

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020  
FOR  
ASSOCIATION FOR ROAD RISK MANAGEMENT

Hysons  
Chartered Accountants  
14 London Street  
Andover  
Hampshire  
SP10 2PA

**ASSOCIATION FOR ROAD RISK MANAGEMENT**

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**FOR THE YEAR ENDED 31 OCTOBER 2020**

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# **ASSOCIATION FOR ROAD RISK MANAGEMENT**

## **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

This has been a remarkable year for the Association. 2020 marked the beginning of a new chapter as we left AIRSO behind after 55 years and became the Association for Road Risk Management (ARRM).

Industrial Road Safety Officers were the pioneers in improving work-related road safety. They were often highly trained police drivers and instructors who, on retiring, took up positions with businesses that recognised the need to ensure staff who drove on business did so safely. Industrial Road Safety Officers provided the knowledge, expertise and training to make this possible.

Now, more than ever, there is a huge focus on the safety of those who drive for work. The figures for road casualties continue to plateau, and between a quarter and a third of those casualties, often vulnerable road users, come from incidents involving someone driving for work.

The COVID-19 pandemic has brought this area into even greater focus. The vast increase in home deliveries has meant we now have more vans on the road than ever. At the same time, COVID restrictions mean the management of issues like driver fatigue and vehicle roadworthiness has become extremely difficult but even more important.

At the other end of the scale, we have fleets of commercial vehicles and their drivers lying idle that would otherwise have been operating in sectors such as hospitality, shut down by the pandemic. The eventual lifting of restrictions will present different challenges as these employers look to return mothballed vehicles and rusty drivers back to the road as safely as possible.

My focus as Chairman will be on ensuring ARRM is well placed to support all individuals responsible for managing road risk. COVID-19 has halted many of our traditional activities such as seminars and conferences, but it has also opened us up to new opportunities for member engagement using new technology and I believe this will now allow us to provide much greater value to our members through the sharing of knowledge and good practice. Our work with the Rail Safety and Standards Board (RSSB) and the development of our online Master Class webinars prove this is the right route to take.

We will also continue to develop effective collaborations with other organisations to deliver effective campaigns and activities to promote road safety and road risk management.

An excellent example of this was our management of the Project EDWARD campaign in September 2020. With the UK having left the EU and the demise of TISPOL, ARRM stepped in to save the annual campaign and, now renamed EVERY Day Without A Road Death, delivered a week of activity in collaboration with police forces across the country resulting in huge engagement across social media, national radio, local media and even TV.

The transition to ARRM, and work done throughout 2020, has now laid a strong foundation indeed for the future success of the Association, and the Trustees will be working hard to maximise these opportunities. New membership is already rising strongly and I believe the Association now has a very bright future indeed.

On behalf of the Trustees, it is my pleasure to present their report with the financial statements of the charity for the year ended 31 October 2020. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

# **ASSOCIATION FOR ROAD RISK MANAGEMENT**

## **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

##### **Aim of the Association**

To advance education and training among all road users, road risk managers and road safety stakeholders in the furtherance of the prevention and reduction in road collisions and accidents.

##### **Objectives of the Association**

1. To provide a professional association for those individuals involved in work and promotion of Road Safety within commerce, industry, public service and other associated organisations.
2. To develop and maintain amongst its membership a high performance in the promotion of and work connected with the reduction of road accidents and casualties.
3. To provide a platform for the exchange of information relating to good practice and innovation in accident prevention and road safety.
4. To promote investigation and research into road safety problems surrounding aspects of road user education and training alongside vehicle and occupant safety and the improvement of the road environment.
5. To present opinions and recommendations on matters related to road safety to appropriate Government bodies and other Associations.

