

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales · Charity number 1068607

Details

Other names	PACTS
Status	Registered
Legal form	Charitable company
Company number	02366377
Registered	1998-03-12
Register	View on the Charity Commission register

Contact

Address	Pacts 167-169 Great Portland Street 5th Floor London W1W 5PF
Phone	07928050742
Email	admin@pacts.org.uk
Website	www.pacts.org.uk

Activities

Objects: TO PROTECT HUMAN LIFE BY THE PROMOTION OF TRANSPORT SAFETY FOR THE BENEFIT OF THE PUBLIC.

Activities: The charity exists to promote transport safety through research, education and dissemination.

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Other Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED - IN PRACTICE THE UNITED KINGDOM
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£349,706	£349,041	-	-
2024-03-31	£251,648	£250,601	-	-
2023-03-31	£228,257	£247,259	-	-
2022-03-31	£264,228	£221,748	-	-
2021-03-31	£305,096	£292,585	-	-

Trustees

Name	Role	Appointed
DANIEL RAY JOHN CAMPSALL		2016-03-03
JONATHAN WILLIAM CROCKETT		2012-11-22
JULIAN HILL		2013-07-01
Jennie Kristina Martin		2022-07-15
Keith Irving		2025-03-13
Mara-Tafadzwa Makoni		2025-03-13
Muhammad Sadique		2021-03-04
Professor Arnab Majumdar		2025-03-13
Teresa Ciano		2019-03-06

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales - Charity number 1068607

Accounts

**THE PARLIAMENTARY ADVISORY
COUNCIL FOR TRANSPORT SAFETY
(A Company Limited by Guarantee)
DIRECTORS' AND TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

**Company No: 2366377
(England and Wales)**

Charity No: 1068607

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

ADMINISTRATIVE INFORMATION

DIRECTORS AND TRUSTEES

Daniel Campsall (Chairman)
John Plowman
Jonathan Crockett
Julian Hill
Teresa Ciano
Muhammed Sadique
Jennie Martin
Mara Tafadzwa-Makoni
Keith Irving
Arnab Majumdar

SECRETARY &
EXECUTIVE DIRECTOR

Jamie Hassall

COMPANY NUMBER

2366377 (England and Wales)

CHARITY NUMBER

1068607

REGISTERED OFFICE

PACTS
c/o The Chevron Group
141-149 Salisbury House
London Wall
London
EC2M 5QQ

WEB SITE

www.pacts.org.uk

INDEPENDENT EXAMINER

Barefoot Accounting Ltd
Regent House
Linlithgow
West Lothian
EH49 7HU

BANKERS

Cooperative Bank plc
PO Box 250
Delf House
South Way
Skelmersdale
WN8 6WT

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The directors and trustees present their annual report and the independently examined financial statements for the year ended 31 March 2025 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective January 2019).

OUR PURPOSE AND ACTIVITIES

Objectives and Scope

The charitable objective of PACTS is 'To protect human life through the promotion of transport safety for the public benefit.'

The trustees have developed and refined their objectives over many years. In the second half of 2021, a thorough review of strategy was launched and completed in the second half of 2022. The refreshed vision for the charity is 'a transport system free from death and life changing injury where all users feel safe'. The four strategic aims to achieve our vision are:

1. Proactively influence change.
2. Growing a valued and well supported Membership.
3. Securing strong parliamentary participation and engagement.
4. Identifying and researching the right subjects at the right time.

The trustees are pleased to see the new government has promised to deliver a new road safety strategy, but this had not been delivered by the end of March 2025. They recognise that major policy issues tend to distract the government away from transport safety. PACTS seeks to engage in a range of public policy debates, including transport, health and sustainability, adding the safety dimension, and always mindful of our charitable objective.

