



onCore UK

(A company limited by guarantee)

Annual Report and Accounts

for

The Year Ending 31st March 2009

Registered Charity Number 1111606

Company Number 05370380

A charity funded by



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(A company limited by guarantee)

Report and Accounts

Year ending 31st March 2009

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Reference and administrative details

Registered Charity number: 1111606
Company number: 05370380

Registered Office: 61 Lincoln's Inn Fields, London, WC2A 3PX. (until 15/10/2009)
Devonshire House, Manor Way, Borehamwood, Herts, WD6 1QQ. (since 15/10/2009)

Operational Address: Devonshire House, Manor Way, Borehamwood, Herts, WD6 1QQ.

Auditors: Horwath Clark Whitehill LLP, St Bride's House, 10 Salisbury Square, London, EC4Y 8EH.

Bankers: Lloyds TSB Bank, Pall Mall St James's Branch, 8-10 Waterloo Place, London, SW1Y 4BE.

Alliance and Leicester Commercial Bank, 12 Park Square West, London, NW1 4LJ.

Legal Advisors: Morgan Cole Solicitors, Buxton Court, 3 West Way, Oxford, OX2 0SZ.

Web site and Information: <http://www.oncoreuk.org>

Directors, trustees and officers:

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees and officers serving during the period of this report and since the period end were as follows:

Trustees: Professor Colin C Bird CBE (Chair)

Dr Russell D Hamilton

Ms Lynne Robb (until 18/10/2009)

Dr Peter Sneddon (since 18/10/2009)

Mr Derek Stewart OBE

Dr Frances Rawle

Professor David Cameron

Company Secretary: Ms Diane E Scott (until 03/09/2009)
Miss Julieann Cambridge (since 03/09/2009)

Chief Executive Officer: Dr Brian J Clark

Report of the trustees for the year ended 31st March 2009

The trustees are pleased to present their report together with the financial statements of the charity for the financial year ending 31st March 2009.

onCore UK has taken advantage of the option conferred by The Charities (Accounts and Reports) Regulations 2008 which allows it to present aspects of the simplified annual report applicable to smaller charities. The report of the directors has been prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies.

Structure, Governance and Management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 21st February 2005 and registered as a charity on 10th October 2005. Originally registered under the name of *National Cancer Tissue Resource*, the name was changed to onCore UK with effect from the 5th May 2005.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The objects were amended on 27th February 2009 following the consent of the Charity Commission on 22nd February 2009.

The existing members are the *Medical Research Council* and *Cancer Research UK*, as the subscribers to the Memorandum. Further membership is limited to persons approved by existing members and who consent to membership.

Appointment of trustees

As set out in the Articles of Association, trustees are appointed either: nominated by the members, each of whom may appoint one trustee (Lynne Robb and Peter Sneddon are nominees of Cancer Research UK; Frances Rawle is a nominee of the Medical Research Council); nominated by the Secretary of State for Health, who may nominate one trustee (Russell Hamilton); or, by agreement of all members and the Secretary of State for Health (Derek Stewart, David Cameron and Colin Bird). Trustees are appointed for a term of 3 years, but are eligible for reappointment for further terms without limitation.

Due to the nature of human biosample and data banking to support cancer research, much of the charity's work inevitably focuses upon patients and the medical research community. The trustees seek to ensure that the needs of these groups are appropriately reflected through the diversity of the trustee body, as particularly reflected in the appointments of Mr Derek Stewart, who is a patient advocate and a former cancer patient, and Professor Colin Bird and Professor David Cameron, both of whom are renowned for their experience as academic cancer researchers. The more traditional business and administrative skills are also well represented on the board of trustees.

Trustee induction and training

New trustees undergo orientation by the provision of a Trustee's Induction Pack to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the decision making processes, the business plan, minutes of recent meetings of the Board of Trustees and recent financial performance of the charity.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Trustees are provided with access to key or updated publications from the Charity Commission, including its newsletter, the National Council for Voluntary Organisations and from other bodies according to relevance to this charity.

Organisation

The Board of Trustees is responsible for the strategic direction and policy of the charity. The board meets at a minimum frequency of quarterly - there are, at present, no sub-committees and all business is administered by the entire board. The Secretary also attends meetings of the board but has no voting rights.

Employees

A Chief Executive Officer is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within terms of delegation approved by the trustees, for operational matters including matters of finance, employment, stakeholder communications and performance related activity. The Chief Executive Officer is responsible for ensuring that the charity delivers the charitable activities specified in its business plan and that key performance indicators are met. The Chief Executive Officer is assisted by a small team of staff.

The size and scope of the central administrative and technical staff diminished towards the end of this financial year in response to a strategic decision to evolve and refocus the charitable activities, although in the earlier part of the year it had grown to meet the needs of expanding activity.

Volunteers

During the financial year ending 31st March 2009 the charity had two volunteers working with us on short-time bases as interns. These volunteers made important contributions to our 1) cancer biobanking and supply services and 2) biobanking standards workstreams.