## ASSOCIATION FOR ROAD RISK MANAGEMENT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020

#### **OBJECTIVES AND ACTIVITIES**

##### **Significant activities**

##### **AGM 2020: AIRSO becomes ARRM**

The AGM was held on 14th January in the conference suite at Pride Park in Derby. Following updates from the Chairman, Secretary and Treasurer, the proposal for AIRSO's future was revealed in a series of presentations.

The Chairman presented the Council's progress on rebranding. AIRSO was a professional association for Industrial Road Safety Officers - a job role that no longer exists. In recent years the Association had widened its road safety remit to try and attract more members. With these initiatives having failed to reverse the decline in membership, the Council took the view that AIRSO should refocus on its original remit of working to improve occupational road safety which is where the role of industrial road safety originated. The Chairman therefore set out the Council's proposal to rebrand AIRSO as the Association for Road Risk Management (ARRM).

While the overall objectives of the Association remain constant, a new vision was offered:

To be the leading membership organisation for professionals and organisations involved in work-related road safety and the management of occupational road risk.

The Association's membership largely consisted of driver trainers, including those in the emergency services, alongside road safety practitioners. The Council's proposal was that, while these members will still be important, the following roles:

##### **Individuals**

Legislators  
Fleet Managers  
Health and Safety Managers  
Road Safety Practitioners  
Fleet Driver Trainers  
Emergency Services Personnel  
Occupational Road Risk Consultants  
Academics and researchers

##### **Organisations**

Emergency Services  
Fleet Safety Product/Service Providers  
Fleet Operators  
Trade Associations  
Infrastructure Contractors  
Government and Regulators  
Safety Standards Boards  
Highways Authorities

There were three further presentations at the AGM:

**Tavid Dobson of the Rail Safety and Standards Board** Work to raise standards of work-related road risk management across the entire sector was discussed. ARRM is seen as vital to supporting the risk management professionals tasked with driving that improvement.

**Anne-Marie Penny of Highways England** described how ARRM could play an important role in informing policy discussions around work-related road risk as this expertise is often missing from those discussions.

**Kevin Day of West Midlands Fire Service, NFCC Lead for the Driver Training Advisory Group, and an ARRM Trustee**, gave an update on the developments regarding section 19 of the Road Safety Act involving exemption from speed limits for emergency response drivers and the work being done to improve emergency response driver training.

## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

#### **OBJECTIVES AND ACTIVITIES**

##### **Member Value**

As the key to improving membership recruitment and retention, a number of initiatives were outlined that would allow the Association to offer much greater value to members. These included:

Resource Library containing up to date information on:

- Accident and casualty statistics
- Driver safety
- Vehicle safety
- Safer infrastructure
- The Government's 'Safe System' approach to road safety

Networking and events including seminars, exhibitions and conferences

- Blue Light Users (BLU) Conference: This traditional event was, in 2020, proposed to be delivered in collaboration with the Emergency Services Show at the NEC, Birmingham from 23-24 September. This event normally attracts over 8,000 visitors and over 450 exhibitors.
- Work-Related Road Risk Conference: This new event was proposed in collaboration with the Government-backed Highways England programme, Driving for Better Business, with the objective of sharing expert knowledge and good practice.

Personal knowledge development in the form of Master Class webinars on various areas of road safety alongside the development of more formal courses and qualifications in understanding and managing work-related road risk.

Better membership management through the implementation of a new online platform that would improve the efficiency of membership admin through technology and facilitate improved member communication and engagement through email newsletters, updates and event promotion.

The change to ARRM coincided with the renewal for AIRSO membership subs. The Council took the decision to suspend charges and offer free membership and renewals through the whole of 2020 to both repay the loyalty of remaining AIRSO members, and to encourage new members to join. The Council had secured sufficient income in the first months of the year to make this offer financially viable.

Having shared the vision for ARRM, the members were given presentations by two organisations supportive of the Association's transition and aims.

Anne-Marie Penny, Senior Policy Adviser on road safety for Highways England, and a trustee of the Association, outlined how ARRM's new focus fitted with the work being carried out by Highways England, the Government and other highways authorities. The renewed focus would help to open up new opportunities for ARRM to be represented in policy discussions at a variety of levels.