PACTS is unique in the fact it is multimodal and covers air, rail, and road transport, enabling it to access specialist advice across these fields to ensure best practice, experience, evidence, and knowledge is shared across these transport sectors. It is, however, on the roads where the burden of transport-related deaths and serious injuries are concentrated and therefore demands particular attention; the trustees recognise that PACTS should marshal its limited resources to address the areas where it can have most impact on the preservation of human life. The trustees support the *Safe System* for road safety management, in accordance with international best practice.

PACTS current focus is on the following areas of transport safety:

1. Road Safety Strategy (including the 2024 Manifesto demands)
2. Safe System implementation across modes
3. Transport risk in the value chain (work related transport safety)
4. Light Electric Vehicles (LEVs)
5. Automation across modes (rail and road)

Trustees have confirmed PACTS' support for international road safety efforts, the UN 2020 Resolution on road safety and the 2nd Road Safety Decade of Action (2020-30).

The trustees have referred, where appropriate, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

The trustees are satisfied that the priorities set, and the activities undertaken are in furtherance of the charitable objective and the public benefit.

Activities

PACTS promotes evidence-based solutions in transport safety. Having undertaken the review and release of the new vision and four supporting aims, PACTS' outward facing activities under three of these aims are:

- Proactively influence change – Our working parties provide world-leading knowledge and expertise for effective horizon scanning, identifying emerging issues and disruptive technologies.
- Securing strong parliamentary participation and engagement – Parliamentarians recognise PACTS as a leading, independent source of trusted, technical advice on transport safety. We continue to be asked to participate in consultations and Transport Select Committee inquiries.
- Identifying and researching the right subjects at the right time – we aim to provide informed advice in response to opportunities presented by the Parliamentary agenda and wider transport safety issues.

PACTS internal activity under the remaining theme is:

- Growing a valued and well supported Membership – subscriptions from memberships forms the backbone of the resource the charity requires to effectively undertake its activities. Work continues to identify potential new members and grow the membership.

Expanding on these four aims, to give further details of PACTS activities:

Parliamentary Engagement

PACTS continued to provide the secretariat to the All-Party Parliamentary Group (APPG) for Transport Safety until the general election was called on the 22nd May 2024 there were 24 members. Until July 2024, the APPG was co-chaired by MPs Sir Peter Bottomley, Fabian Hamilton, Baroness Jones and Baroness Randerson. Following the general election PACTS started recruiting new members as many existing MPs had lost their seats or were no longer standing. Sadly, in January 2025 Baroness Randerson died, which is a real loss due to the active role she played seeking improvements in transport safety.

The APPG was not reformed by the 31st March but the inaugural meeting will be the 24th April 2025 with the new chair being Andy MacNae MP, co-chairs Aphra Brandreth MP, Baroness Pidgeon, and Baroness Jones of Moulsecoomb and approaching 40 members. PACTS receives no income for this role.

Andy MacNae MP has accepted the request to be the new President of PACTS as Barry Sheerman stepped down as an MP. This was announced to members at the March Council of Members meeting.

PACTS also provided briefings to MPs, peers and the Shadow minsters on transport safety matters, to support Parliamentary debates, questions, EDMs and constituency matters.

Manifesto for Road Safety

PACTS led a campaign to create a Manifesto for Road Safety 2024 knowing a general election would be called. This involved working with 33 leading organisations and particular thanks goes to the RAC Foundation, RSF, the Road Safety Trust, and the then PACTS Advocacy Officer. This was launched on the 14th of May just before the general election was announced. It was a call to action for the Incoming Government with four strategic asks.

1. Developing a National Road Safety Strategy
2. Establishing a Road Safety Investigation Branch
3. Introducing Graduated Driver Licensing
4. Adopting Advanced Vehicle Safety Regulations

The campaign gained the backing of over 130 organisation and generated lots of social media engagement. It is hoped that these will be in the promised road safety strategy.

This was a high campaign priority for trustees as a unique opportunity to influence an incoming government. Our capacity in this area was considerably enhanced by the PACTS Advocacy Officer, funded by The Road Safety Trust.

Consultations.