In addition, whilst actively pursuing the cancer biobanking and supply workstream this charity relied on a significant contribution from a very different type of volunteer – patients who donated samples from their bodies, of blood and tissues, to our biobank so that they may be used in future cancer research. The charity would not have been able to serve as a cancer research biobank without these voluntary donations and the generosity of the patients who provided them. Four hundred and thirty patients volunteered to donate samples during this financial year (c.f. ninety seven in 2007-2008). onCore UK is proud to have been able to assist these patients make their very personal contributions to the cancer research effort.

We are grateful to all our volunteers for the support and generosity they have provided.

Related parties

Details of related party transactions are referred to in note 17 to the Accounts.

In so far as it is complementary to the charity's objects, the charity is guided by national and international policy and best practice. It has forged strategic and tactical relationships as a consequence.

At the national level, cancer research in the UK is coordinated through the *National Cancer Research Institute* (NCRI), which is a partnership between the government, charity and industry to promote co-operation in cancer research among the member organisations for the benefit of patients, the public and the scientific community. The Administrative Director of NCRI attends meetings of the board of trustees of onCore UK, but has no voting rights. This ensures that onCore UK operates its business with an awareness of the overall strategic direction for cancer research in the UK. In practical terms, many of the activities undertaken by onCore UK are conducted on behalf of the NCRI.

Funding is made available to onCore UK by the members (*Medical Research Council and Cancer Research UK*). Funding from the *Department of Health* (England) is provided through the *Medical Research Council* and is in addition to the funding provided from the *Medical Research Council* itself. Although the charity has close working relationships with its funders, no individual funder has a controlling influence over onCore UK. Professor Bird is also a trustee of *Cancer Research UK*.

The relationship with the *Department of Health in England* (and similarly with the equivalents in the UK devolved administrations) ensures that onCore UK operates its business according to the requirements of government for research governance, within the context of the management of research and development in the NHS. The relationship with the *Medical Research Council* (MRC) ensures that onCore UK may benefit from access to the experience and infrastructure that MRC employs in other areas of biobanking or other aspects of its medical research portfolio that interfaces with biobanking. *Cancer Research UK* (CR-UK) provides onCore UK with some cost-effective business support services and ensures that onCore UK may benefit from access to the experience and infrastructure that CR-UK employs.

The charity has a close relationship with other organisations operating similar services and that share onCore UK's passion for high quality, ethical and principled biobanking for the benefit of cancer research. Within the UK these organisations include those that are members of the NCRI *Confederation of Cancer Biobanks*. onCore UK can both learn from and contribute to the experiences of these "sister" organisations, common or harmonised standards can be developed for aspects of our work and joint planning can be undertaken to avoid unnecessary competitive positions.

onCore UK is also in productive contact with a variety of other parties that represent key stakeholders or comparable organisations overseas and is a founding member of the international expert group on human research biobanks known as the *Marble Arch International Working Group on Biobanking for Biomedical Research* and has membership of the *International Society for Biological and Environmental Repositories* (ISBER).

Risk management

The trustees regularly review the register of major risks facing the charity and the register is updated annually.

Where appropriate, systems or procedures have been established to manage the risks the charity faces.

Objectives and principal activities

The financial year 2008-2009 was a year of significant challenges, opportunities and changes for onCore UK. During this financial year the charity changed its remit and focus and restructured to meet its new roles.

For much of this financial year the charity's main objects were summed up in its (then current) mission statement:

"Serving as a national cancer biosample and information resource to enable research towards the discovery and development of new interventions against cancer".

In doing so, onCore UK pursued its plans to assemble a large scale cancer biobank. This intended to improve the availability of high-quality and fit-for-purpose biological samples donated by cancer patients, coupled to detailed information about the donors and the samples, so that these will be accessible to support cancer research for the benefit of future patient care. However, in January 2009 a strategic decision was made to cease most activities associated with this goal and to gradually wind down until all such activities had been completed.

The trustees, supported by the original funders of the charity and the wider cancer research community through the NCRI partners, agreed to refocus the work of the charity on new objects that are summed up by a new current mission statement:

"Serving as an action team that informs, coordinates and develops cancer biobanking to enable research towards the discovery and development of new interventions against cancer".

With the approval of the Charity Commission, the objects of the charity were amended and work to restructure and refocus the charity commenced in February 2009 to meet this new mission.

Under its new objects, onCore UK continues its advance as a leader in cancer biobanking in the UK and overseas. For example, onCore UK is working in partnership with other cancer biobanks to create and promulgate new harmonised quality and operational best-practices and adopt common access policies and procedures for enhanced access for researchers to a wider collection of samples.

The activities discontinuing as a result of the change in remit are:

- Cancer biobanking and biosample supply services.
- Development and maintenance of the biobank information management system.

The key activities that would continue to be pursued following the change in remit are:

- Support for the growth and development of the NCRI Confederation of Cancer Biobanks.
- Continue the movement to achieve recognised quality benchmarks for biobanking best practice.
- Continue work to foster a widely acceptable policy for access to donated biosamples and accompanying information.
- Continue work to promote the concept of a biobank donor forum.
- Further contribute to the work of the NCRI Task Force on Pathology and Research.
- Improve all aspects of stakeholder communications relating to research biobanking.