Tavid Dobson, Senior Technical Lead for Road Safety at the Rail Safety and Standards Board then outlined the current project to raise standards in managing occupational road safety across the entire rail sector and how he saw ARRM providing vital support to individuals at companies working in the rail sector who were tasked with delivering these improvements.

## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

#### **OBJECTIVES AND ACTIVITIES**

The final presentation was an update from longstanding Association trustee Kevin Day from West Midlands Fire Service who updated members on the continued development of driver training standards within the fire service.

#### **Approval of the transition to ARRM**

The members present voted unanimously to approve the rebranding of AIRSO to ARRM and the strategy presented to improve membership value.

#### **Public benefit**

A requirement of the Association's aim is to advance education and training among all road users in the furtherance of crash prevention and reduction. The Association continuously seeks to evolve its road safety activities and events to benefit the public.

The Trustees confirm that its activities have been undertaken with due regard to public benefit in line with guidance published by the Charities Commission.

## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

Shortly after the charity's AGM, the COVID-19 pandemic spread across the UK disrupting most of the Associations activities.

Neither of the Association's planned conferences were able to proceed and, as at 31st October 2020, it was hoped they would be rescheduled to take place in 2021.

The Council of Management was unable to meet in person and so these meetings had to be conducted online.

Difficulties in meeting people face to face and with many associates in other organisations furloughed, progress against the Association's objectives has been severely restricted.

The only activity of note that was carried out during the period was the delivery of the Project EDWARD 2020 campaign.

##### **Project EDWARD**

Project EDWARD (European Day without a Road Death) is an annual road safety campaign that began in 2016. It was co-founded by ARRM member James Luckhurst and delivered as a week of coordinated road safety activity under the TISPOL banner. After the UK left the EU, ARRM collaborated with a range of partners (led by Highways England through their Driving for Better Business campaign) to deliver Project EDWARD, now renamed EVERY Day Without A Road Death, as a UK-wide week of action in September 2020.

The purpose of Project EDWARD 2020 was to raise awareness of the risks in driving for work; the responsibilities of both drivers and employers to ensure it is done safely; publicise the work of the police in combatting common offences committed by commercial drivers; and to share information that will allow both drivers and employers to operate as safely and efficiently as possible.

The campaign brought together key organisations involved in improving road safety to collaborate on content, direction, implementation and road user engagement. These organisations comprised ARRM, Highways England, National Police Chiefs' Council, Association of Police and Crime Commissioners, Department for Transport, Driver and Vehicle Standards Agency, RoadSafe, Transport Scotland and UK Road Offender Education.

The campaign website and activity was funded through generous donations from Westcotec, GEM Motoring Assist, D.tec International, Mercedes-Benz Vans and DriveTech.

In addition, almost every police force in the UK supported Project EDWARD by focusing some of their activity on those who drive for work including driver behaviour, vehicle roadworthiness, towing, fatigue, speed and incorrect loading. In total, 39 separate police forces took part and supported Project EDWARD including all forces from Wales, Scotland and Northern Ireland.

Activity included compliance stops focused on driving for work, promotion of Project EDWARD in the local media, contributing content for the campaign, and sharing content across social media.

The planned Project EDWARD road trip had to be largely a 'virtual' affair due to COVID-19 restrictions. Despite this, contributions were featured from a huge number of road safety professionals and advocates. The purpose was to share insight and resources that would help both drivers and the people who employ them.

