33,429	9,269
Research	_	235,607	235,607	367,225
Administration and salaries – including exceptional costs of				
fnil (2015: £49,732)	560,200	_	560,200	562,669
Professional and audit fees	18,369	_	18,369	18,187
Bank charges	12,563	_	12,563	5,308
Website and publications	44,545	_	44,545	40,399
Irrecoverable VAT –				
including exceptional credits of £nil (2015: £25,702)	11,565	_	11,565	(11,863)
Donations Donations	2,000	_	2,000	2,000
	959,162	235,607	1,194,769	1,233,263
Surplus/(deficit of operating				
income over expenditure	(95,028)	94,393	(635)	(89,792)
Bank interest receivable	11,949	_	11,949	14,221
Retained surplus/(deficit)				
for the year	(83,079)	94,393	11,314	(75,571)
Retained surplus brought forward	667,899	94,302	762,201	837,772
Surplus carried forward	584,820	188,695	773,515	762,201

All amounts relate to continuing activities.

All recognised gains and losses are included in the income and expenditure account.

The notes on pages 21 to 25 form part of these financial statements.

### **Balance Sheet**

### at 31 March 2016

	Note	2016	2016	2015	2015
Fixed assets					
Tangible assets	7		76,094		90,491
Current assets					
Debtors	8	181,665		99,664	
Cash at bank and in hand	Ü	1,022,624		850,792	
Casil at palik aliu ili lialiu		1,022,024		650,792	
		1,204,289		950,456	
Creditors: amounts falling due					
within one year	9	506,868		278,746	
Net current assets			697,421		671,710
Total assets less current liabilities			773,515		762,201
Reserves					
Unrestricted funds					
General funds			571,904		654,983
Designated funds	11		12,916		12,916
			584,820		667,899
Restricted funds	10		188,695		94,302
Restricted failus	10				
			773,515		762,201

The financial statements have been prepared in accordance with the special provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These financial statements were approved by the board, signed on its behalf by and authorised for issue on 12 May 2016.

### **C** Ireland

Director

The notes on pages 21 to 25 form part of these financial statements

### Notes on the Financial Statements

for the year ended 31 March 2016

### **1 Accounting policies**

### Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

### Fund accounting

The Unrestricted fund represents funds for use at the company's discretion.

Designated funds are unrestricted funds earmarked by the directors for particular purposes (see note 11).

Restricted funds are subject to restrictions on their expenditure imposed by the sponsors (see note 10).

#### Income

Subscriptions arise annually from 1 April and the income is recognised in the period in which the subscription relates to. Income arising from social events is recognised in the period in which the event took place. Research Programme income arises from sponsors on a receivable basis. Other income is recognised during the period in which the goods were delivered or the service provided.

### Depreciation

Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets evenly over their expected useful lives. It is calculated at the following rate:

Office equipment – 50% per annum.

Membership database – Straight line over 6 years

#### Website development costs

Where websites are expected to generate future revenues in excess of the costs of developing these websites, expenditure on the functionality of the website is capitalised and treated as a tangible fixed asset. Expenditure incurred on maintaining websites and expenditure incurred on developing websites used only for advertising and promotional purposes are written off as incurred.

### Operating assets

Rentals under operating leases are charged to the profit and loss account on a straight-line basis over the term of the lease.

### 2 Company status

The Forum does not have a share capital and its liabilities are limited to the guarantee of the members, who are the directors, up to a maximum of £1 each. At 31 March 2016 there were 2,030 members (2015 - 2,049 members).

### 3 Surplus/(deficit) of income over expenditure

Aggregate remuneration

	£	f
This has been arrived at after charging:		
– depreciation	16,883	3,755
– auditors' remuneration	10,500	8,200
– pension costs	33,407	28,741
4 Exceptional items		
The following exceptional items are included within operating expenditu	ıre:	
	2016	2015
	£	£
Included within administration and salaries costs:		
New website and database development costs	_	49,732
Included within irrecoverable VAT (credit)		
Irrecoverable VAT reclaimed	_	(25,702)
		24.020
		24,030
5 Directors' remuneration		
	2016	2015
	£	£

2016

279,320

151,450

2015

There were two directors in the company's defined contribution pension scheme (2015: one).