How our activities deliver public benefit

The trustees have paid due regard to the guidance from the Charity Commission on public benefit in deciding what activities the charity should undertake. In this regard they specifically sought the consent of the Charity Commission for the amendments to the objects of the charity that were implemented during this financial year.

Our main activities and who benefits from them are described below. All our activities are focused on the furtherance and success of cancer research using donated human biosamples and are undertaken for the benefit of the public, specifically with the intention to protect and improve human health.

The ultimate beneficiaries of our work are the public whom it is hoped may be prevented from having cancer or who may be more effectively diagnosed or treated if they develop cancer. They will gain this benefit as a result of research that produces significant advances in knowledge that translate into new methods of preventing, diagnosing or treating disease. The work of this charity is to support effective cancer research based on the use of human biosamples.

As our ultimate beneficiaries are located in the future, there are several more immediate and intermediate beneficiaries who can also gain from our work.

Current cancer patients who are given the opportunity to donate biosamples from their body benefit from their ability to actively make a very personal contribution to research. This is a benefit cherished by many patients who elect to support the research effort against cancer in this way.

It is not only the patients who have donated samples *directly* to onCore UK's biobank that can benefit from our work. The work we do in support of the wider research biobanking field also provides this benefit to patients who donate to a variety of other biobanks in the UK and overseas; in the field of cancer research and in relation to research into other diseases. This benefit particularly relates to the work we do in supplying information, education, knowledge and leadership in the field. Specific examples include our work fostering the Confederation of Cancer Biobanks, promoting biobanking best practice, openly publishing a template for the development of access policies, convening a donor forum and our wider communications workstreams.

In addition to patients, their carers and relatives can derive comfort and future health benefits from the research that our work supports and the ethical, governance and practical standards that we promote.

Researchers who make use of biosamples in their work can also benefit from our activities where we help make their research more relevant and based on high quality, well annotated and more accessible human biosamples.

More peripherally, tax payers and donors of charitable funds that financially support research work using human biosamples can benefit from the knowledge that their monies are being put to good and effective use.

Achievements and performance

The following text details the charitable activity related to our major goals during 2008-2009.

Discontinuing Activities

I. Cancer Biobanking and Biosample Supply Services

onCore UK continued to work on its cancer biobanking and biosample supply services throughout the entire financial year although a decision to discontinue this work was made in principle in January 2009. The primary focus for much of the year remained on the inbound aspects of sample acquisition, to develop an inventory of samples and to establish onCore UK as a credible future source of biosamples for use in research. This activity generated fewer donations of samples than desired and at a rate of acquisition below that deemed as representing an appropriate return on investment.

As a result, a decision was taken to discontinue this workstream, dissolve all contracts associated with donor recruitment and sample acquisition with our partner NHS Trusts and prepare to divest those samples that had been acquired. Exceptional costs were incurred as a result of ceasing this work, some of which spanned the financial year end. Such costs have been included in the financial statements contained in these Report and Accounts.

Overall this workstream accounted for 33% of the costs of charitable activities (direct and indirect) during this financial year (c.f. 37% in 2007-2008).

2. Development and maintenance of the biobank information management system

To operate a modern high quality biobanking service, onCore UK required a state-of-the-art information management system to support its biosample banking operations. During the period January to March 2007 inclusive, the charity undertook the development of a software and hardware capability to meet the most pressing of the requirements. This work was completed in the financial year 2007-2008 with the delivery of the "CELL" system. CELL is a custom modification of a commercial laboratory information management system designed to manage biosamples. This system is able to track samples "end-to-end" from donors in the NHS, to the repository and to end-user researchers. Additionally, this system is highly secure and capable of storing sensitive personal health information about donors. The CELL system has been in use since the recruitment of the first onCore UK donor in July 2007. The system is installed in a third party secure data centre to protect the sensitive data and ensure that routine risk management, such as system back up, is professionally managed.

Since its implementation, user feedback allowed modifications and enhancements to be made to improve the system. For example, during this financial year, the charity conducted work to allow receipt of electronic donor-related data from a Cancer Registry and preclude the need for repeated manual data entry. Programming work to map data fields from dummy registry data to the onCore UK data model was in progress until the decision to cease this workstream.

Work also commenced in-house during this financial year to develop an e-portal to enable researchers to search for and request samples from our bank. This work ceased with the decision to refocus the remit of the charity.

Since the financial year end the use of the CELL system has continued to support the work to gradually distribute the biosamples held by onCore UK. Secure hosting of identifiable donor-related data has continued to be important and associated costs have been incurred as a result. It is expected that these costs will cease during the financial year 2009-2010 once all biosamples have been divested and the need to use data within this system has stopped.

Other exceptional costs associated with the write-off of software and hardware assets and closure of contracts associated with this workstream have been included in the financial statements contained in these Report and Accounts.

Support and maintenance of existing systems supporting the functioning of CELL or the office-based activities of the charity (including those that will continue to be used) took place throughout this financial year and included support and maintenance contracts and licence renewals or system upgrades.

Overall this workstream accounted for 40% of costs of charitable activities (direct and indirect) during this financial year (c.f. 46% in 2007-2008).

