

Charity Registration No. 1144296

Company Registration No. 07635486 (England and Wales)

INSIUK

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

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INSIUK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Richard Tait Monique Villa Salim Amin Michael Christie Jeffrey Dubin Christopher Elliot Takehiko Kusaba Marcello Moreira Jonathan Munro Amy Selwyn Timothy Singleton Francesca Unsworth Jonathan Williams Thomas Evans Barbara Trionfi Susan English
Charity number	1144296
Company number	07635486
Registered office	Thomson Reuters Building (5th Floor) 30 South Colonnade Canary Wharf London E14 5EP United Kingdom
Independent examiner	A G Rich c/o H W Fisher & Company Chartered Accountants Acre House 11-15 William Road London NW1 3ER
Bankers	Barclays Bank Plc 27 Soho Square London W1D 3QR

INSIUK

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INSIUK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

The trustees present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Articles of Association dated 24 September 2011, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is a company limited by guarantee governed by the Articles of Association dated 24 September 2011.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Richard Sambrook (Resigned 6 September 2016)

Richard Tait

Monique Villa

Salim Amin

Michael Christie

Jeffrey Dubin

Christopher Elliot

Takehiko Kusaba

Marcello Moreira

Jonathan Munro

Amy Selwyn

Timothy Singleton

Francesca Unsworth

Jonathan Williams

Thomas Evans

Barbara Trionfi

Deborah Rayner

(Appointed 28 October 2015)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

INSIUK will recruit by either identifying individuals known to them or by giving due consideration to nominations and recommendations. Once identified as a potential Trustee, the candidate will be invited to an interview which will be conducted by one or more of the existing Trustees to identify the applicant's suitability to act as a Trustee for the Charity. Details of the interview will be submitted to all existing Trustees who should unanimously agree upon the appointment of an applicant in order for it to proceed. The successful applicant will be given a detailed explanation of the Trust's aims and objectives which they will be required to accept and support in addition to the tenets of faith which are fundamental to the Charity. Should the applicant accept the above, their appointment will be confirmed in writing and the necessary searches made of Companies House will take place to ensure their suitability which will then be followed by the completion of appropriate legal documentation for their registration.

INSI UK has staff to manage its day to day administrative requirements in the UK. The staff report regularly to the Trustees and interface with the accountancy firm and lawyers appointed to act on INSIUK's behalf.

The Trustees will meet periodically to ensure that the aims and objectives of the Trust are being fulfilled. To do this, a formal Agenda will be prepared by the Chairman who will receive submissions in advance by any Trustee wishing to place items on the Agenda. Meeting dates will be agreed upon and the Agenda distributed in advance. Notes will be kept of the discussions and distributed in a timely manner to Trustees for them to review before they are formally ratified. In some cases a meeting might be by conference call rather than a physical gathering depending on the availability of Trustees.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to manage exposure to the major risks.

INSIUK

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Objectives and activities

The charity's objectives are to advance health, promote safety and save lives of news and media workers, often working in dangerous and potentially high risk situations worldwide such as natural disasters and war. In furtherance of this objective, the charity's main activities are to provide financial assistance, training, support and practical advice; provides organisational and financial support for activities such as conferences, workshops and symposia around the world on topics in news safety for news media workers; engages with employers to collaborate in providing financial support for news safety training; and formulates and promotes news safety best practices for training, equipment and field work.

The charity's main activities undertaken to further its purposes are for the public benefit – the protection of journalists from physical harm and allowing them to report freely is a key factor in ensuring and promoting Freedom of Expression – an important public right as defined in Article 11 of the European Convention on Human Rights. The trustees have had regard to the Charity Commission's guidance on public benefit

The Directors have considered this matter and concluded:

1. That the aims of the organisation continue to be charitable;
2. That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

Achievements and performance

Since the Charity's initial formation it has achieved its objectives to establish an effective operational base in London from which to coordinate its work; to fund safety training in countries where journalists are particularly at risk, such as Latin America, the Middle East, Asia and Eastern Europe; to participate in news safety conferences and seminars and to promote the need for best practices in the safety of media workers. All of these objectives have been achieved to the satisfaction of the Trustees.

In the last year, INSIUK has trained journalists in Tunisia, Brazil and the Middle East. The feedback from these courses has been very positive that it has made journalists and executives more confident in dealing with potentially hazardous situations. The charity has also worked with the World Media Summit in Doha, the OSCE in Vienna and Bucharest. The charity has also commissioned and published research into the current state of media safety which analyses the risks facing journalists. The charity is currently one of the five key researchers in a Council of Europe research study into members at risk in the 47 member states. The direct benefit to the public is that freedom of expression in the media in the UK and around the world is less undermined by the 'chilling effect' of violence against media workers.

Financial review

During the charity's third year of operation its work was financed by donations from UK and international media organisations and by funds which were transferred to it from the AISBL in Belgium to meet the costs of the freelance training and administrative staff who are based in London and to meet the costs of training and educational projects. As a result of the dissolution of the AISBL on 30 October 2013, the AISBL's remaining funds were transferred to INSIUK.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has not yet been reached and the Trustees are considering ways to reach this target.

Plans for the future

Throughout the coming year it will be the charity's intention to expand further its fund raising and to develop its London-based operations. Furthermore the Trustees will pay careful consideration to both existing and new projects in the news safety field that could possibly be assisted with funds from the charity and that fall within the aims and objectives of the Charity.

INSIUK

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Structure, Governance and Management

The Charity's governing document is its Articles of Association which defines the Charity's objectives and sets out the role of the Board of INSIUK to ensure that these objectives are achieved by INSIUK's staff, supervise its management and finances and more generally work to promote the cause of journalist safety.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The trustees' report was approved by the Board of Trustees.