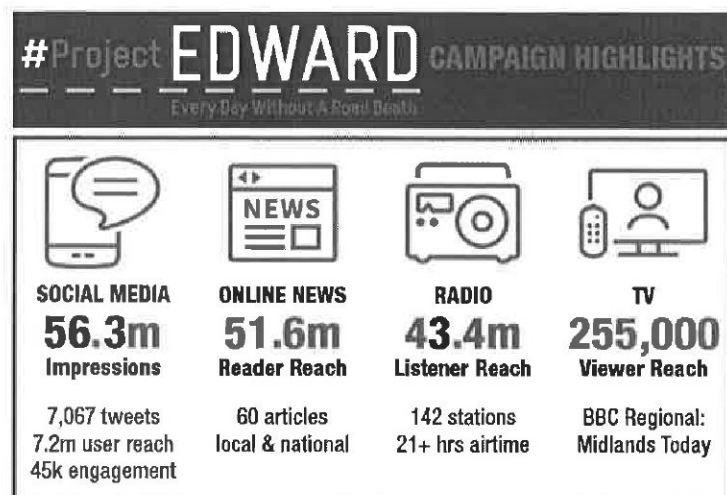


## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

Even with restrictions in place, Project EDWARD was still able to visit some events and talk to real people. The Project EDWARD team were especially grateful to Mercedes-Benz Vans UK for the loan of the #ProjectEDWARD Vito van.

Campaign activity achieved massive coverage and engagement across the UK as can be seen below.



ARRM managed the campaign finances and was able to raise slightly more in sponsorship than the costs of delivery netting a small profit for the Association.

### **FINANCIAL REVIEW**

#### **Financial Review**

#### **Review of the Financial Position at the year-end**

This has been a rebuilding year for the Association with membership fees waived in order to increase interest and events cancelled due to the impact of the COVID-19 pandemic leading to low levels of both income and expenditure. The end of year saw the Association with an excess of income of £2,708.

#### **Membership Subscription Costs**

The Annual Membership subscription to the Association, set by the Trustees, remained at £50 for the start of this reporting period. As the change to ARRM was made to arrest a decline in membership, and with the financial position able to support such a move, the Trustees agreed to temporarily waive the membership fee in order to boost membership. Renewals and new memberships were subsequently offered free of charge throughout 2020 with the offer due to expire on 31 December 2020.

#### **Income and Expenditure Highlights**

The main financial activity for the Association during the period was the management of the Project EDWARD 2020 campaign. While generally revenue neutral, the activities did result in a small surplus for the Association. Efforts were made to build a sound base so that the 2021 campaign, in which ARRM will also have a strong involvement, will generate more revenue for the association.

#### **Insurance Cover**

The Association is insured through Towergate Insurance. Key elements of the cover include: Business interruption £2 million, Employers Liability, £10 million, Public Liability £5 million.

## **Reserves Policy**

The Association maintains sufficient reserves to ensure its continuing stability. The status of funds is reviewed at each AGM. It is confirmed that the level of reserve holdings are appropriate and commensurate with expected requirements.

At 31 October 2020 there was a generally, unrestricted reserve of £30,056 (2019: £27,348). In addition, the Association carried forward restricted funds of £958. This is to be held and used for a road safety project deemed appropriate and approved by the Council of Management.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

ARRM is an unincorporated Association. Its Constitution was dated 17 January 1996 and it is a registered charity. The charity number is 1054640 and was registered with the Charity Commission on 17 April 1996. Work was carried out to update the Constitution to reflect the change in name and to include a number of administrative changes. The amended Constitution will be submitted to the membership for approval at the 2021 AGM before then being lodged with the Charities Commission.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Organisational structure**

The Association's Board of Trustees are also its Council of Management. The Trustees comprise nine members, who are all members of the Association and are elected annually, by ballot, by the membership prior to, and announced at, the Annual General Meeting (AGM) of the Association. The Board of Trustees is the governing body of ARRM, and they are responsible, along with the Secretary and Treasurer, for setting the strategic direction of the Association and managing its finances. All members of the Board of Trustees and members of the Association's sub-committees are voluntary (although elected in some cases by the membership), as are any other co-opted members from the Association.