Continuing Activities

3. Support for the growth and development of the Confederation of Cancer Biobanks

onCore UK initiated the creation of an alliance with other existing cancer biobanks in the UK. The *Confederation of Cancer Biobanks (CCB)*, formed in October 2006 under the auspices of the NCRI, grew during the year to 31st March 2009 from 9 to 11

members, increasing the range of biobanks and the geographical coverage of member banks.



In addition to growing its membership, the main achievement of the CCB during the financial year to 31st March 2009 was the organisation of the *Ethics and Governance in Cancer Biobanking* workshop in January 2009. Attended by almost two hundred delegates from the UK and overseas, this one day workshop brought together biobankers, researchers, ethicists, patients, regulators, research funders, research administrative staff and other interested parties to hear about and discuss key aspects of ethics and governance in cancer biobanking. onCore UK organised and hosted the workshop, contributed one presentation and exhibited its information stand to delegates. Following the workshop and the financial year end, onCore UK has published a monograph report of the workshop on behalf of the CCB. This monograph is available for download from the charity's website in addition to the CCB website.

Following the refocus of the charity, onCore UK has assumed the secretariat function for the CCB on behalf of the NCRI and the CCB members. onCore UK remains committed to the success of the CCB and will participate actively in all its initiatives. For more information see the NCRI CCB website.¹

Overall this workstream accounted for 7% of costs of charitable activities (direct and indirect) during this financial year (c.f. 3% 2007-2008).

4. Continue the movement to achieve recognised quality benchmarks for biobanking best practice

Research biobanking, in contrast to biobanking for therapeutic purposes (such as blood transfusion or cell / tissue transplantation), is a field for which there is no UK or internationally recognised quality management standards. This is problematic as diverse approaches have developed in different biobanks resulting in little agreement on best practice in this field and poor interoperability for sample exchange or pooling between biobanks. Science using samples derived from a number of banks is compromised as a result.

Through its participation and support for the NCRI CCB, onCore UK has continued to push forward the agenda for recognised biobanking standards and has been active in leading the field in this respect.

During this financial year, onCore UK investigated how it might seek certification and accreditation, if possible, against standards appropriate to its work and to continue to drive forward the arguments for quality management standards in our field.

¹ <http://www.ncri.org.uk/default.asp?s=1&p=8&ss=6>

We implemented quality management software that provides, among other functions, document control capability. We continued to write, administer and publish standard operating procedures such that our own work and that of others in the field might benefit from a quality managed approach.

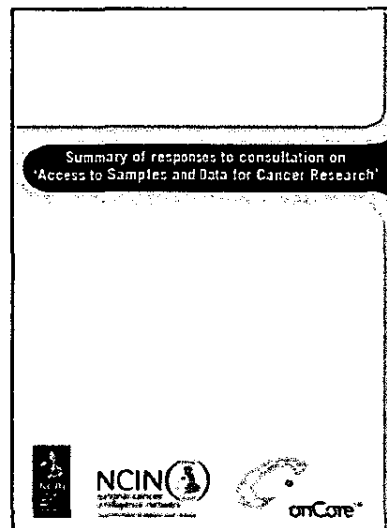
We also continued to develop and review our internal policies and publish these as examples for others in the field.

Overall this workstream accounted for 15% of costs of charitable activities (direct and indirect) during this financial year (c.f. 10% 2007-2008).

5. Establish a widely acceptable template for the development of policy for access to donated biosamples and accompanying information

Biobanks are required not only to increase the number of donated human biosamples available for use in biomedical research, but also to improve the *accessibility* of these samples to researchers. As biobank resources also include information about the donors (their health, treatment and outcomes) as well as data about the samples created by the biobanking process, policies and practices relating to access need to account for access to data as well as biosamples. Ease of access to biobank resources under appropriate and proportionate controls remains a key issue for all research biobanks.

To address this problem, onCore UK combined its efforts with those of the NCRI and the *National Cancer Intelligence Network* (NCIN) to create a working group to consult on and draft a template for the development of policies relating to access to donated samples and health information for use in research. This working group was chaired by Dr William Lowrance, an internationally renowned consultant on bioethics and health policy.



During the financial year reported here, this working group conducted a wide stakeholder consultation exercise and published a summary of the responses to the initial consultation in February 2009.

This consultation led to the drafting of a template document which, after further consultation with key regulators, patient advocates and legal advisors, resulted in the publication of the template for access policy development in the period since this financial year end (June 2009). onCore UK part funded a member of staff within NCRI / NCIN to assist with this workstream.

Overall this workstream accounted for 1% of costs of charitable activities (direct and indirect) during this financial year (c.f. 1% 2007-2008).

6. Donor forum

onCore UK recognises the prime importance of patients who donate samples and personal health information for use in research. The charity exists to facilitate the altruistic donations from such patients to the research community in the hope that cancer research will produce advances against cancer that will, ultimately, return a benefit to future patients and the wider public. Therefore, onCore UK recognises the importance of providing a voice to patients who have donated samples and personal information such that their opinions might influence how biobanks conduct their work.

onCore UK launched a "Donor Forum" in December 2007. Participation in the Forum was voluntary and required donors to opt in. Registration cards were made available to all donors via our partner NHS Trusts and the card could also be downloaded from our website. The Donor Forum gave donors an opportunity to stay in contact with onCore UK and share experiences as both a patient and a donor.