Total pension contributions payable in the year in respect of directors are £20,445 (2015: £10,145). Directors have been reimbursed out of pocket expenses relating to travelling and accommodation costs arising in respect of certain specific events and activities arising during the year.

### 6 Taxation on surplus/(deficit) on ordinary activities

The tax assessed for the year is lower than the standard rate of corporation tax in the UK applied to surplus/(deficit) before tax. The differences are explained below:

2016	2015
£	£
11,314	(75,571)
2,263	(15,870)
(76,591)	(78,212)
32,498	30,201
2,982	(15,124)
38,448	78,584
400	421
	£ 11,314 2,263 (76,591) 32,498 2,982 38,448

There is an unrecognised deferred tax asset at the period end of £321,356 (2015 - £318,613) in respect of brought forward losses. The Directors have not recognised this on the basis there is insufficient certainty as to whether future revenue will exceed costs to generate sufficient, recurring profits to warrant the continuing recognition of the asset.

### 7 Tangible fixed assets

	Office Equipment & Membership Database £	
Cost		
At 1 April 2015	99,946	
Additions	2,486	
At 31 March 2016	102,432	
Depreciation		
At 1 April 2015	9,455	
Provided for the year	16,883	
At 31 March 2016	26,338	
Net book value		
At 31 March 2016	76,094	
At 31 March 2015	90,491	

#### **8 Debtors**

	2016	2015
	£	£
Amounts receivable within one year:		
Other debtors and prepayments	181,665	99,664
9 Creditors		
	2016	2015
	£	£
Amounts falling due within one year:		
Trade creditors	48,928	39,070
Other taxes and social security costs	31,179	43,158
Deferred income	388,027	89,518
Accruals and other creditors	38,734	107,000
	506,868	278,746

#### **10 Restricted funds**

	Balance 2015	Income	Expenditure	Balance 2016
Research Programme Fund	£ 94,302	330,000	(235,607)	188,695

The third IPF Research Programme (2015-18) is sponsored by 22 organisations. Each made a contribution of £15,000 for the year 2015-16, in accordance with their respective sponsorship agreements.

### 11 Designated funds

		New	Utilised/	
	Balance	balance	designations	Balance
	2015			2016
	£	£	£	£
Special projects	12,916	_	_	12,916

In 2006, Hermes Real Estate Investment Management donated the proceeds of the "Property Derivatives Trading Forum" to the IPF with a further donation received in 2010. The former Management Board, now the Operational Board, has allocated this sum to a designated fund for use to finance any special projects the IPF may wish to pursue from time to time. No monies were released during the year.

### 12 Commitments under operating leases

The company had annual commitments under non-cancellable operating leases as set out below:

Operating lease which expire:	Land and buildings 2016 £	Land and buildings 2015 £
Within one year	39,372	_
In two to five years		57,144

Other financial commitments

In accordance with the Forum's usual programme of annual social events, commitments with regard to events to be hosted in 2016/17 amount to £136,276 as at 31 March 2016.

### 13 Related party disclosures

Each director is a member of the Forum and contributes the membership fee of £215 to the Forum. In addition, certain directors (through their employer companies) contributed £30,000 (2015: £30,000) in funds to the Research Programme in accordance with the terms of the general format agreement applicable to all Research Programme sponsors.

During the year the Forum incurred legal costs amounting to £nil (2015: £1,000) from Nabarro LLP. C Carvalho is a partner of Nabarro LLP.

The Forum also purchased wine, subsequently sent as a 'thank you' to speakers at IPF seminars, from Waud Wine Club amounting to £9,560 during the year. £3,710 was recognised as a prepayment at the year end as this relates to wine for events that are scheduled to take place post year end. P Craddock's spouse is a Director at Waud Wine Club.

All transactions were conducted on an arm's length basis on normal trading terms.



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