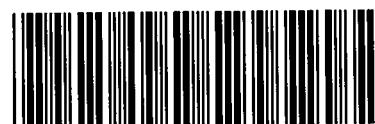


**Registered number: 4252975**

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**for the year ended 31 August 2013**

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COMPANIES HOUSE

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**COMPANY INFORMATION**

**DIRECTORS**

A Green  
S Alalouff  
A MacGarvey  
I Pinto  
P Fardy  
E Browne  
J Wood

**COMPANY SECRETARY**

P Fardy

**COMPANY NUMBER**

4252975

**REGISTERED OFFICE**

105 St Peter's Street  
St Albans  
Hertfordshire  
AL1 3EJ

**AUDITORS**

LaiPeters & Co  
Chartered Accountants & Statutory  
Auditors  
35 New Broad Street  
London  
EC2M 1NH

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

<b>Directors' report</b>	<b>1 - 2</b>
<b>Independent auditors' report</b>	<b>3</b>
<b>Profit and loss account</b>	<b>4</b>
<b>Balance sheet</b>	<b>5</b>
<b>Notes to the financial statements</b>	<b>6 - 8</b>
<b>The following pages do not form part of the statutory accounts:</b>	
<b>Detailed profit and loss account and summaries</b>	<b>9 - 11</b>

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**  
**DIRECTORS' REPORT**  
**for the year ended 31 August 2013**

The directors present their report and the audited financial statements for the year ended 31 August 2013.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the Annual 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 that 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). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss 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 judgments and 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**PRINCIPAL ACTIVITIES**

The principal activity of the company during the year was to promote the profile of clinical data management. The company is a mutual trading company.

**DIRECTORS**

The directors who served during the year were:

A Green  
S Alalouff  
A MacGarvey  
I Pinto  
P Fardy  
D J Walpole ( Resigned 15 February 2013 )  
E Browne  
V Tierney ( Resigned 14 March 2013 )  
J Wood

**PROVISION OF INFORMATION TO AUDITORS**

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that:

- ☐ so far as that director is aware, there is no relevant audit information of which the company's auditors are unaware, and
- ☐ each director has taken all the steps that ought to have been taken as a director in order to be aware of any information needed by the company's auditors in connection with preparing their report and to establish that the company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provision of s418 of the Companies Act 2006.

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

- 1 -

**DIRECTORS' REPORT**  
**for the year ended 31 August 2013**

**AUDITORS**

A resolution to appointment, LaiPeters & Co. as the company's auditors will retire at the next Annual General Meeting as the accounts of the company are to be audited once every two years.

The report of the directors has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies (effective April 2008).

This report was approved by the board on 4<sup>th</sup> March 2014 and signed on its behalf.

*Paul Fardy*

**P Fardy**  
**Director**

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ASSOCIATION FOR  
CLINICAL DATA MANAGEMENT LIMITED**

We have audited the financial statements of Association for Clinical Data Management Limited for the year ended 31 August 2013, which comprise the Income and Expenditure Account, the Balance Sheet and the related notes 1 to 10. The financial reporting framework that has been applied to their preparation is applicable law and United Kingdom Generally Accepted Accounting practice.

This report is made solely to the company's members, as a body, in accordance with Section 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 Directors' Responsibilities Statement set out on page 2 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). These standards require us to comply with the Auditing Standards Board's (APB's) Ethical Standards for Auditors.

**SCOPE OF THE AUDIT OF FINANCIAL STATEMENTS**

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm).

**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 August 2013 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

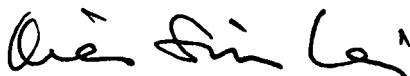
**OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006**

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

**OPINION ON MATTERS WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

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

- inadequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of the directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for the audit.