The Donor Forum remained in its early stages during this financial year with relatively few members. Participants received copies of a quarterly newsletter, onCore UK NEWS, which had a dedicated section aimed at donors.

With the change in remit of the charity we will now investigate how the Donor Forum concept can be grown to include members who have made biosample donations to other biobanks.

Overall this workstream accounted for no significant costs (direct and indirect) during this financial year (c.f. 4% of costs in 2007-2008).

7. Support the work of the NCRI Task Force on Pathology and Research

Biomedical research and translational research in particular, depends on biosamples, their processing, analysis and interpretation. In the UK much of this activity requires the services of NHS pathology laboratories. The provision of NHS pathology services in England has recently been independently reviewed by Lord Carter of Coles on behalf of the Department of Health.² This review had the potential to recommend reconfiguration of services in ways that could impact significantly on their ability to conduct or support biomedical research. As a result it was felt to be important that the review recognised the value of translational research and that the recommendations supported, or at least did not run counter to, research.

onCore UK, working with the NCRI Translational Clinical Studies Group and the NCRI secretariat, followed the progress of Lord Carter's review and met with the review team several times to try to ensure that research needs were being considered. onCore UK's Chief Executive and the Chair of the NCRI Translational Clinical Studies Group wrote a paper for the NCRI Board calling for the establishment of a task force to foster the role of NHS pathology services in cancer research. This task force was established under the auspices of the NCRI with onCore UK's Chief Executive as a member.³



² <http://www.thecarterreview.com/>

³ <http://www.ncri.org.uk/default.asp?s=1&p=5&ss=13>

The Task Force examined a range of factors important for research including resources, academic pathology, education and public engagement, and incentives / reimbursement models for research support.

onCore UK supported the work of the Task Force throughout the financial year subject to this report and is continuing to do so. Since this financial year end the report of the Task Force has been published (October 2009) and several of the key actions from the report are now being taken forward by onCore UK on behalf of the NCRI.

Overall this workstream accounted for 1% of costs of charitable activities (direct and indirect) during this financial year (c.f. 1% 2007-2008).

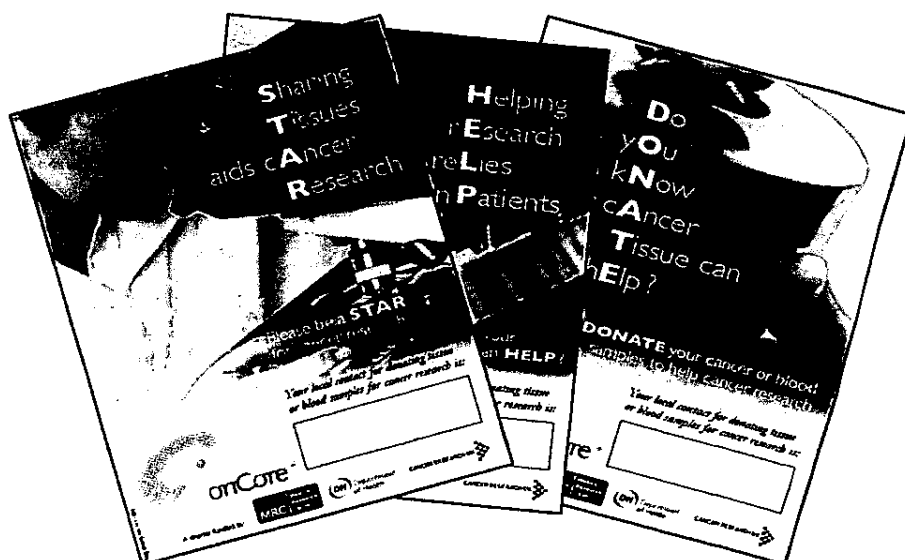
8. Communications

Communications activities are key to the delivery of public benefit by onCore UK.

The charity has continued to use and develop its website as its primary communications medium. The website has been maintained regularly to ensure that its content is contemporary, reflects past activity and has an accessible and informative purpose.

Our newsletter, *onCore UK NEWS*, has continued to be published throughout this financial year. This publication is aimed at all our stakeholders and was published twice during this financial year. All editions are published on-line⁴ and are also available in printed copy for those who request it.

A significant milestone for communications was the creation of a suite of six ethically approved patient recruitment posters suitable for display in clinic waiting areas or hospital wards to inform patients of the opportunities that exist for supporting research through biosample donation. These posters are available for download from our website and are free for use by any organisation involved in biosample donor recruitment.



⁴ http://www.oncoreuk.org/pages/info_news.html

In the press the work of onCore UK in human cancer research biobanking was reported in and/or contributed to three feature articles in *Molecular Oncology* (July 2008), *Cancer World* (June 2008) and *Times Higher Education Supplement* (September 2008).

onCore UK also contributed several presentations by staff at a wide variety of workshops, conferences and other events. In addition, our information stand was present at the annual NCRI Cancer Conference in October 2008.

Since this financial year end, the charity has recruited a new senior member of staff to lead all aspects of communications and drive forward this important means of delivery public benefit.