As well as advising and supporting parliamentarians, PACTS seeks to influence Government to improve transport safety. PACTS submitted responses to nine government and Transport Select Committee's consultations including: EAPC changes, restricting the generation of surplus funds from traffic contraventions, amending the road vehicles regulations 1986, motorcycles using bus lanes, NH regulation, lowering the age limit for train drivers and the DVLA proposal to allow bus and lorry drivers with diabetes to use glucose monitoring systems.

Parliamentary reception.

PACTS hosted a parliamentary reception in December 2024 for Project EDWARD, where the Road Safety Minister gave the opening address and stated her commitment to road safety and that we would have a new road safety strategy was attended by approximately 30 MPs and Peers. At the end of November, the current Transport SoS Louise Haigh stood down and Heidi Alexander was appointed and the Trustees noted this might delay the release of the strategy.

DfT

PACTS has excellent communication channels with the DfT on transport safety matters. PACTS is a member of the DfT's Road Safety Delivery Group, and of its Motorists Forum. PACTS has close dialogue with DfT officials, meeting monthly to discuss the development of a new national road safety strategy, and other matters. PACTS was also invited to several meetings to advise on the road safety strategy along with several of our members.

Engagement

PACTS has maintained or developed important relationships with other official transport bodies and private sector stakeholders important to transport safety, including Office of Rail and Road, DVSA, RSSB, Transport Focus, MIB, WHO, and National Highways. PACTS is a steering group member of the DfT-funded road collision investigation project, run by the RAC Foundation. PACTS is represented on the Office of Rail and Road's Railway Industry Health and Safety Advisory Committee, and on the RoSPA National Road Safety Committee and several other bodies.

On a strategic basis, PACTS also participates in local safety bodies, including Transport for London's Vision Zero Stakeholder Group and the Vision Zero South West Partnership. All of this reflects the contribution that the charity seeks to make to improving transport safety and the recognition of its capability to contribute on a wide range of issues.

PACTS attended several roundtable events, including Road Safety hosted by the SoS and the Minister for Future Roads, a Ministerial roundtable on micromobility and road safety, a roundtable on data linkage hosted by the Chief Scientific Adviser to the DfT and a roundtable hosted by Brake and Seen Machines on vehicle safety technology.

PACTS will continue these activities in the year ahead and look to develop new strategic partnerships.

Working Parties

PACTS relies considerably on the technical expertise in its five working parties (WPs) to help progress both its vision and priorities. The WPs typically meet three times during the year. These are:

- Road Environment
- Road User Behaviour
- Vehicle Design
- Rail Safety, and
- Aviation Safety, where PACTS relies on the advice of the Air Safety Group.

These groups provide a wealth of expertise and a depth of knowledge on which PACTS trustees and staff can draw in developing new thinking about transport safety, research projects, responding to government consultations and select committee inquiries, and in identifying examples of good practice to promote. Membership of the working parties is by invitation from PACTS, and it is generally a mutually beneficial arrangement. Many PACTS members

see the working parties as a significant benefit of PACTS membership. The trustees are grateful to all who participate and particularly to the Chairs: Professor David Crundall, Richard Cuerden, Kate Fuller and Carolyn Griffiths and vice-chairs who assist: Neil Greig, Alix Edwards, Martin Wiltshire and David Packer. The trustees are also grateful to Nick Clutton, Air Safety Group Chair, and Sarah-Jane Fox for providing the aeronautical safety link to PACTS.

The PRC continues to integrate the agendas of the working parties with the strategic objectives and activities of PACTS.

Forums and Steering groups

The Work-Related Road Safety forum has been set up based loosely on the group PACTS had from before that had its last meeting in May 2021. The new Forum consists of Companies that lead on work-related road safety is chaired by Saul Jeavons. A Steering Group chaired by Sarah Taylor has also been set up.

The [Safe System Practitioner Network](#), which was launched in January 2024, has continued. Nearly twenty Local Authorities are now members of the network which aims to support practitioners in their implementation of the Safe System, the best practice approach to eliminating death and serious injury on roads. Reports have been published for the Department of Transport and a website launched with partner organisation Road Safety GB.