### **Finance and Monitoring Group (F&MG)**

The F&MG consists of two members of the Board of Trustees (one acting as Chairman), the Secretary and the Treasurer. The F&MG's role is to monitor the Association's overall financial position and its spending trends. The Board of Trustees did not consider it necessary for the F&MG to convene during the year as all financial matters arising were dealt with by the Board at Council of Management meetings.

### **Internal Auditors**

AIRSO elects two members from its membership to carry out an internal audit on the accounts, stock and equipment during the Association's financial year. The Internal Auditors are:

Andrew Howard MBE  
Carol Bagshaw

The Association's Internal Auditors are also responsible for the monitoring and counting of ballot papers for elections to the Board of Trustees, which occur in January each year with results announced at the Association's AGM.

## Membership of External Bodies and Groups

The Association is listed on national road risk working groups; these include:

PACTS Road Environment Working Party:	Nick Stilwell
PACTS Road User Behaviour Working Party:	Simon Turner
Rail Industry Road Risk Group:	Simon Turner
RoSPA National Road Safety Committee:	Sue Cooper

## Wider network

### Membership of Other Groups

The Association is represented on the following National Committees/Groups:

RoSPA National Road Safety Committee:	Sue Cooper
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### Membership of External Bodies

The Association continues to be listed on a number of national-working groups; these include:

PACTS Road Environment Working Party:	Nick Stilwell
SURVIVE Working Group:	Nick Stilwell

## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 OCTOBER 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Risk management**

The Council of Management has a duty to identify and review the risks to which the Association is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risk management is dealt with as required at Council of Management meetings.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1054640

##### **Principal address**

White House  
Pagham Road  
Lagness  
Chichester  
PO20 1LN

##### **Trustees**

Mr K Day  
Mrs S Cooper  
Mr C E Handley  
Dr L Rackliff  
Mr P Sturgeon (resigned 14.1.20)  
Mr S Turner  
Mr G King  
Mr N Stilwell  
Ms A Penny  
Mr S Jeavons (appointed 14.1.20)

##### **Independent Examiner**

Christopher Joyce FCCA  
Hysons  
Chartered Accountants  
14 London Street  
Andover  
Hampshire  
SP10 2PA

##### **Bankers**

Lloyds Bank plc  
120/124 High Street  
Dorking  
Surrey  
RH4 1BB

##### **Secretary to the Association**

Mr M Trimmer

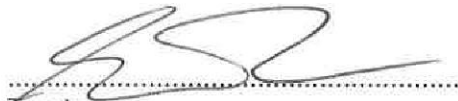
##### **Treasurer**

Mr M Bailey

**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**

Approved by order of the board of trustees on .....25/06/2021..... and signed on its behalf by:

  
.....  
Trustee

Simon Turner

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**Independent examiner's report to the trustees of Association for Road Risk Management**

I report to the charity trustees on my examination of the accounts of Association for Road Risk Management (the Trust) for the year ended 31 October 2020.

**Responsibilities and basis of report**

As the charity trustees of the Association, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Christopher Joyce FCCA  
Hysons  
Chartered Accountants  
14 London Street  
Andover  
Hampshire  
SP10 2PA

Date: 30 June 2021

# ASSOCIATION FOR ROAD RISK MANAGEMENT

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 OCTOBER 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>	3				
Promotion of road safety		25,980	-	25,980	16,792
Investment income	2	<u>3</u>	<u>-</u>	<u>3</u>	<u>10</u>
<b>Total</b>		25,983	-	25,983	16,802
 <b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	4				
Promotion of road safety		23,275	-	23,275	13,345
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>NET INCOME</b>		2,708	-	2,708	3,457
 <b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		27,348	958	28,306	24,849
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>30,056</u>	<u>958</u>	<u>31,014</u>	<u>28,306</u>