Overall this workstream accounted for 2% of costs of charitable activities (direct and indirect) during this financial year (c.f. no significant costs in 2007-2008).

9. Other Activities and Achievements

During this financial year, the charity maintained its independent external *Ethics and Standards Advisory Panel* to provide expert external advice to the Trustees and Executive of onCore UK on the bioethics of the donation and use of human biosamples in medical research. Since the financial year end this panel has been dissolved in response to the refocused remit of the charity.

onCore UK has continued to participate in and influence the direction of research tissue banking in the UK and overseas. For example, it remains a key participant in the *Marble Arch International Working Group on Biobanking for Biomedical Research*. It is also an associate member of the EU project - *Biobanking and Biomolecular Resources Infrastructure* (BBMRI).

Financial review

During this financial year the charity was in a sound financial position. As a consequence of the refocusing and restructuring of the organisation, funding is forecast to be sufficient to cover the costs of the next accounting period.

The charity is now operating under a new business plan covering the period 2009-2010 and a forward prediction of both activities and costs has been conducted for the period thereafter. Further funding will be required to sustain the charity beyond the financial year 2010-2011. This will be dependent on the future need for the organisation and on the evaluation of the funders on the success of the current business plan.

Principal Funding Sources

The principal funding for the charity has previously been by way of grant income from the *Medical Research Council* (MRC), *Department of Health* (England) via the MRC and *Cancer Research UK*. In the year to 31 March 2009 no grant funding was received. The only sources of income related to investment income and a small amount of income generated in relation to running an event.

Charitable Activities

The funds used during the reporting period amount to £1,185,735 (2008: £980,490), of which £1,177,486 (2008: £970,746) was expended on charitable activities and £8,249 (2008: £9,744) on governance-related costs. Costs of charitable activities principally involved staff and information technology-related costs (see notes 5 and 6 in Notes to Accounts for further analysis of charitable expenditure).

Investment Policy

Most of the charity's funds are intended to be spent in the short-term and so no funds are held for long-term investment. Any surplus funds are currently held in competitive interest earning accounts and the trustees actively monitor the balance of funds held. A review of this investment policy is undertaken on a regular basis. As a result, if the trustees consider it appropriate, given cash-flow forecasts, consideration will be given to investing the charity's resources in another manner.

Reserves Policy

The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed in tangible fixed assets held by the charity – its 'free reserves' – should be maintained at a level at least sufficient to fund a solvent close down of the charity's business should this be necessary. During the reporting period, a reserve of £450,000 was considered sufficient to cover the net liabilities that are anticipated to arise should this happen.

As a result of the change in focus and objects of the charity, the trustees have secured agreement from the funders that any funds held by the charity can be freely used in pursuit of workstreams within a business plan that aims to fulfil the amended objects of the charity and need not be restricted for uses related to the previous objects.

The free reserves at 31st March 2009 were £1,435,290. In calculating free reserves, the trustees have excluded from total funds onCore UK's tangible fixed assets with a net book value of £6,164. The charity has no agreements for further grant income at present. Therefore, these free reserves are the total finances available for the charity to fund its charitable activities until further income can be generated.

The trustees consider it is prudent to ensure that there are sufficient reserves to provide financial flexibility for forthcoming challenges. The trustees receive budget forecasts that propose levels of reserves for the working capital requirements of the charity and to cover a solvent close down of the charity's business should this be necessary.

Statement of trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the incoming resources and resources expended of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the charity's trustees, we certify that:

- Insofar as each of the trustees of the charity at the date of approval of this report is aware, there is no relevant audit information (information needed by the charity's auditors in connection with preparing the audit report) of which the charity's auditors are unaware.
- Each trustee has taken all of the steps that he/she should have taken as a trustee in order to make himself/herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information

Auditors

A resolution will be proposed at the Annual General Meeting that Horwath Clark Whitehill LLP be re-appointed as auditors to the charity for the ensuing year.

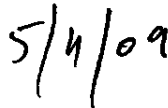
Approved by the trustees
and signed on their behalf by:

Name Professor Colin C Bird

Chairman



Date:



Independent auditors' report to the members of onCore UK

We have audited the financial statements of onCore UK for the year ended 31 March 2009 set out on pages 20 to 28. These financial statements have been prepared in accordance with the accounting policies set out therein.

This report is made solely to the charitable 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 charitable 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 charitable company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of onCore UK for the purpose of company law) responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (United Kingdom and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if in our opinion the information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit or if information specified by law regarding trustees' remuneration and other transactions with the charity is not disclosed.

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

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (United Kingdom and Ireland) 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 judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all 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. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charitable company as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Report is consistent with the financial statements.