PACTS does not have volunteers, in the usual meaning of the word for the charity-sector. However, a great number of people contribute considerable time and expertise at no cost to PACTS – particularly through the working parties – and enable PACTS to be credible and effective across a wide range of transport safety matters. The trustees are very grateful to all those people.

Support

The trustees are glad to report that PACTS continues to undertake and promote innovative and timely research. In November 2024, PACTS published a report funded by the Safer Roads Foundation, *Learning from Tragedy: coronial inquests and prevention of future death reports for road fatalities in the UK*.

Updates

We maintain pressure on the Government to adopt new vehicle safety regulations (General Safety and Pedestrian Safety Regulations) and to publish a new road safety strategy. PACTS has a constructive relationship with DfT and its officials and keeps the pressure on regarding the need for the regulations that PACTS has proposed. As part of this, PACTS and a coalition of road safety organisations have used the road safety manifesto to promote four priority areas, and the government has already confirmed they will have a new road safety strategy.

PACTS were delighted to award Lion Laboratories £94,500 for meeting the requirements of stage 3 of the Mobile Evidential Breath Testing Instruments (MEBTI) competition which DfT funded. It reached its third and final stage and submitted devices to Dstl for testing in the agreed timeframe. A small amount of funding remains and PACTS have requested £3,500 of additional costs leaving £7,000 to be returned to DfT next year.

As secondary legislation is drawn up, following the AV Act of 2024, PACTS is pleased to support the Government with the Deputy Executive Director sitting on the [Centre for Connected and Autonomous Vehicles Expert Advisory Panel](#).

PACTS has offered a programme with a mix of in-person, hybrid, and online events for its members:

- May 2024 – The Vehicle Design Working Party meeting was held online
- May 2024 – The Road User Behaviour Working Party meeting was held online
- May 2024 – The Road Environment Working Party meeting was held online
- May 2024 – The Rail Safety Working Party meeting was held online
- July 2024 – The Council of Members meeting was held in-person at Jacobs Engineering and online
- October 2024 – A joint Working Party meeting was held in-person at the WMG at Warwick University
- November 2024 – The Council of Members meeting was held in-person at the House of Commons and online
- November 2024 – Conference ‘Cultural Maturity in Transport Safety’ was held online
- December 2024 – 32nd Westminster Lecture with keynote speaker Professor Tim Nutbeam
- January 2025 – The Vehicle Design Working Party meeting was held online.

- January 2025 – The Road Environment Working Party meeting was held online.
- January 2025 – The Rail Safety Working Party meeting was held online.
- January 2025 – The Road User Behaviour Working Party meeting was held online.
- March 2025 – The Council of Members meeting was held in-person at the House of Commons and online
- March 2025 – Conference – ‘The role of technology in the delivery of the Safe System’ was held in hybrid format at Aviva in London.
- Forum for companies who lead in work-related road safety:
 - 20th June 2024 (online)
 - 12th November 2024 (hosted by Aon in Birmingham)
- Work-related road risk steering group:
 - 28th February 2025
- Safe System Network:
 - 21st May 2024
 - 24th September 2024
 - 2nd December 2024
 - 19th March 2025

Communications

PACTS continues to be respected and sought out by the media. Social media is increasingly important, and PACTS now has over 2,693 LinkedIn followers (a growth of over 60% in the past year) and over 5,000 followers on X however this has remained static and is not viewed as the best means to communicate our message. PACTS has started a BlueSky account and is looking to grow its following. PACTS newsletters are sent monthly via HubSpot to a subscriber list of over 1,000 recipients. PACTS continues to promote its work through its own YouTube channel.

PACTS has continued to support international road safety matters, where this can be achieved with minimal impact on resources and remains a Board member of the European Transport Safety Committee (ETSC).

