

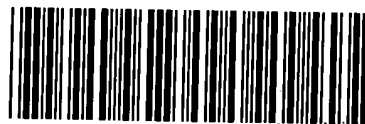
Charity Registration No. 1144296

Company Registration No. 07635486 (England and Wales)

INSIUK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017

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COMPANIES HOUSE

INSIUK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Richard Sambrook	(Resigned 6 September 2016)
	Richard Tait	
	Monique Villa	
	Salim Amin	
	Michael Christie	
	Jeffrey Dubin	
	Christopher Elliot	(Resigned 29 November 2016)
	Takehiko Kusaba	(Resigned 29 November 2016)
	Marcello Moreira	
	Jonathan Munro	
	Amy Selwyn	
	Timothy Singleton	
	Francesca Unsworth	
	Jonathan Williams	
	Thomas Evans	
	Barbara Trionfi	
	Deborah Rayner	
	Neil Ashton	(Appointed 30 January 2017)
	Subrata De	(Appointed 9 March 2017)
	Michael Herrod	(Appointed 2 November 2017)
	Noriko Kudo	(Appointed 29 November 2016)
	Jan Thompson	(Appointed 2 November 2016)
	Sue English	(Appointed 6 September 2016)

Charity number 1144296

Company number 07635486

Registered office Thomson Reuters Building (5th Floor)
30 South Colonnade
Canary Wharf
London
United Kingdom
E14 5EP

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 2017

The trustees present their report and accounts for the year ended 31 March 2017.

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 preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) (effective 1 January 2015).

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	(Resigned 29 November 2016)
Takchiko Kusaba	(Resigned 29 November 2016)
Marcello Moreira	
Jonathan Munro	
Amy Selwyn	
Timothy Singleton	
Francesca Unsworth	
Jonathan Williams	
Thomas Evans	
Barbara Trionfi	
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Neil Ashton	(Appointed 30 January 2017)
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Michael Herrod	(Appointed 2 November 2017)
Noriko Kudo	(Appointed 29 November 2016)
Jan Thompson	(Appointed 2 November 2016)
Sue English	(Appointed 6 September 2016)
Cilla Benko	

INSIUK

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2017

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 Chairperson 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 2017

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 its members with practical safety advice, formulate and promote good practices within the news industry for training, equipment and field work; and contribute to conferences, workshops and symposia around the world on topics related to journalists' safety for news media workers.

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 share good practices within the news media industry; to participate in news safety conferences, workshops and symposia; 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 improved members' services, responded to the changing nature of journalists' safety and spoken on issues related to journalists' safety in conferences around the world. The charity has held regional meetings for its members in locations throughout Europe, organised webinars on topics related to journalists' safety and conducted ground-breaking research. The feedback from members has been very positive: the research and improved services have made journalists and executives more confident in dealing with potentially hazardous situations. The charity has also worked with the International Press Institute at its World Congress in Hamburg, the Council of Europe on the Platform for the Safety of Journalists and UNESCO. 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

The charity's work was financed by donations from UK and international media organisations to advance the safety of journalists and aggregate good practice across the news media industry.

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)

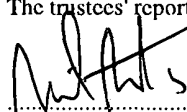
FOR THE YEAR ENDED 31 MARCH 2017

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.



N Ashton

Trustee

Dated: 14/12/2017

INSIUK

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF INSIUK

I report to the trustees on my examination of the accounts of INSIUK (the charity) for the year ended 31 March 2017.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

H W Fisher & Company

A G Rich

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

Dated: 15/12/17

INSIUK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2017

	Notes	2017 £	2016 £
<u>Income from:</u>			
Donations and legacies	3	165,665	142,161
Charitable activities	4	12,298	24,709
Investments	5	59	91
Total income		<u>178,022</u>	<u>166,961</u>
<u>Expenditure on:</u>			
Charitable activities	6	<u>157,043</u>	<u>152,470</u>
Net income for the year/ Net movement in funds		20,979	14,491
Fund balances at 1 April 2016		<u>156,756</u>	<u>142,265</u>
Fund balances at 31 March 2017		<u><u>177,735</u></u>	<u><u>156,756</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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 2017

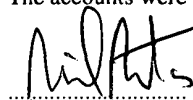
	Notes	2017 £	£	2016 £	£
Current assets					
Debtors	11	12,750		-	
Cash at bank and in hand		169,953		161,724	
		<u>182,703</u>		<u>161,724</u>	
Creditors: amounts falling due within one year	12	(4,968)		(4,968)	
Net current assets			<u>177,735</u>		<u>156,756</u>
Income funds					
Unrestricted funds			<u>177,735</u>		<u>156,756</u>
			<u>177,735</u>		<u>156,756</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 2017. 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 14/12/2017



N Ashton
Trustee

Company Registration No. 07635486

INSIUK

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2017

	Notes	2017 £	£	2016 £	£
Cash flows from operating activities					
Cash generated from operations	14		8,170		14,498
Investing activities					
Interest received		59		91	
Net cash generated from investing activities			59		91
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			8,229		14,589
Cash and cash equivalents at beginning of year			161,724		147,135
Cash and cash equivalents at end of year			169,953		161,724

INSIUK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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

The accounts have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). 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. The principal accounting policies adopted are set out below.

