

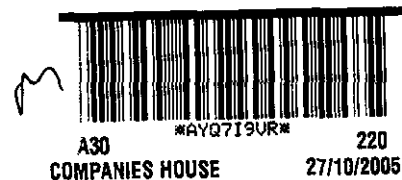
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**THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES**  
(A company limited by guarantee)

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**DIRECTORS REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2004



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# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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## THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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### LEGAL AND ADMINISTRATIVE INFORMATION For the year ended 31 December 2004

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#### **Directors**

Professor Dominic Abrams  
Dr Bob Blackburn (appointed 20/06/2005)  
Professor Miriam David, Chair  
Professor Michael Danson, Hon. Treasurer (appointed 20/06/2005)  
Dr Sara Delamont  
Professor Philip Davies (appointed 01/10/2005)  
Professor John Gardner (appointed 20/06/2005)  
Professor Nigel Gilbert (appointed 01/10/2005)  
Michael Jacobs (appointed 21/03/2005)  
Dr Janet Lewis (appointed 20/06/2005)  
Professor Henrietta Moore  
Professor Richard Munton (appointed 01/10/2005)  
Lord Parekh, President  
Ceridwen Roberts (appointed 01/10/2005)  
Eliot Stern (appointed 01/10/2005)  
Professor David Turner, Hon. Secretary  
Robert Upton (appointed 01/10/2005)  
Dr Arlene Vetere (appointed 01/10/2005)  
Professor Diane Berry (resigned 20/06/2005)  
Professor Ian Forbes (resigned 01/03/2005)  
Professor Peter Glasner, Hon. Treasurer (resigned 28/09/2004)  
Ms. Sally Hardy (resigned 28/09/2004)  
Professor Jean Martin (resigned 20/06/2005)  
Professor E Stina Lyon (resigned 20/06/2005)  
Michael Warren (resigned 20/06/2005)

**Company Registered Number**  
03847936

**Charity Registered Number**  
1088537

**Registered Office**  
School of Politics, University of Nottingham, Nottingham, NG7 2RD

**Secretary**  
Professor David Turner

**Auditors**  
Gotham Erskine, Friendly House, 52-58 Tabernacle Street, London, EC2A 4NJ

**Bankers**  
Lloyds TSB Bank plc, Lordship Lane, East Dulwich, London, SE22 8NA

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# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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## DIRECTORS' REPORT For the year ended 31 December 2004

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The Directors, who are also trustees of the charity for the purposes of charity law, submit their annual report and the financial statements of The Academy of Learned Societies for the Social Sciences (the Academy) for the year ended 31 December 2004. The Directors confirm that the annual report and financial statements of the Academy comply with current statutory requirements, the requirements of the Academy's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000.

### Method of appointment or election of Directors

The management of the Academy is the responsibility of the Directors who are elected and co-opted under the terms of the Articles of Association.

The Directors form the Council who manage the business of the Academy. The Council should consist of 18 elected members, 12 elected by the Committee of Learned Societies and 6 by the Committee of Academicians. Each member of the Council will serve for a term of three years and may be re-elected for an additional further term of three years.

### Constitution policies and objectives

The Academy is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 24 September 1999. The company received charitable status during 2001.

The principal object of the Academy is to promote excellence in, and encourage the advancement of, the social sciences in the United Kingdom. This is done through research, education and services to the community.

### Review of activities

The inaugural chair of Council for 5 years (November 1999- November 2004) - Professor Ian Forbes - resigned his post as chair in January 2005, as a result of professional and work pressures. Professor Miriam David became acting chair in January 2005.

Professor Forbes and colleagues on Council, assisted by the director of administration - Sharon Craig - produced very full and regular newsletters providing information on the Academy's activities and events, including the regular process of nominations and acceptances to becoming Academicians. The last such Bulletin - Issue No 9 - was produced in January 2005, giving information about members of the Academy's various committees, new Academicians and activities for 2004-5.