The notes form part of these financial statements

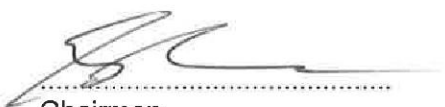
**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**BALANCE SHEET**  
**31 OCTOBER 2020**

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	242	-	242	189
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		30,594	958	31,552	28,982
<b>CREDITORS</b>					
Amounts falling due within one year	8	(780)	-	(780)	(865)
<b>NET CURRENT ASSETS</b>		<u>29,814</u>	<u>958</u>	<u>30,772</u>	<u>28,117</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>30,056</u>	<u>958</u>	<u>31,014</u>	<u>28,306</u>
<b>NET ASSETS</b>		<u>30,056</u>	<u>958</u>	<u>31,014</u>	<u>28,306</u>
<b>FUNDS</b>	9				
Unrestricted funds				30,056	27,348
Restricted funds				<u>958</u>	<u>958</u>
<b>TOTAL FUNDS</b>				<u>31,014</u>	<u>28,306</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23/06/2021 and were signed on its behalf by:

  
Trustee *Edward Hendbey*

  
Chairman *Simon Turner*

The notes form part of these financial statements



## **ASSOCIATION FOR ROAD RISK MANAGEMENT**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 OCTOBER 2020**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

Costs are allocated specifically to the activity to which they relate or to support costs.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Computer equipment	- 50% on reducing balance

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

# ASSOCIATION FOR ROAD RISK MANAGEMENT

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 OCTOBER 2020

### 1. ACCOUNTING POLICIES - continued

#### **Fund accounting**

Restricted funds can only be used for particular restricted purposes within the objects of the Association. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### 2. INVESTMENT INCOME

	2020 £	2019 £
Deposit account interest	<u>3</u>	<u>10</u>

### 3. INCOME FROM CHARITABLE ACTIVITIES

		2020 £	2019 £
Outreach events and conference	Promotion of road safety	-	3,817
AIRSO events income	Promotion of road safety	245	665
Members subscriptions	Promotion of road safety	5,235	12,310
Sponsorship for Project Edward	Promotion of road safety	15,500	-
Other income	Promotion of road safety	<u>5,000</u>	<u>-</u>
		<u>25,980</u>	<u>16,792</u>

### 4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Total £
Promotion of road safety	<u>18,034</u>	<u>5,241</u>	<u>23,275</u>

# **ASSOCIATION FOR ROAD RISK MANAGEMENT**

## **NOTES TO THE FINANCIAL STATEMENTS - continued** **FOR THE YEAR ENDED 31 OCTOBER 2020**

### **5. SUPPORT COSTS**

	Management £	Governance costs £	Total £
Promotion of road safety	<u>4,149</u>	<u>1,092</u>	<u>5,241</u>

### **6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 October 2020 nor for the year ended 31 October 2019.

#### **Trustees' expenses**

Two of the Association's trustees received reimbursements of travel expenses totalling £218.60

### **7. TANGIBLE FIXED ASSETS**

	Office equipment £	Computer equipment £	Total £
<b>COST</b>			
At 1 November 2019	5,269	3,835	9,104
Additions	<u>-</u>	<u>250</u>	<u>250</u>
At 31 October 2020	<u>5,269</u>	<u>4,085</u>	<u>9,354</u>
<b>DEPRECIATION</b>			
At 1 November 2019	5,181	3,734	8,915
Charge for year	<u>22</u>	<u>175</u>	<u>197</u>
At 31 October 2020	<u>5,203</u>	<u>3,909</u>	<u>9,112</u>
<b>NET BOOK VALUE</b>			
At 31 October 2020	<u>66</u>	<u>176</u>	<u>242</u>
At 31 October 2019	<u>88</u>	<u>101</u>	<u>189</u>

# ASSOCIATION FOR ROAD RISK MANAGEMENT

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 OCTOBER 2020

### 8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	-	85
Accrued expenses	<u>780</u>	<u>780</u>
	<u>780</u>	<u>865</u>

