

Charity Registration No. 1144296

Company Registration No. 07635486 (England and Wales)

INSIUK

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

INSIUK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Antonio Zappulla Caroline Drees Cilla Benko Deborah Rayner Elizabeth Spiller Jan Thompson Jonathan Williams Mark Grant Michael Herrod Neil Ashton Paul Danahar Richard Tait Robin Elias Salim Amin Timothy Singleton	(Appointed 1 March 2023)
Charity number	1144296	
Company number	07635486	
Registered office	Thomson Reuters 5 Canada Square Floor 8 London E14 5AQ	
Independent examiner	Mark Taylor HW Fisher LLP Acre House 11-15 William Road London NW1 3ER	
Bankers	Barclays Bank Plc 1 Churchill Place London E14 5HP	

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INSIUK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and accounts for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum & Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2019).

Structure, governance and management

The charity is a company limited by guarantee governed by the Articles of Association dated 16 May 2011 as amended on 28 September 2011 and 30 October 2013.

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

Antonio Zappulla	
Caroline Drees	
Cilla Benko	
Deborah Rayner	
Elizabeth Spiller	
Ian Phillips	(Resigned 13 June 2023)
Jan Thompson	
Jonathan Williams	
Marcelo Moreira	(Resigned 13 June 2023)
Mark Grant	(Appointed 1 March 2023)
Michael Christie	(Resigned 13 June 2023)
Michael Herrod	
Neil Ashton	
Paul Danahar	
Richard Tait	
Robin Elias	
Salim Amin	
Thomas Evans	(Resigned 2 March 2023)
Timothy Singleton	

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.

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 Charity'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.

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

FOR THE YEAR ENDED 31 MARCH 2023

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

Risk management

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.

Objectives and activities

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

Public benefit

The charity's main activities undertaken to further its purposes are for the public benefit – the protection of journalists from physical and psychological harm to allow 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 given regard to the Charity Commission's guidance on public benefit.

The trustees have considered this matter and concluded:

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

Achievements and performance

In the last year, INSIUK has continued to hold the majority of its regular meetings on journalists' safety online, rather than in person, for its members in the news media. The charity has organised webinars and Q&A sessions, facilitated confidential information exchanges about a variety of global events and published safety advisories to address key areas of concern for news organisations. Our members tell us they find these meetings extremely valuable for keeping their journalists safe, sharing good practices and providing networking opportunities. This has been particularly true throughout the war in Ukraine, which continued to dominate INSIUK members' activities the past year. From the onset, INSIUK organised regular Zoom meetings to huge attendance and participation, had an extremely active confidential email chain with hundreds of safety exchanges, and worked tirelessly to share high-level advice and feedback from members on the ground.

Financial review

The charity was financed predominantly by donations from UK and international media organisations.

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 around one year of expenditure. The unrestricted funds of the charity as at 31 March 2023 amounted to £280,169 (2022 : £300,752).

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.

Plans for the future

Throughout the coming year it will be the charity's intention to ensure it expands its provision of services globally. 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 (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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

Neil Ashton

Trustee

Dated: 18 December 2023

INSIUK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INSIUK

I report to the trustees on my examination of the financial statements of INSIUK (the charity) for the year ended 31 March 2023.

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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements 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 financial statements 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 financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements 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 financial statements 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 financial statements to be reached.

Mark Taylor
HW Fisher LLP
Acre House
11-15 William Road
London
NW1 3ER

Dated: 19 December 2023

INSIUK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Unrestricted funds 2022 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	213,605	220,638
Charitable activities	5	-	8,282
Investments	4	68	2
		<hr/>	<hr/>
Total income		213,673	228,922
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	6	234,256	180,050
		<hr/>	<hr/>
Net (expenditure)/income for the year/ Net movement in funds		(20,583)	48,872
Fund balances at 1 April 2022		300,752	251,880
		<hr/>	<hr/>
Fund balances at 31 March 2023		280,169	300,752
		<hr/> <hr/>	<hr/> <hr/>