R.G. Tait

.....
Richard Tait

Trustee

Dated: *8 December 2016*
.....

INSIUK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INSIUK

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 5 to 13.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of INSIUK for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

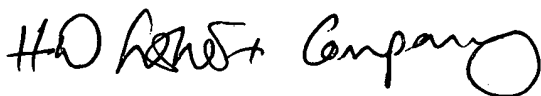
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



A G Rich

Chartered accountant
c/o H W Fisher & Company
Chartered Accountants
Acre House
11-15 William Road
London
NW1 3ER

Dated: 16/12/16

INSIUK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2016*

	Notes	2016 £	2015 £
<u>Income from:</u>			
Donations and legacies	3	142,161	128,564
Charitable activities	4	24,709	23,127
Investments	5	91	80
		<hr/>	<hr/>
Total income		166,961	151,771
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	6	152,470	158,599
		<hr/>	<hr/>
Net income/(expenditure) for the year/ Net movement in funds		14,491	(6,828)
Fund balances at 1 April 2015		142,265	149,093
		<hr/>	<hr/>
Fund balances at 31 March 2016		156,756	142,265
		<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

INSIUK

BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Current assets					
Cash at bank and in hand		161,724		147,135	
Creditors: amounts falling due within one year	11	<u>(4,968)</u>		<u>(4,870)</u>	
Net current assets			156,756		142,265
Income funds					
Unrestricted funds			156,756		142,265
			<u>156,756</u>		<u>142,265</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 8th December 2016

RG. Tait

Richard Tait
Trustee

Company Registration No. 07635486

INSIUK

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	13		14,498		(5,638)
Investing activities					
Interest received		91		80	
Net cash generated from investing activities			91		80
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			14,589		(5,558)
Cash and cash equivalents at beginning of year			147,135		152,693
Cash and cash equivalents at end of year			161,724		147,135

INSIUK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

Company information

INSIUK is a private company limited by guarantee incorporated in England and Wales. The registered office is Thomson Reuters Building (5th Floor), 30 South Colonnade, Canary Wharf, London, E14 5EP, United Kingdom.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These accounts for the year ended 31 March 2016 are the first accounts of INSIUK prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2014. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees' continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Book sales and website advertisement are measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

(Continued)

1.5 Resources expended

Liabilities are recognised as expenditure once there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis, inclusive of value added tax. All expenses, including support costs and governance costs, are allocated to the one charitable activity in the statement of financial activities.

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

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies (Continued)

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	2016	2015
	£	£
Donations and gifts	142,161	128,564
	<u>142,161</u>	<u>128,564</u>

4 Charitable activities

	Book sales £	Website advertisement income £	Training income £	Total 2016 £	Total 2015 £
Sales within charitable activities	7,003	324	17,382	24,709	23,127
	<u>7,003</u>	<u>324</u>	<u>17,382</u>	<u>24,709</u>	<u>23,127</u>

5 Investments

	2016	2015
	£	£
Interest receivable	91	80
	<u>91</u>	<u>80</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

6 Charitable activities

	2016 £	2015 £
Staff costs	73,522	-
Consultancy	59,485	107,790
Travel	4,010	8,131
Publishing	3,100	9,744
Safety training course	720	6,463
Foreign exchange difference	(2,931)	(3,898)
	<u>137,906</u>	<u>128,230</u>
Share of support costs (see note 7)	8,778	16,497
Share of governance costs (see note 7)	5,786	13,872
	<u>152,470</u>	<u>158,599</u>
Analysis by fund		
Unrestricted funds	<u>152,470</u>	
	<u>152,470</u>	
For the year ended 31 March 2015		
Unrestricted funds		<u>158,599</u>
		<u>158,599</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

7 Support costs

	Support costs	Governance costs	2016	2015
	£	£	£	£
Website	2,390	-	2,390	11,549
Sundry	1,496	-	1,496	242
Bank charges	245	-	245	777
Insurance	2,647	-	2,647	1,929
Rent	2,000	-	2,000	2,000
Accountancy	-	5,786	5,786	7,043
Legal and professional	-	-	-	6,829
	<u>8,778</u>	<u>5,786</u>	<u>14,564</u>	<u>30,369</u>
Analysed between				
Charitable activities	<u>8,778</u>	<u>5,786</u>	<u>14,564</u>	<u>30,369</u>

Governance costs include payments to the Independent Examiner of £4,740 (2015: £4,740) for Independent Examination fee and £948 (2015: £1,033) for other services.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

Number of employees

The average monthly number employees during the year was:

	2016 Number	2015 Number
	<u>2</u>	<u>-</u>
Employment costs	2016 £	2015 £
Wages and salaries	66,331	-
Social security costs	<u>7,191</u>	<u>-</u>
	<u>73,522</u>	<u>-</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

10	Financial instruments	2016	2015
		£	£
	Carrying amount of financial liabilities		
	Measured at amortised cost	4,968	4,870
		<u> </u>	<u> </u>
11	Creditors: amounts falling due within one year	2016	2015
		£	£
	Accruals and deferred income	4,968	4,870
		<u> </u>	<u> </u>
12	Related party transactions		
	No related party transaction during the year.		
13	Cash generated from operations	2016	2015
		£	£
	Surplus/(deficit) for the year	14,491	(6,828)
	Adjustments for:		
	Investment income recognised in profit or loss	(91)	(80)
	Movements in working capital:		
	Increase in creditors	98	1,270
		<u> </u>	<u> </u>
	Cash generated from/(absorbed by) operations	14,498	(5,638)
		<u> </u>	<u> </u>