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.

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.

INSIUK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

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 payments 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.

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.

INSIUK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

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.

The Trustees do not consider there to be any estimates or judgements that are critical to the financial statements.

3 Donations and legacies

	2017	2016
	£	£
Donations and gifts	<u>165,665</u>	<u>142,161</u>

All income from donations and legacies in 2017 and 2016 was unrestricted.

4 Charitable activities

	Book sales	Website advertisement	Training income	Total 2017	Total 2016
	£	£	£	£	£
Sales within charitable activities	<u>178</u>	<u>400</u>	<u>11,720</u>	<u>12,298</u>	<u>24,709</u>

All sales income in 2017 and 2016 was unrestricted.

5 Investments

	2017	2016
	£	£
Interest receivable	<u>59</u>	<u>91</u>

All Investment income in 2017 and 2016 was unrestricted.

INSIUK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

6 Charitable activities

	2017 £	2016 £
Staff costs	84,041	73,522
Consultancy	35,320	51,028
Travel	21,820	4,010
Publishing	-	3,100
Safety training course	265	720
Foreign exchange difference	(3,104)	(2,931)
	<u>138,342</u>	<u>129,449</u>
Share of support costs (see note 7)	11,470	17,235
Share of governance costs (see note 7)	7,231	5,786
	<u>157,043</u>	<u>152,470</u>
Analysis by fund		
Unrestricted funds	<u>157,043</u>	
	<u>157,043</u>	
For the year ended 31 March 2016		
Unrestricted funds		<u>152,470</u>
		<u>152,470</u>

7 Support costs

	Support costs £	Governance costs £	2017 £	2016 £
Website	4,840	-	4,840	2,390
Sundry	1,381	-	1,381	9,953
Bank charges	244	-	244	245
Insurance	3,005	-	3,005	2,647
Rent	2,000	-	2,000	2,000
Accountancy	-	7,231	7,231	5,786
	<u>11,470</u>	<u>7,231</u>	<u>18,701</u>	<u>23,021</u>
Analysed between				
Charitable activities	<u>11,470</u>	<u>7,231</u>	<u>18,701</u>	<u>23,021</u>

Governance costs include payments to the Independent Examiner of £4,750 (2016: £4,740) for Independent Examination fee and £2,481 (2016: £948) for other services.

INSIUK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

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:

	2017	2016
	Number	Number
	<u>2</u>	<u>2</u>
Employment costs	2017	2016
	£	£
Wages and salaries	78,148	66,331
Social security costs	<u>5,893</u>	<u>7,191</u>
	<u>84,041</u>	<u>73,522</u>

There were no employees whose annual remuneration was £60,000 or more.

INSIUK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

10	Financial instruments	2017	2016
		£	£
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	12,750	-
		<u></u>	<u></u>
	Carrying amount of financial liabilities		
	Measured at amortised cost	4,968	4,968
		<u></u>	<u></u>
11	Debtors	2017	2016
		£	£
		2017	2016
	Amounts falling due after more than one year:	£	£
	Prepayments and accrued income	12,750	-
		<u></u>	<u></u>
12	Creditors: amounts falling due within one year	2017	2016
		£	£
	Accruals and deferred income	4,968	4,968
		<u></u>	<u></u>
13	Related party transactions		
	Remuneration of key management personnel		
	The remuneration of key management personnel is as follows.		
		2017	2016
		£	£
	Aggregate compensation	84,041	73,522
		<u></u>	<u></u>
	There were no related party transaction during the year (2016: none).		
14	Cash generated from operations	2017	2016
		£	£
	Surplus for the year	20,979	14,491
	Adjustments for:		
	Investment income recognised in statement of financial activities	(59)	(91)
	Movements in working capital:		
	(Increase) in debtors	(12,750)	-
	(Decrease)/increase in creditors	-	98
		<u></u>	<u></u>
	Cash generated from operations	8,170	14,498
		<u></u>	<u></u>