

CENTRE FOR CORPORATE ACCOUNTABILITY
(Company Limited By Guarantee)

Financial Statements

For the year ended 31 March 2005

Company No. 3890661

Registered Charity No. 1105658

CENTRE FOR CORPORATE ACCOUNTABILITY
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FOR THE YEAR ENDED 31 MARCH 2005

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CENTRE FOR CORPORATE ACCOUNTABILITY

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2005

Directors and Trustees : S P Tombs D Coles
A A Jones L Christan
A Rehman D Whyte
K Sunley M Martin (Appointed 27/07/04)
N Rasul (Appointed 21/10/04) H Daley (Appointed 21/10/04)
E R Tudway (Appointed 28/04/05)

Secretary : D I Bergman

Registered Office : Fourth Floor
197/199 City Road
London
EC1V 1JN

Bankers : Co-operative Bank plc
P O Box 101
1 Balloon Street
Manchester
M60 4EP

Auditors : Barcant Beardon LLP
Chartered Accountants
8 Blackstock Mews
Islington
London N4 2BT

Company Number : 3890661

Charity Number : 1105658

CENTRE FOR CORPORATE ACCOUNTABILITY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2005

The Trustees, who are the members of the Management Committee and are also Directors of the Charity for the purposes of the Companies Act, present their annual report and the audited Financial Statements for the year ended 31 March 2005.

Objects of the charity, principal activities and organisation of our work

The Centre for Corporate Accountability is constituted as a company limited by guarantee, governed by a Memorandum and Articles of Association, and was registered as a charity as at 27 August 2004.

The charity is concerned with the promotion of worker and public safety. It is in particular involved in trying to ensure the sound administration by state bodies of health and safety and other relevant laws and compliance by companies and other organisations with these laws. The CCA undertakes to promote its objects through a number of different activities including; providing a free, independent and confidential advice service for families bereaved from work-related deaths on investigation and prosecution issues arising from the death; conferences, seminars and training on issues relating to law enforcement, compliance and accountability; research on these issues; policy development with the aim of improving safety and law enforcement, and holding meetings with ministers and civil servants to discuss possible law and policy changes in this area.

The CCA also produces a newsletter, *Corporate Crime Update* which comes out four times a year and is distributed to over 8000 people, runs a comprehensive website on these issues, and is developing a database concerned with the safety record of companies.

The charity's Trustees meet at least four times a year to manage its affairs. It is run voluntarily by people living throughout Britain who have experience and understanding in working on issues of worker and public safety, including two people who have themselves been bereaved from work-related deaths.

For most of the year, the charity was run by a director (based in Bangladesh) and deputy Director (part-time-based in London) with a small staff comprising: an office manager, two caseworkers, and another member of staff involved in monitoring workplace deaths. In April 2005, the deputy director left to continue with her academic career, and we are hoping to employ a full-time replacement in the coming year at either director or deputy director level. The Director, who is based in Bangladesh, and is developing CCA's international work, comes to London about six times a year for a total of between four to six months.

In addition the CCA employs people on an intermittent basis to assist with research and other activities. The CCA remains based at its office in City Road, London EC1.

We also have the assistance of a number of volunteers who help with the running of the Centre and the organisation of its activities. The charity operates an equal opportunities policy which applies to all areas of its work..

Development, activities and achievements this year

The trustees consider that the performance of the charity was very satisfactory.

The Work-related death Advise Service has continued to develop. It now has two caseworkers and the CCA's Director continues to act as casework supervisor, which takes up one or two days of his week. In addition the CCA now works closely with the Public Law Project (a charity employing specialist solicitors) that provides free legal advice to CCA and its clients on appropriate public law remedies. An evaluation questionnaire sent to current and previous clients indicated a very high level of approval of the work carried out by the caseworkers. The Joseph Rowntrees Charitable Trust has provided most of the funding for our advice service.

The CCA organised two conferences in 2004 – one in London in April on corporate manslaughter at which the Minister, Baroness Scotland spoke, and one in Glasgow in October looking at wider issues of safety and corporate criminal accountability. These were both successful with over 170 participants at each. These conferences provide important income for the CCA. The CCA has also organised a joint training with the Public Law Project on "Accountability following Work-Related death and injury"

The CCA has undertaken a number of research projects, the main one being the publication of a report called "*Making Companies Safe: What Works?*" – written by its Deputy Director that looked at national and international research on the role of law and effectiveness of enforcement strategies. This proved influential in raising debate within the Health and Safety Executive and outside. The CCA also undertook research on the level of prosecution of directors for manslaughter and health and safety offences, and new homicide reforms in Australia and Canada. The CCA's website is also updated on a continual basis.