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 2023

		2023		2022	
	Notes	£	£	£	£
Current assets					
Debtors	10	4,798		9,700	
Cash at bank and in hand		311,031		304,040	
		<u>315,829</u>		<u>313,740</u>	
Creditors: amounts falling due within one year	11	<u>(35,660)</u>		<u>(12,988)</u>	
Net current assets			280,169		300,752
			<u>280,169</u>		<u>300,752</u>
Income funds					
Unrestricted funds			280,169		300,752
			<u>280,169</u>		<u>300,752</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 2023.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements 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 financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 18 December 2023

Neil Ashton
Trustee

Robin Elias
Trustee

Company Registration No. 07635486

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STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

		2023		2022	
	Notes	£	£	£	£
Cash flows from operating activities					
Cash generated from operations	13		6,923		41,428
Investing activities					
Interest received		68		2	
Net cash generated from investing activities			68		2
Net increase in cash and cash equivalents			6,991		41,430
Cash and cash equivalents at beginning of year			304,040		262,610
Cash and cash equivalents at end of year			311,031		304,040

INSIUK

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Company information

INSIUK is a private company limited by guarantee incorporated in England and Wales. The registered office is Thomson Reuters 5 Canada Square, Floor 8, London, E14 5AQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum & Articles of Association, the Companies Act 2006, Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective from 1 January 2019). The charity is a public benefit entity as defined by FRS 102.

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

The financial statements 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 financial statements, 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 financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

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.

1.5 Resources expended

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

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

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

1.6 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.7 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.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	213,605	220,638

4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	68	2

5 Charitable activities

	Project income	Project income
	2023	2022
	£	£
Sales within charitable activities	-	8,282

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	Safety awareness	Safety awareness
	2023	2022
	£	£
Staff costs	169,824	118,905
Consultancy	23,501	31,897
Travel	2,192	518
Safety training course	636	1,799
Foreign exchange difference	-	(854)
Members meeting expense	2,484	-
	<u>198,637</u>	<u>152,265</u>
Share of support costs (see note 7)	28,019	21,619
Share of governance costs (see note 7)	7,600	6,166
	<u>234,256</u>	<u>180,050</u>

7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Website & IT expenses	25,406	-	25,406	13,785	-	13,785
Bank charges	273	-	273	3,094	-	3,094
Insurance	(873)	-	(873)	3,033	-	3,033
Miscellaneous expense	2,238	-	2,238	1,707	-	1,707
Advertising & marketing	975	-	975	-	-	-
Accountancy	-	7,552	7,552	-	6,131	6,131
Legal and professional	-	48	48	-	35	35
	<u>28,019</u>	<u>7,600</u>	<u>35,619</u>	<u>21,619</u>	<u>6,166</u>	<u>27,785</u>
Analysed between						
Charitable activities	<u>28,019</u>	<u>7,600</u>	<u>35,619</u>	<u>21,619</u>	<u>6,166</u>	<u>27,785</u>

Accountancy includes payments to the independent examiner of £5,812 (2022: £5,535) for independent examination fee and £1,740 (2022: £596) for other services.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits during the current or prior year. One of the trustees was reimbursed expenses of £820 (2022: £nil) for expenses paid on behalf of the charity.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	2	2
	<u>2</u>	<u>2</u>
Employment costs	2023	2022
	£	£
Wages and salaries	156,607	108,771
Social security costs	11,256	8,472
Other pension costs	1,961	1,662
	<u>169,824</u>	<u>118,905</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2023 Number	2022 Number
£80,000 to £90,000	-	1
£90,000 to £100,000	1	-
	<u>1</u>	<u>-</u>

10 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	4,496	-
Prepayments and accrued income	302	9,700
	<u>4,798</u>	<u>9,700</u>

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	3,733	700
Trade creditors	76	-
Other creditors	11,139	6,508
Accruals and deferred income	20,712	5,781
	<u>35,660</u>	<u>12,989</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12 Related party transactions

There were no other related party transactions during the current or prior period, apart from the transactions already disclosed in note 8.

13 Cash generated from operations

	2023	2022
	£	£
{Deficit;}/surplus for the year	(20,583)	48,872
Adjustments for:		
Investment income recognised in statement of financial activities	(68)	(2)
Movements in working capital:		
Decrease/(increase) in debtors	4,902	(255)
Increase/(decrease) in creditors	22,672	(7,187)
Cash generated from operations	6,923	41,428

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