Horwath Clark Whitehill LLP

Horwath Clark Whitehill LLP
Chartered Accountants and Registered
Auditors

St Bride's House
10 Salisbury Square
London EC4Y 8EH

3 December 2009

Statement of financial activities (including an income and expenditure account)

For the year to 31st March 2009

	Note	Year to 31 st March 2009 £	Year to 31 st March 2008 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income - grants receivable	3	-	1,775,219
Investment income - Interest	4	64,842	92,069
Incoming resources from charitable activities			
Conferences		9,350	25
Total incoming resources		74,192	1,867,313
RESOURCES EXPENDED			
Charitable Expenditure	5	1,177,486	970,746
Governance Costs	6	8,249	9,744
Total resources expended		1,185,735	980,490
Net incoming resources and net movement in funds for the year		(1,111,543)	886,823
Total funds brought forward		2,552,997	1,666,174
Total funds carried forward		1,441,454	2,552,997

The notes on pages 22 - 28 form an integral part of these accounts.

All income and expenditure is in respect of unrestricted funds.

All of the charity's activities are continuing and there are no gains or losses for the year other than those included in the SoFA.

Of the Charitable Expenditure above £609,929 relates to discontinuing activities (see Note 5).

Balance sheet31st March 2009

	Note	2009 £	2008 £
Fixed assets			
Tangible assets	7	6,164	138,854
Current assets			
Debtors	8	2,288	6,367
Cash at bank and in hand		1,536,646	2,480,880
		<u>1,538,934</u>	<u>2,487,247</u>
Current liabilities			
Creditors: amounts falling due within one year	9	<u>103,644</u>	<u>73,104</u>
Net current assets		1,435,290	2,414,143
Net assets		<u>1,441,454</u>	<u>2,552,997</u>
Funds			
Unrestricted funds		<u>1,441,454</u>	<u>2,552,997</u>

The financial statements are prepared in accordance with the Special Provisions (of part VII) of the Companies Act 1985 relating to small companies.

These accounts were approved and authorised for issue by the trustees on and signed on their behalf by:

Trustee *Colin C. Bird* 5/11/09.

The notes on pages 22 - 28 form an integral part of these accounts.

Notes to the accounts

For the year to 31st March 2009

1. Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention, in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 1985. The principal accounting policies adopted in the preparation of the accounts are set out below.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when onCore UK is legally entitled to the income and the amount can be quantified with reasonable certainty.

Grant income is recognised on the date by when the grant payment is due to be made.

Investment income is accounted for on an accruals basis.

Resources expended

Expenditure is included on an accruals basis.

Expenditure has been allocated across the headings on the SOFA on a direct cost basis.

All resources expended for the current year have also been classified under activity headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Governance Costs

Governance costs include those incurred in the governance of onCore UK and its assets and they are primarily associated with constitutional and statutory requirements.

Cash flow statement

onCore UK has taken advantage of the exemption conferred by paragraph 5(g) of Financial Reporting Standard No 1 'Cash flow statements' (revised 1996) which prevents it from having to present a cash flow statement as part of its accounts.

Operating Leases

Rental costs are charged on a straight line basis over the term of the lease.

Discontinuing Activities

Costs associated with activities that are discontinuing as a consequence of refocusing and restructuring have been disclosed separately. All costs arising on contracts that are now considered onerous, whether incurred within the year or after 31st March 2009, have been included in these accounts.

Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives at the following rates:

1. Accounting policies (continued)**Tangible fixed assets (continued)**

<u>Asset Category</u>	<u>Annual rate</u>
Custom biobanking computer software	14%
Computer equipment	33%
Non-Computer equipment	<u>20%</u>

Computer equipment (hardware and software) costing £1,000 or more and non-computer equipment costing £500 or more are capitalised at cost.

Fixed assets that were solely related to discontinuing activities have been written off in full on 31st March 2009 as assets effectively no longer in use.

Funds of the charity

All of the funds of onCore UK are available to be used in accordance with its charitable objectives. No funds are otherwise restricted in how they may be used.

Pensions

The charity operates a defined contribution scheme for its staff. The amount charged to the SOFA represents the contributions payable in the period.

2. Legal status of the charity

onCore UK is a company limited by guarantee, has no share capital and has two members. The liability of each member in the event of winding up is limited to £10.

3. Voluntary income

onCore UK is grant funded by its members who are also related parties. In the year to 31st March 2009 the amounts they contributed in accordance with the Joint Venture Agreement for onCore UK were as follows:

	2009	2008
	£	£
Department of Health	-	900,219
Medical Research Council	-	437,500
Cancer Research UK	-	437,500
	<u>-</u>	<u>1,775,219</u>

4. Investment income

	2009	2008
	£	£
Bank interest receivable	<u>64,842</u>	<u>92,069</u>

5. Analysis of charitable expenditure

	General Charitable Activities 2009 £	General Charitable Activities 2008 £
Permanent staff costs	635,431	562,741
Recruitment	3,067	19,523
Other casual and temporary staff costs	<u>37,002</u>	<u>49,750</u>
Total staff costs	675,500	632,014
Repository and Transport	64,673	26,575
Laboratory consumables and sample costs	117,349	52,334
Advertising, PR, Design and production fees	4,117	1,469
Cost of premises	58,531	55,147
Administration	7,506	13,629
Travel costs	9,008	11,963
Conferences and other events	20,305	6,766
Telecommunications and information technology	66,042	109,395
Insurance	8,672	8,400
Legal and Consulting	14,799	9,427
Depreciation	45,563	43,627
Loss on disposal of fixed assets	<u>85,421</u>	<u>-</u>
Total	<u><u>1,177,486</u></u>	<u><u>970,746</u></u>

During the year Cancer Research UK provided administrative support to onCore UK. In the year running costs and other services of £NIL (2008: £5,364) were charged to onCore UK at cost.