Significant time has also been spent by the Director and one of CCA's Caseworkers on a Nuffield Foundation funded handbook on investigation and prosecution issues arising from work-related death to be used by lawyers, advisors and bereaved families themselves.

The CCA was also involved in a number of policy interventions including:

- raising concerns about new policy adopted by the Health and Safety Executive in the way they dealt with deaths of members of the public;
- the Government's decision on removing rail safety from the Health and Safety Executive (HSE);
- giving evidence to the Select Committee inquiring into the work of the HSE;
- responding to the Treasury's Hampton interim report on reducing administrative burdens on business

Future developments

The CCA is hoping in the coming year to launch a web-based database allowing public access to safety information on parent companies and their subsidiaries. The CCA is also developing its international work focusing on the work of the ILO and based in South Asia.

In terms of ensuring its financial stability, the CCA is working hard to increase its funding base, looking at other charitable trusts that can fund the CCA as well as looking for new sources of funding.

Transactions and financial position

Our major Donor has been the Joseph Rowntrees Charitable Trust that provided £89,500 in the financial year for core costs. The JRCT has provided the CCA with significant funding over the last six years and we do not expect to be receiving such high levels of funding in the future – though we hope they will provide some further support. Our second largest donor was the Nuffield Foundation that provided the CCA with a 20 month grant to produce an ‘Investigation and Prosecution’ Handbook. In this first year of grant we received £29,300. Andrew Wainright Trust provided the CCA with funding to support its work on its newsletter, and EIRIS provided the CCA with some funding to support its website database on company safety history.

Our conferences and training provided us with significant income amounting to £20,700 and we also received £5,700 for provision of research and undertaking conference talks. In addition we received £17,500 in general donations including subscription to our newsletter and membership.

The CCA is in a secure financial position until the end of 2006, and is currently in the process of making grant applications to a number of trusts including, Joseph Rowntree Charitable Trust, City Parochial Trust, and the Sigrid Rausing Trust.

Tangible Fixed Assets for use by the Charity

Details of movements in fixed assets are set out in Note 8 to the Financial Statements.

Reserves Policy

It is the policy of the charity to maintain Unrestricted Funds, which are the free reserves of the charity, at a level which equates to approximately three months of unrestricted expenditure. This provides sufficient funds to cover management, administration and support costs and to respond to emergency applications for grants which arise

Directors and Trustees

The following served as members of the Management Committee and as Trustees and Directors during the year:

S P Tombs	D Coles	A A Jones
L Christan	A Rehman	D Whyte
K Sunley	M Martin (Appointed 27/07/04)	
N Rasul (Appointed 21/10/04)	H Daley (Appointed 21/10/04)	
E R Tudway (Appointed 28/04/05)		

All members of the Management Committee retire at the annual general meeting but are eligible for re-election.

Risk Management

The trustees actively review the major risks which the charity faces on a regular basis and believe that an annual review of the controls over key financial systems will provide sufficient protection in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate any significant risks.

Company Status

The company is limited by guarantee without share capital. In the event of a winding up, all members present and 12 months past have to contribute a sum of £1 each. The Company is also a Charity (No. 1105658).

Trustees' responsibilities in relation to the Financial Statements

The Trustees are required by law to prepare Financial Statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of the year. In preparing those Financial Statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the Financial Statements;
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the Financial Statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

A resolution to reappoint Barcant Beardon LLP as the company's auditor will be proposed at the forthcoming Annual General Meeting.

This report was approved by the Directors and Trustees on _____ 2006 and signed on their behalf.

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Director and Trustee

REPORT OF THE INDEPENDENT AUDITORS

TO THE MEMBERS OF

CENTRE FOR CORPORATE ACCOUNTABILITY

We have audited the Financial Statements on pages 7 to 12 which have been prepared under the historical cost convention and the accounting policies set out on page 9.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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 auditors report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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 Trustees and Auditors

As described on page 5 the Directors (who also act as Trustees for the charitable activities of Centre For Corporate Accountability) are responsible for the preparation of Financial Statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Our responsibility is to audit the Financial Statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the Financial Statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the Financial Statements, if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it. Our responsibilities do not extend to any other information.