Mei Sim Lai OBE DL FCA FCCA  
Senior Statutory Auditor  
LaiPeters & Co  
Chartered Accountant & Statutory Auditors  
New Broad Street House  
35 New Broad Street, London EC2M 1NH

4 March 2014

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

- 3 -

**PROFIT AND LOSS ACCOUNT**  
**for the year ended 31 August 2013**

	Note	2013 £	2012 £
<b>TURNOVER</b>			
Cost of sales	1,2	<b>163,697</b> <b>(81,338)</b>	<b>181,935</b> <b>(89,769)</b>
<b>GROSS PROFIT</b>		<b>82,359</b>	<b>92,166</b>
Administrative expenses		<b>(75,311)</b>	<b>(72,298)</b>
<b>OPERATING PROFIT</b>	3	<b>7,048</b>	<b>19,868</b>
Interest receivable		-	-
<b>PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b>7,048</b>	<b>19,868</b>
Tax on profit on ordinary activities	5	-	-
<b>PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION</b>	10	<b>7,048</b>	<b>19,868</b>

The notes on pages 6 to 8 form part of these financial statements.

The Profit and Loss Account has been prepared on the basis that all operations are continuing operations.

There were no recognised gains and losses other than those shown in the Profit and loss Account.

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
(A company limited by guarantee)

**BALANCE SHEET**  
as at 31 August 2013

	Note	2013 £	2012 £
<b>CURRENT ASSETS</b>			
Debtors	6	30,452	56,749
Cash at bank		158,332	103,915
		<u>188,784</u>	<u>160,664</u>
<b>CREDITORS: amounts falling due within one year</b>	7	<u>(61,479)</u>	<u>(39,019)</u>
<b>NET CURRENT ASSETS</b>		<b>127,305</b>	<b>121,645</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>127,305</b></u>	<u><b>121,645</b></u>
<b>CREDITORS: amounts falling due after more than one year</b>	8	<u><b>(7,580)</b></u>	<u><b>(8,968)</b></u>
<b>NET ASSETS</b>		<u><b>119,725</b></u>	<u><b>112,677</b></u>
<b>CAPITAL AND RESERVES</b>			
Profit and loss account	10	<u><b>119,725</b></u>	<u><b>112,677</b></u>
		<u><b>119,725</b></u>	<u><b>112,677</b></u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 4 March 2014.

*Paul Fardy*

**P Fardy**  
Director

The notes on pages 6 to 8 form part of these financial statements.

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2013**

**1. ACCOUNTING POLICIES**

**1.1 Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Financial Statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice ), which have been applied consistently ( except as otherwise stated )

**1.2 Turnover**

Turnover represents amounts received for goods and services net of VAT and trade discounts and consists of mainly conferences and training courses

**3. OPERATING PROFIT**

The operating profit is stated after charging:

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration		
Current year:		
Audit	<b>3,600</b>	-
Non audit services	<b>500</b>	<b>1,980</b>
	<b><u>4,100</u></b>	<b><u>1,980</u></b>

**4. STAFF COSTS**

The company has no employees other than the directors, who did not receive any remuneration (2012 -£Nil).

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2013**

**5. TAXATION**

	2013 £	2012 £
UK corporation tax charge on interest received	<u>-</u>	<u>-</u>

**FACTORS AFFECTING TAX CHARGE FOR THE YEAR**

The company undertakes some mutual trading with members, therefore the profits on this part of the ordinary activity are treated as exempt for tax purposes. The remaining profit is taxed on the same basis as ordinary company profits.

**FACTORS THAT MAY AFFECT FUTURE TAX CHARGES**

The organisation has tax losses available of £32,737 (2012 £39,785) to carry forward against future surpluses.

**6. DEBTORS**

	2013 £	2012 £
Trade debtors	4,990	11,249
Other debtors	25,462	45,500
	<u>30,452</u>	<u>56,749</u>

**7. CREDITORS:  
AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2013 £	2012 £
Trade creditors	38,891	26,253
Prepaid membership Income	13,355	3,090
Corporation tax	-	-
JC Amos	5,131	5,487
Other creditors	4,100	4,189
	<u>61,477</u>	<u>39,019</u>

**8. CREDITORS:  
AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2013 £	2012 £
Deferred income – J.C. Amos	<u>7,580</u>	<u>8,968</u>

Deferred income relates to funding from Merck & Co. Inc, to be used to fund the J.C. Amos award over a ten year period from 2005.

**9. COMPANY STATUS**

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the company in the event of liquidation.

**ASSOCIATION FOR CLINICAL DATA MANAGEMENT LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 August 2013**

**10. RESERVES**

	<b>Profit and loss account £</b>
At 1 September 2012	<b>112,677</b>
Profit for the year	<b><u>7,048</u></b>
At 31 August 2013	<b><u>119,725</u></b>