Future Activities

During the year ahead PACTS will undertake a range of activities to further its objectives. PACTS main priorities continue to be:

1. Road Safety Strategy (Including the Manifesto demands)
2. Safe System Implementation across modes
3. Transport risk in the value chain – Work related transport safety
4. Light Electric Vehicles
5. Automation across modes (Rail and Road)

In 2025/26 PACTS will have a focus on the release of the road safety strategy to ensure the government has the evidence it needs so it is fit for purpose to deliver a reduction in the numbers of KSIs on the road network and by doing so making the most of the other benefits such as active travel, reductions in transport related greenhouse gasses and the impact on the health service. PACTS has funding to help promote the safe system and best practice across a range of sectors. Several research projects for 2025/26 are being considered and funding sources are being actively explored. The communications strategy will also be reviewed.

PACTS will seek to promote uptake of its research recommendations – on seatbelts, roads policing, drink and drug driving, e-scooters and the Road Safety Manifesto recommendations. We look forward to the publication of the Roads Policing Review and the Road Safety Strategy and the Great British Railways by the UK government. PACTS will not be afraid to criticise deficiencies and offer evidence-based recommendation where needed. Trustees will support further campaigning by PACTS, in partnership, to persuade the UK government to have a robust road safety strategy.

Until the Road Safety Strategy and funding reviews are complete it is unlikely DfT will be in a position to support PACTS in 2025/26 however funding for two projects continues into the next financial year. National Highways have indicated continued funding, but this will not be confirmed until the next financial year. The Direct Line Group continue to support PACTS to undertake vital work. Other funders will be sought, and a programme of conferences and events developed, including Council of Members and working party meetings.

FINANCIAL REVIEW

The charitable company's total income for the year was 39% more than in the previous year. Total expenditure was 39.8% more than the previous year. PACTS had a profit of £666 compared to a profit of £1,047 in the previous year. Consequently, our total reserves increased from £114,981 to £115,647 which remains above our set reserves level and provide a slight cushion for future years. The unrestricted reserves increased from £114,981 to £115,647 and restricted reserves remained at zero.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investment which the trustees see fit. No investments have, however, been made during the year.

Funds Available and Reserves Policy

Trustees seek to have a robust and varied income stream for the charity with funds being raised through members' subscriptions, sponsorship of events, delegate fees at events and funding for specific projects. This has meant that the charity has not had to rely too heavily on any single source of income, thereby giving the charity greater flexibility to face uncertain times. PACTS received a substantial strategic partnership grant from the Road Safety Trust that allowed the Road Safety Advocacy Officer post to be created. This has had a hugely positive effect on the impact PACTS has. In November 2023 the funding was extended for another two years. This is a critical post within the PACTS operation for the coming year to ensure engagement with new MPs.

Economic conditions remain challenging for many organisations: inflation has remained high, and many costs such as energy bills and materials also remain high. Public sector finances are still heavily constrained and private sector members look very carefully at the value of their support. Trustees are ambitious for PACTS and recognise that staff resources need to be maintained, and preferably increased, to meet our objectives. Following a short period of hiring meeting room space at the CHIT, PACTS will be sharing office space with new corporate member Chevron TM based on London Wall from April 2025. Expenditure on IT systems etc are at the right level to meet operational needs and costs cannot be reduced without affecting activity levels. Attracting grants and sponsorship for specific research is feasible but generating adequate income to cover core charitable functions is a greater challenge. In this regard, The Road Safety Trust grant for an Advocacy Officer is extremely helpful.

Through the Management and Finance Committee (MFC), the trustees have emphasised the need to maintain income and to balance the books. The level of churn in membership was small and new members joined. The total number of members has grown to 162, with new members attracted from several sectors, including medical, energy sector, universities, insurance companies and software/technology. In financial terms, the loss of a single corporate member, which usually occurs for reasons beyond the control of PACTS, far outweighs the income from a few other members.