### Strategic Review of Administrative Arrangements:

Council decided at its meeting in February 2005 to undertake a strategic review of administration and the balance of activities between voluntary members of Council and other committees and the administration. This was in part because of the impending departure of Sharon Craig, as administrative director (part-time) and the database manager Jaxier Jergomiz, both of whom were located in Nottingham University, close to the chair of Council. Moreover, the accounts and database management of membership had changed location in the previous year 2004 from the RSA (and under the aegis of Sally Hardy), and was being relocated with the new treasurer Professor Mike Danson at the University of Paisley from the autumn of 2004. The Council have taken account of the concerns of the auditors and have put in place adequate systems of control in all areas.

The brief review of administrative and financial relations was discussed at the second Council meeting in March and decisions were made to advertise the post of Executive secretary (initially a part-time position of 4 days per week) as a prelude to more extensive discussions about a financial strategy and more general strategic and policy development.

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## THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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### DIRECTORS' REPORT (continued) For the year ended 31 December 2004

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Able assisted by Lisa Morrison Coultard, Executive and Administrative Officer of the British Psychological Society, a process was set in train for such an appointment. Advertisements appeared in April, applications were received in May, and interviews held in June for the post (6 members of Council comprised the interviewing panel). 6 strong candidates were short-listed from a very strong field of over 30 applicants.

#### **Appointment of Executive Secretary:**

Dr Caroline Bucklow has been offered and accepted the post of Executive Secretary, with effect from September 2005. A former academic social scientist, having taught business and organisational behaviour at the Open and Coventry Universities, she is also a former chief executive of British Accreditation Council for Independent FE and HE and for the Institute for Learning and Teaching in Higher Education. She thus comes to the Academy with a very strong record of senior administration and financial and strategic development. We are absolutely delighted to be able to announce this appointment.

#### **Journal of the Academy: Society**

During the past 6 months arrangements with Taylor and Francis/Routledge have been finalised and a contract signed for the publication of the Academy journal, co-edited by Professor Peter Glasner and Miriam David. Other members of the team included Jo Campling as publishing consultant and Sally Hardy. The editorial board is made up of 8 members of the Academy and Academicians. A call for papers has been made and publication will start in 2006.

#### **Activities and Events:**

The first annual debate, organised by the Committee of Academicians, and especially Professor Philip Davies, was held at the Eccles Centre of the British Library on March 20th. It was a highly successful event with discussion on the role of the USA and EU in relation to British politics and policy, in view of the impending election.

After the debate a major reception was held to thank Professor Forbes for all of his work in bringing the Academy to fruition from the ALSISS. Without his dedication and contribution the Academy would not have been so successfully established.

Another key event was held on Ethics of Social Research organised by the Committee of Learned Societies. This followed a series of consultations on ethical scrutiny by the ESRC and held at the Nuffield Foundation. This will also lay the basis for future events.

Taylor and Francis have also agreed to fund about 6 events per annum to develop and support the work of the journal.

#### **A record of Thanks:**

The Academy would like to record their thanks to those who serve on Council, and especially the Secretary - Professor David Turner - and Treasurer - Professor Mike Danson - for their work during this period. Also they particularly would like to acknowledge the work of the two practitioner academicians on Council - Dr Elliot Stern and Dr Arlene Vetere - who have been very important in helping with the strategic review of organisational development. In addition, Professor Richard Munton has been invaluable in steering our academic developments during this period. Other colleagues on Council - Dr Bob Blackburn and Professor Dominic Abrams - have also provided invaluable help and advice. Most importantly our President, Lord Bhikhu Parekh, has provided enormous support and advice and been a constant source of encouragement.

We would also like to record our sadness at the departure of other members of Council - Sally Hardy and Jean Martin - given all their hard work and contribution. However, both of them are making major contributions to new activities, namely Sally on the new journal and Jean on the Committee of Academicians.