Basis of Opinion

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

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

Opinion

In our opinion the Financial Statements give a true and fair view of the charitable company's state of affairs as at 31 March 2005 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

8 Blackstock Mews
London N4 2BT

BARCANT BEARDON LLP
Chartered Accountants
and
Registered Auditors

CENTRE FOR CORPORATE ACCOUNTABILITY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2005

Summary Income and Expenditure Account

	Notes	Restricted Funds £	Unrestricted Funds £	Total 2005 £	Total 2004 £
Incoming Resources					
Grant : JRCT					
Received		-	89,538	89,538	107,246
Deferral B/Fwd		-	8,149	8,149	22,772
Deferral C/Fwd		-	-	-	(8,149)
			97,687	97,687	121,869
The Nuffield Foundation		29,343	-	29,343	-
Eiris		7,300	-	7,300	-
Andrew Wainright		5,750	-	5,750	-
Other Specified Funding		9,500	-	9,500	14,690
Services		-	5,682	5,682	5,158
Conference Fees		-	20,715	20,715	16,798
General Donations and Other Income		-	17,489	17,489	10,222
Bank Interest		-	510	510	599
Total Income		51,893	142,083	193,976	169,336
Resources Expended					
Direct Charitable Expenditure	2	49,893	119,143	169,036	158,078
Fundraising Activities	3	-	2,357	2,357	392
Management and Administration	4	-	3,608	3,608	4,304
Total Expenditure		49,893	125,108	175,001	162,774
Net Income (Deficit) for the Year		2,000	16,976	18,976	6,562
Fund Balances Brought Forward		-	25,255	25,255	18,693
Fund Balances Carried Forward		2,000	42,231	44,231	25,255

Statement of Other Recognised Gains and Losses

The charity has no recognised gains or losses other than the surplus for the above two financial years.

Continuing Operations

None of the charity's activities were acquired or discontinued during the above two financial years.

The Notes on page 9 - 12 form part of these Financial Statements.

CENTRE FOR CORPORATE ACCOUNTABILITY

BALANCE SHEET

AS AT 31 MARCH 2005

	Notes	2005 £	2004 £
Fixed Assets	8	<u>5,622</u>	<u>4,750</u>
Current Assets			
Debtors	9	14,470	11,890
Cash at Bank and in Hand		<u>28,770</u>	<u>34,237</u>
		43,240	46,127
Creditors: amounts falling due within one year	10	<u>(4,631)</u>	<u>(25,622)</u>
Net Current Assets		<u>38,609</u>	<u>20,505</u>
Net Assets		<u>44,231</u>	<u>25,255</u>
Represented by:			
Restricted Funds	11	2,000	-
Unrestricted Funds	11	<u>42,231</u>	<u>25,255</u>
		<u>44,231</u>	<u>25,255</u>

The Financial Statements were approved by the Directors and Trustees on signed on its behalf.

2006 and

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Director and Trustee

The Notes on page 9 - 12 form part of these Financial Statements.

1.0 Accounting Policies

1.1 Basis of preparation of Accounts

The Financial Statements are prepared under the historical cost convention and include the results of the charity's activities, which are described in the Report of the Trustees, all of which are continuing.

Following the company's registration as a charity, these Financial Statements have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000, SORP Update Bulletin 1 issued in December 2002, applicable accounting standards and the Companies Act 1985.

The charity has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cashflow statement on the grounds that it is a small company.

1.2 Fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Fixtuers, Furniture & Equipment - 25% per annum on reducing balance

1.3 Income

Community Centre lettings income is accounted for on an accruals basis for the period to which it relates.

Income from fundraising ventures and related community social activities are shown gross with the associated costs included in fundraising costs.

1.4 Fundraising costs

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of staging special fundraising and related community events.

1.5 Management and administration costs.

Management and administration costs of the charity relate to the costs of running the charity such as the costs of meetings and statutory compliance and includes any costs which cannot be specifically identified to another expenditure classification.