### 9. MOVEMENT IN FUNDS

	At 1.11.19 £	Net movement in funds £	At 31.10.20 £
<b>Unrestricted funds</b>			
General fund	27,348	2,708	30,056
<b>Restricted funds</b>			
Restricted	958	-	958
	<u>28,306</u>	<u>2,708</u>	<u>31,014</u>
<b>TOTAL FUNDS</b>			

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	25,983	(23,275)	2,708
	<u>25,983</u>	<u>(23,275)</u>	<u>2,708</u>
<b>TOTAL FUNDS</b>			

### Comparatives for movement in funds

	At 1.11.18 £	Net movement in funds £	At 31.10.19 £
<b>Unrestricted funds</b>			
General fund	23,891	3,457	27,348
<b>Restricted funds</b>			
Restricted	958	-	958
	<u>24,849</u>	<u>3,457</u>	<u>28,306</u>
<b>TOTAL FUNDS</b>			

# ASSOCIATION FOR ROAD RISK MANAGEMENT

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 OCTOBER 2020

### 9. **MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	16,802	(13,345)	3,457
	<u>16,802</u>	<u>(13,345)</u>	<u>3,457</u>
<b>TOTAL FUNDS</b>	<u>16,802</u>	<u>(13,345)</u>	<u>3,457</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.11.18 £	Net movement in funds £	At 31.10.20 £
<b>Unrestricted funds</b>			
General fund	23,891	6,165	30,056
<b>Restricted funds</b>			
Restricted	958	-	958
	<u>24,849</u>	<u>6,165</u>	<u>31,014</u>
<b>TOTAL FUNDS</b>	<u>24,849</u>	<u>6,165</u>	<u>31,014</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	42,785	(36,620)	6,165
	<u>42,785</u>	<u>(36,620)</u>	<u>6,165</u>
<b>TOTAL FUNDS</b>	<u>42,785</u>	<u>(36,620)</u>	<u>6,165</u>

The Restricted Fund is a Road Safety Video Fund. It comprises funds received from the DETR towards the production and distribution costs of a public information video on road safety.

### 10. **RELATED PARTY DISCLOSURES**

During the year the charity made a payment of £6,140.22 to Turner Kenworthy Ltd in respect of costs involved in managing the Project Edward campaign. The director of the company is a trustee of the charity.

**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**  
**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Investment income</b>		
Deposit account interest	3	10
<b>Charitable activities</b>		
Outreach events and conference	-	3,817
AIRSO events income	245	665
Members subscriptions	5,235	12,310
Sponsorship for Project Edward	15,500	-
Other income	5,000	-
	<u>25,980</u>	<u>16,792</u>
<b>Total incoming resources</b>	25,983	16,802
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Outreach events	-	2,250
AIRSO events expenditure	2,061	2,946
PACTS membership	320	300
Other road safety meetings	219	-
Project Edward	15,434	-
	<u>18,034</u>	<u>5,496</u>
<b>Support costs</b>		
<b>Management</b>		
Secretary's fees	2,251	4,644
Treasurer's fees	360	600
Computer costs	641	-
Office costs	106	197
Bank charges	97	596
Insurance	721	781
Depreciation - tangible assets	198	131
Website costs	87	120
Support costs re-allocated	(312)	(617)
	<u>4,149</u>	<u>6,452</u>
<b>Governance costs</b>		
Accountancy	780	780
Carried forward	780	780

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**ASSOCIATION FOR ROAD RISK MANAGEMENT**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**

	2020 £	2019 £
<b>Governance costs</b>		
Brought forward	780	780
Support costs re-allocated	<u>312</u>	<u>617</u>
	<u>1,092</u>	<u>1,397</u>
Total resources expended	<u>23,275</u>	<u>13,345</u>
<b>Net income</b>	<u>2,708</u>	<u>3,457</u>

This page does not form part of the statutory financial statements