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## THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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### DIRECTORS' REPORT (continued) For the year ended 31 December 2004

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Thanks are also due to new members of the Committee of Academicians and the Committee of Learned Societies, and those who have been willing to join us on the Council during this period. Thanks are also due to those members of the Academy who have been willing to serve on the editorial board of the journal and who work so hard on the other committees, such as the nominations committee and in organising and sponsoring events.

Finally, a record of thanks to Professor Ian Forbes for his unstinting and dedicated work for the Academy over the last 6 years, and before in his work for ALSISS. The entire social science community owes a huge debt of gratitude to him and the other active members of the Academy for vision and dedication over many years.

Finally we would like to thank you all for your continued support of the Academy, and we look forward to the work and activities over the next year.

#### **Reserves policy**

It has been agreed that under the reserves policy, general ('free') reserves should equate to between 25 and 30% of turnover and the Academy will seek to achieve and maintain this position.

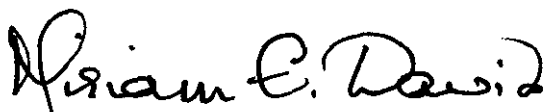
#### **Directors' responsibilities**

Company and charity law applicable to charities in England and Wales requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Academy and of the surplus or deficit of the Academy for that period. In preparing those financial statements the Directors have:

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on a going concern basis (unless it is inappropriate to presume that the Trust will continue in operation).

The Directors have overall responsibility for ensuring that the Academy has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Academy and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Academy and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

This report was approved by the Directors on 18 October 2005 and signed on its behalf, by:



Professor Miriam David, Chair of  
Council

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## **THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES**

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### **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES**

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We have audited the financial statements of The Academy of Learned Societies for the Social Sciences for the year ended 31 December 2004 which comprise the Statement of Financial Activities and Balance Sheet, with the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) under the historical cost convention and the accounting policies set out therein.

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 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 opinion we have formed.

#### **RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND AUDITORS**

As described in the Statement of Directors' Responsibilities the Directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 and the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities", published in October 2000. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the Academy 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 Directors' remuneration and transactions with the Academy is not disclosed.

We read the Directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

#### **BASIS OF AUDIT 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 Directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Academy's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the 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. However, the evidence available was limited because £83,566 of the company's incoming resources comprised membership fees where there was no supporting evidence. In addition there was limited evidence for £4,791 debit card payments, over which there was no system of control on which we could rely for the purpose of our audit. There were no other satisfactory audit procedures that we could adopt to confirm that membership income was properly recorded.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

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## THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

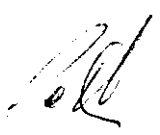
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#### QUALIFIED OPINION ARISING FROM LIMITATION IN AUDIT SCOPE

Except for any adjustments that might have been found to be necessary had we been able to obtain sufficient evidence concerning membership income and credit card payments, in our opinion the financial statements give a true and fair view of the state of the Academy's affairs as at 31 December 2004 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

In respect alone of the limitation on our work relating to membership income and credit card payments:

- we have not obtained all the information and explanations that we considered necessary for the purpose of our audit; and
- we were unable to determine whether proper accounting records had been maintained.



**Gotham Erskine**  
Chartered Accountants  
& Registered Auditors

Friendly House  
52-58 Tabernacle Street  
London  
EC2A 4NJ

Date:

25/10/05



# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

## STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account) For the year ended 31 December 2004

	Note	Unrestricted Funds 2004 £	Total Funds 2003 £
<b>INCOMING RESOURCES</b>			
Donations, legacies and similar incoming resources		1,190	2,175
Activities in furtherance of the charity's objects		83,566	79,681
Investment income		-	727
<b>TOTAL INCOMING RESOURCES</b>		<b>84,756</b>	<b>82,583</b>
<b>RESOURCES EXPENDED</b>			
<i>Charitable expenditure:</i>			
Costs of activities in furtherance of the charity's objects:			
Staff costs		8,474	16,305
Other costs		31,144	74,977
		-	-
Resources expended on managing and administering the charity		4,053	4,366
<b>TOTAL RESOURCES EXPENDED</b>	2	<b>43,671</b>	<b>95,648</b>
<b>MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		<b>41,085</b>	<b>(13,065)</b>
TOTAL FUNDS AT 1 JANUARY 2004		27,106	40,171
<b>TOTAL FUNDS AT 31 DECEMBER 2004</b>		<b>£ 68,191</b>	<b>£ 27,106</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 11 form part of these financial statements.

# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

## BALANCE SHEET As at 31 December 2004

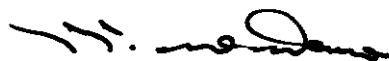
	Note	£	2004 £	£	2003 £
<b>CURRENT ASSETS</b>					
Debtors	5	-		26,065	
Cash at bank		83,686		60,157	
		<u>83,686</u>		<u>86,222</u>	
<b>CREDITORS:</b> amounts falling due within one year	6	(15,495)		(59,116)	
			<u>68,191</u>		<u>27,106</u>
<b>NET ASSETS</b>		£	<u>68,191</u>	£	<u>27,106</u>
<b>CHARITY FUNDS</b>					
Unrestricted - General Funds			<u>68,191</u>		<u>27,106</u>
		£	<u>68,191</u>	£	<u>27,106</u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the directors on 18 October 2005 and signed on their behalf, by:



Professor Miriam David, Chair



Professor Michael Danson, Hon. Treasurer

The notes on pages 9 to 11 form part of these financial statements.

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# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

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## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

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### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2000, applicable accounting standards and the Companies Act 1985.

#### 1.2 Company status

The Academy is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the Academy being wound up, the liability in respect of the guarantee is limited to £1 per member of the Academy.

#### 1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Academy and which have not been designated for other purposes.

#### 1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Academy is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

#### 1.6 Cash flow

The financial statements do not include a cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### 1.7 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

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 bases:

Computer Equipment	-	25%	straight line
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# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

### 2. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff Costs 2004 £	Other Costs 2004 £	Total 2004 £	Total 2003 £
Staff costs	8,474	-	8,474	16,305
Other costs	-	31,144	31,144	74,977
Resources expended on managing and administering the charity	-	4,053	4,053	4,366
Total resources expended	£ 8,474	£ 35,197	£ 43,671	£ 95,648

### 3. NET INCOMING RESOURCES / (RESOURCES EXPENDED)

This is stated after charging:

	2004 £	2003 £
Depreciation of tangible fixed assets:		
- owned by the charity	-	539
Auditors' remuneration	3,748	3,748
Auditors' remuneration - non audit	305	618

During the year, no Directors received any remuneration (2003 - £NIL).

During the year, no Directors received any benefits in kind (2003 - £NIL).

Directors received reimbursement of expenses amounting to £121 in the current year (2003 - £1727), which related to the cost of travelling to meetings.

# THE ACADEMY OF LEARNED SOCIETIES FOR THE SOCIAL SCIENCES

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

### 4. STAFF COSTS AND NUMBERS

Staff costs were as follows:

	2004 £	2003 £
Salary	8,026	15,000
Social security costs	447	1,305
	<u>£ 8,473</u>	<u>£ 16,305</u>

The average monthly number of employees during the year was as follows:

	2004 No.	2003 No.
	-	1
	<u>-</u>	<u>1</u>

No employee received remuneration amounting to more than £50,000 in either year.

### 5. DEBTORS

	2004 £	2003 £
<b>Due within one year</b>		
Academicians fees due (net of bad debt provision)	-	24,950
Prepayments and accrued income	-	1,115
	<u>£ -</u>	<u>£ 26,065</u>

### 6. CREDITORS:

Amounts falling due within one year

	2004 £	2003 £
Loan creditor	10,000	10,000
Trade creditors	471	868
Social security and other taxes	707	-
Academician's & Member Societies fees in advance	-	44,235
Accruals	4,317	4,013
	<u>£ 15,495</u>	<u>£ 59,116</u>

The loan is interest free and repayable when donations have been received totalling more than £20,000.