CENTRE FOR CORPORATE ACCOUNTABILITY

NOTES TO THE FINANCIAL STATEMENTS - Continued

FOR THE YEAR ENDED 31 MARCH 2005

2	<i>Direct Charitable Expenditure</i>	2005		2004
		Restricted £	Unrestricted £	Total £
	Wages and salaries	22,084	64,696	84,188
	Staff Pension Costs	1,295	2,946	4,909
	Staff Training	230	211	75
	Office Management Services	1,360	9,501	3,438
	Volunteers	-	2,665	1,342
	Recruitment Advertising	-	1,191	2,866
	Rent and Service Charges	4,000	10,300	14,138
	Meeting Room Hire	-	567	475
	Rates	-	1,016	1,793
	Insurance	-	1,957	1,770
	Light and Heat	-	647	580
	Office Supplies and Maintenance	881	4,262	4,357
	Printing, Postage and Stationery	5,750	7,444	22,135
	Telephone	985	3,580	6,457
	Library and Subscriptions	1,100	417	1,932
	Travel Expenses	-	3,876	3,048
	Conferences	-	416	869
	Database Development and Research Costs	12,208	457	588
	Legal and Professional	-	1,007	1,402
	Sundry and Other Expenses	-	113	131
	Depreciation	-	1,874	1,585
		<u>49,893</u>	<u>119,143</u>	<u>158,078</u>
3	<i>Fundraising Activities</i>			
	Promotional and Other Activities	-	2,357	392
		<u>-</u>	<u>2,357</u>	<u>392</u>
4	Management and Administration of Charity		2005	2004
			£	£
	Audit and Accountancy		2,703	3,762
	AGM and Committee Costs		905	542
			<u>3,608</u>	<u>4,304</u>

CENTRE FOR CORPORATE ACCOUNTABILITY

NOTES TO THE FINANCIAL STATEMENTS - Continued

FOR THE YEAR ENDED 31 MARCH 2005

5	<i>Employees Remuneration</i>	2005	2004
		£	£
	Wages and Salaries	79,659	77,504
	Social Security Costs	7,121	6,684
		<u>86,780</u>	<u>84,188</u>

No employee earned more than £50,000 per annum (2004 - nil).

The average monthly number of staff employed by the company during the year was as follows:

Direct charitable work	4.5	4.5
	<u>4.5</u>	<u>4.5</u>

6 ***Trustees' Remuneration and Expenses***

No remuneration was paid to Trustees in the year. A total of £717 was reimbursed to three Trustees for travel expenses incurred on behalf of the charity.

7 ***Net Income for the Year***

The net income for the year is stated after charging:	2005	2004
	£	£
Depreciation of Tangible Fixed Assets	1,874	1,585
Professional Fees		
- Audit	1,880	1,410
- Additional Professional Services	823	2,352
	<u>2,700</u>	<u>4,347</u>

8 ***Fixed Assets***

		Fixture Fittings & Equipment
		£
Cost:		
At 1 April 2004		11,293
Additions		2,746
		<u>14,039</u>
At 31 March 2005		
Depreciation:		
At 1 April 2004		6,543
Charge for the Year		1,874
		<u>8,417</u>
At 31 March 2005		
Net Book Value:		
At 31 March 2005		<u>5,622</u>
At 31 March 2004		<u>4,750</u>

CENTRE FOR CORPORATE ACCOUNTABILITY

NOTES TO THE FINANCIAL STATEMENTS - Continued

FOR THE YEAR ENDED 31 MARCH 2005

9	<i>Debtors</i>	2005	2004
		£	£
	Grant Receivable	3,187	-
	Other Debtors and Prepayments	11,283	11,890
		<u>14,470</u>	<u>11,890</u>

10	<i>Creditors: Amounts falling due Within One Year</i>	2005	2004
		£	£
	Deferred Funding	-	8,972
	Other Deferred Income	-	5,500
	Other Creditors and Accruals	4,631	11,150
		<u>4,631</u>	<u>25,622</u>

11 *Analysis of Net Assets Between Funds*

	Restricted Funds £	Unrestricted Funds £	Total £
Fixed Assets			
Fixtures, Furniture and Equipment	-	5,622	5,622
	<u>-</u>	<u>5,622</u>	<u>5,622</u>
Net Current Assets	2,000	36,609	38,609
	<u>2,000</u>	<u>36,609</u>	<u>38,609</u>
Total	<u>2,000</u>	<u>42,231</u>	<u>44,231</u>

12 *Pension Costs*

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £4,909 (2004 - £4,480). No contributions were payable to the fund at the year end.

13 *Financial Commitments*

	Land and Buildings	
	2005	2004
	£	£
Expiry date:		
Between two and five years	12,750	12,750
	<u>12,750</u>	<u>12,750</u>