The MFC decided in February 2025 to raise membership subscriptions by 4% for 2025/26. This has been accepted by members. The three-year membership deal with 20% discount is now a routine offer and many members have again taken this option. It secures income and reduces administration in future years. It is also an indication of the commitment that members have to PACTS.

National Highways, the DfT and Aviva contributed sponsorship to PACTS' Spring conference. The Road Safety Trust provided grants for research and the Advocacy Officer. The Safer Roads Foundation sponsored [Learning From Tragedy report](#) looking at Coronial inquests and the prevention of future deaths reports and Oxa funded the joint work party meeting. The trustees are grateful to these major funders.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation.

They noted that the charity had successfully operated with a much smaller reserve for several years and that the reputation of the charity is such that its immediate future is not at stake. They also noted the guidance of the Charities Commission not to maintain excessive reserves. In recent years a surplus, above the target, was achieved. Expenditure varies from year to year but in reserves have increased and so the reserve was raised to £90,000 in 2023/24 and this still no longer represents about four months of expenditure and trustees have therefore decided to increase this to £110,000 as a target figure.

The budget set for the year ahead seeks to achieve a cost neutral position with the aim of a small surplus if achievable. The budget is like that for previous years with two notable changes. The Road Safety Trust has extended funding for the Advocacy Officer for two additional years at £63,800 pa until November 2025, work is progressing to seek a continuation of this funding. DfT have made no announcement of road safety funding at this stage and additional funding is unlikely until this has been announced.

The trustees continue to work with the Executive Director in developing a robust strategy to increase membership income and increase the success of applications for research grants and event sponsorship. Some uncertainties inevitably remain. Savings are being made by sharing office space and a long-term agreement will be sought. The Management and Finance Committee is monitoring the situation regularly and the budget will be reviewed in year as needed. PACTS has a good track record of raising income and controlling costs. To date, income has been encouraging.

The trustees have agreed that the reserves policy will be reviewed on an annual basis.

REFERENCE AND ADMINISTRATIVE DETAILS

The company information set out on page 1 forms part of this report and includes details of our advisers and reference numbers.

Directors and Trustees

All directors of the company are also trustees of the charity and there are no other trustees. The current directors are shown on page 2 of these financial statements. In July 2024, Tony Ciaburro resigned as Chair and Director. Dan Campsall was elected as the new Chair of the Board of Trustees and Directors, and Teresa Ciano was elected as Vice Chair. Teresa Ciano also took over from Dr Ian Greenwood as Chair of the PRC.

The Board has the power to appoint additional trustees as it considers fit to do so. Dr Ian Greenwood decided to step down as a Trustee and John Plowman confirmed that he would step down in 2025/26 so three additional Directors were appointed on 13th March 2025 and they will be confirmed as Trustees at the next AGM (2025/26). The new trustees are Mara Tafadzwa-Makoni, Keith Irving and Arnab Majumdar. With ten directors and trustees (at year end), the Board considers there are sufficient members.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a private company limited by guarantee and is therefore governed by its Memorandum and Articles of Association. These were reviewed in 2022/23 and were adopted in 2023/24.

The charity is organised so that its directors and trustees meet three times annually and exercise responsibility for its governance. In the intervening period the Executive Director deals with the routine business with the help of members of PACTS staff. He is assisted by the MFC, which meets at least three times a year. Jon Crockett remains the MFC Chair and Teresa Ciano as Vice-Chair. The membership of this committee comprises six trustees and two co-opted (at year end).

The trustees are also supported by a PRC, to help with the development of PACTS policy and research projects. In 2024, Carolyn Griffiths remains as Vice-Chair. The committee meets two or three times a year. It comprises three trustees (at year end) and the chairs of the five technical working parties. It has also other co-opted members with specific expertise, including Professors Oliver Carsten, Mark Young and Sally Kyd as Special Advisers to PACTS. The membership of both committees is kept under review on an annual basis.