5. Analysis of charitable expenditure (continued)

The costs referred to above are stated on an activity basis as follows:

Analysis of charitable expenditure by major workstreams

Continuing Activities	Discontinuing Activities	General Charitable Activities Year to 31 st March 2009	General Charitable Activities Year to 31 st March 2008
		£	£
	Cancer Biobanking Service	383,781	361,651
Confederation of Cancer Biobanks		85,257	28,320
Biobanking Best Practice		180,492	96,875
	Biobank Information Management development	226,148	256,807
IT – Systems Maintenance and Support		248,472	186,582
Access Policy		16,181	10,135
Donor Forum		0	26,859
NCRI Pathology Taskforce		8,283	3,517
Communications		28,872	0
Total		1,177,486	970,746

In attributing costs between workstreams, the following principles have been applied: where possible, expenditure has been allocated directly to each workstream; support costs have been allocated to each workstream on a basis proportionate to the estimated time spent on each workstream by the charity's staff.

6. Governance costs

Governance costs have been analysed as follows:

	Set up fees		Ongoing governance costs		Total	
	2009	2008	2009	2008	2009	2008
	£	£	£	£	£	£
Ethical, Legal and compliance	-	-	2,236	3,356	2,236	3,356
Accounting	-	-	1,713	1,788	1,713	1,788
Audit fees	-	-	4,300	4,100	4,300	4,100
Pension set-up	-	500	-	-	-	500
Total Governance Costs	-	500	8,249	9,244	8,249	9,744

7. Tangible fixed assets

	Computer equipment & Software £	Non- computer equipment £	Total £
Cost			
As of 31 st March 2008	202,104	2,172	204,276
Disposals	(6,933)	(653)	(7,586)
As at 31 March 2009	<u>195,171</u>	<u>1,519</u>	<u>196,690</u>
Depreciation and impairment provision			
As of 31 st March 2008	64,705	717	65,422
Charge for the year	45,129	434	45,563
Provision for impairment	86,866		86,866
Disposals	(6,933)	(392)	(7,325)
As at 31 March 2009	<u>189,767</u>	<u>759</u>	<u>190,526</u>
Net book value			
As of 31 st March 2009	<u>5,404</u>	<u>760</u>	<u>6,164</u>
As at 31 st March 2008	<u>137,399</u>	<u>1,455</u>	<u>138,854</u>

8. Debtors

	2009 £	2008 £
Prepayments and other debtors	<u>2,288</u>	<u>6,367</u>

9. Creditors: amounts falling due within one year

	2009 £	2008 £
Accruals	76,321	44,860
Other creditors	288	3,487
HM Revenue & Customs (PAYE and National Insurance)	20,003	17,508
Trade creditors	<u>7,032</u>	<u>7,249</u>
	<u>103,644</u>	<u>73,104</u>

10. Analysis of permanent staff costs

	2009	2008
	£	£
Salaries and wages	542,248	476,871
Social security costs	60,172	55,962
Pension and death in service costs	33,011	29,908
	<u>635,431</u>	<u>562,741</u>

In the year one staff member received annual emoluments in the range £60,001 to £70,000 (2008: 1), one staff member in the range £70,001 to £80,000 (2008: 1), no staff in the range £130,001 to £140,000 (2008: 1) and one staff member in the range £140,001 to £150,000 (2008: 0).

Total pension contributions for these staff members made under a defined contribution arrangement amounted to £33,011 (2008: £29,908).

11. Staff numbers

The average number of full-time equivalent employees during the year was as follows:

	2009	2008
	Number	Number
Senior Management	5	5
Admin and Support	5	4
	<u>10</u>	<u>9</u>

12. Pension scheme

From May 2007 onCore UK has provided a money purchase group personal pension scheme operated by Friends Provident for directly employed staff. Employer contributions are made at 7% and employees are able to make their own additional contributions to the scheme. At the year end there were pension contributions totalling £3,584 outstanding – these were provided for in these accounts and paid in April 2009.

13. Auditors' remuneration

Auditors' remuneration in the year amounted to £4,300 (2008: £4,100).

14. Trustees' remuneration and expenses

None of the trustees received any remuneration from onCore UK in the year or the prior year.

Expenses totalling £1,870 (2008: £1,958) were paid to 2 trustees (2008: 2 trustees) in relation to travelling expenses incurred during the year.

15. Taxation

onCore UK is a registered charity and as such is exempt from taxation of its income and capital gains to the extent that these funds are applied for its charitable objectives.

16. Operating lease commitments

As at 31st March 2009 onCore UK had a commitment to pay an operating lease for land and buildings of £22,425 which is due to expire within one year of the balance sheet date. (2008: £44,709)

17. Related Party Transactions

Transactions occurred during the year with:

Medical Research Council and Cancer Research UK who are both members of the charity and Department of Health who provides funding to onCore UK via Medical Research Council.

Details of transactions are as outlined in notes 3 and 5.