Governance Review

Following the review of governance procedures and effectiveness in 2020/21, this year has been focused on continuing to deliver of the action plan. A review was carried out in October 2024 with the following changes made:

- Terms of reference for the Chair's role were changed from three to five-year terms
- The quoracy of the sub-committees was updated to reflect that quorum is not met unless at least one trustee is present
- The role of the special adviser was included

- It was noted that trustees will be allocated membership of a sub-committee based on the organisation's need rather than the trustee's preference.

The trustees believe that the governance arrangements and documentation (the PACTS Governance Framework) is proportionate to the size and resources of the organisation, not unduly burdensome and helpful to the delivery of the charity's objectives.

Staffing and capacity

There were the following staff changes in 2024/25.

- Jamie Hassall, Executive Director, served throughout the year.
- Margaret Winchcomb, Deputy Executive Director, served throughout the year.
- Mabyn Dueck, Administrative Officer, served through the year.
- Elva Tehan (self-employed) PACTS Finance Officer served throughout the year.
- In November 2024 Wioletta Zwyicka joined as the new Communications Officer.
- In January 2025, Kumar Niketan left his role as Advocacy Officer.
- In January 2025, Jamie Morphet was appointed as the new Advocacy Officer.

The trustees previously appointed the People's Pension Company Ltd as the pension provider for the PACTS workplace pension scheme. All employees are automatically enrolled and nearly all have chosen to remain in the scheme. Workplace Pensions Ltd manage the scheme for PACTS and ensure PACTS is compliant with legal requirements. The PACTS employer pension contribution for all staff is 10%. Staff are encouraged to make additional employee contributions and some do.

Bookkeeping and accountancy services were provided by Elva Tehan and 4M Accounting remain the accountants. IT support is provided by Anthony Cluer and Payroll services were moved to 4M to improve the service provided.

The role of Company Secretary was undertaken by the Executive Director, with specialist legal advice sought as necessary.

The trustees are grateful to all these organisations and individuals who help PACTS to deliver its objectives and services.

RISK MANAGEMENT

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. The Risk Register is now updated and reviewed at each MFC meeting. A specific focus remains on banking scams and other email and phone-based phishing attempts. The trustees identified these as principally financial and business continuity. All staff have received training in this area to help mitigate the risk.

The trustees are satisfied that the remit given to the MFC enables potential risks to be monitored, reports to be produced and steps taken during the year to lessen the impact of any risks that may emerge during the year. One mechanism by which this is discharged is the Executive Director Report and Risk Register review via the MFC and Board meetings but any issues will be raised at the time and a short report issued. These highlight any concerns which are then discussed and acted upon where necessary. Minutes of the Trustees' Meetings have action logs to summarise and track actions, including risk mitigation.

The trustees remain of the opinion that the major sources of risk to the charity are the uncertainty of the income streams, although these have proved reasonably stable (in aggregate) over the past few years. The annual additions to reserves in the years since 2013, apart from 2023, are steps in the right direction. Changes in personnel with accompanying loss of knowledge is also a significant risk. This would risk impacting the charity's capacity to deliver its programme of research and events. This has been mitigated by a deliberate management strategy to share roles and skills within the team. Trustees, working party chairs, advisors and co-opted committee members also contribute greatly to the substantive work of the charity.

In November 2024 PACTS moved out of the Transport Focus offices and used ad hoc meeting spaces at the NCVO building until December 2024. From January 2025 – March 2025, PACTS hired a meeting room at the

CIHT offices. A new temporary lease was secured starting April 2025, with The Chevron Group at their London Wall location, for use on Mondays and Fridays (and other days as available).

The trustees themselves have assisted the Executive Director with several management tasks including fundraising, HR, business planning, marketing, and communications. This also builds capacity and resilience in the organisation.

PACTS staff work in a hybrid method that has made the sharing of office space workable and affordable. This approach has increased our scope to recruit staff that need a more flexible working pattern. Options for hybrid events (combining physical and virtual attendance) are being used and work well for members such as Local Authorities that may have restrictions on travel.

Internal financial control procedures were formalised in 2020/21 and are viewed as required. Trustees are satisfied that controls are fit for purpose.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of PACTS for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principals in the charity's SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 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.

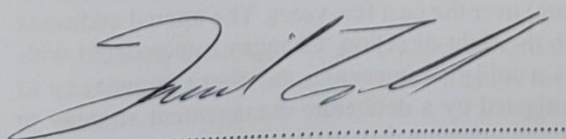
The trustees are responsible for the maintenance and integrity of the corporate and financial information including on the charity company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

The trustees intend to reappoint the independent examiner to undertake the independent examination of the company for the following year.

This report has been prepared in accordance with the provisions applicable to the small company exemption.

This report was approved by the Board on 13th November 2025 and signed on its behalf by the Chair.



.....
Daniel Campsall,
Director and Trustee

Independent Examiner's Report to the Trustees of The Parliamentary Advisory Council for the year ended 31 March 2025

I report to the charity trustees on my examination of the financial statements of the above company for the year ended 31 March 2025 which are set out on pages 13 to 21.

Responsibilities and basis of report

As the charity's trustees of the company (who are also the directors of the company 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 company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of the Accounting Association of Technicians.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the financial statements do not accord with such records; or
- the financial statements do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- 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 accounts in accordance with the Financial Reporting Standard applicable to in the UK and Republic of Ireland (FRS102).

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.



Jon Norton FMAAT
Independent Examiner
Barefoot Accounting Ltd,
Regent House, Linlithgow
EH49
Date: 13th November 2025

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2025

	<u>Notes</u>	<u>Unrestricted funds</u> £	<u>Restricted funds</u> £	<u>Total funds 2025</u> £	<u>Total funds 2024</u> £
<u>Income</u>					
Donations & research grants	2	10,653	161,780	172,432	93,683
<i>Income from charitable activities</i>					
Subscriptions		128,295		128,295	109,613
Conferences and other projects		22,208		22,208	-
<i>Income from trading activities</i>					
Sponsors and fees		11,000		11,000	38,000
Other income		4,250		4,250	
Interest income		11,521		11,521	10,352
Total income		<u>187,927</u>	<u>161,780</u>	<u>349,706</u>	<u>251,648</u>
<u>Expenditure</u>					
<i>Costs of raising funds:</i>					
Promotion & publicity	4	1,489		1,489	1,326
<i>Expenditure on charitable activities:</i>					
Charitable activities	3	<u>185,772</u>	<u>161,780</u>	<u>347,552</u>	<u>249,275</u>
Total expenditure	6	<u>187,261</u>	<u>161,780</u>	<u>349,041</u>	<u>250,601</u>
Net income/(expenditure)		666	-	666	1,047
Funds transferred		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		666	-	666	1,047
Total funds brought forward at 1st April 2024		114,981		114,981	113,934
Balance carried forward at 31st March 2025		<u>115,647</u>	<u>-</u>	<u>115,647</u>	<u>114,981</u>

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

All income and expenditure derive from continuing activities.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

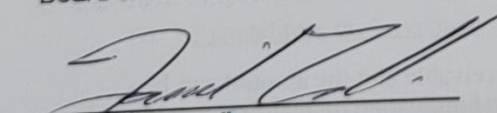
COMPANY NO. 2366377

BALANCE SHEET AS AT 31 MARCH 2025

	Notes	£	2025 £	£	2024 £
FIXED ASSETS					
Tangible assets	10		2,280		2,023
CURRENT ASSETS					
Debtors	11	127,821		131,534	
Cash at bank & in hand	12	191,295		239,418	
		319,116		370,952	
CREDITORS					
Amounts falling due within one year	13	(205,749)		(257,994)	
NET CURRENT ASSETS			113,367		112,958
NET ASSETS			<u>115,647</u>		<u>114,981</u>
FUNDS					
Restricted Funds	15				
Unrestricted funds	15		115,647		114,981
Members Funds			<u>115,647</u>		<u>114,981</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2025. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at the 31 March 2025 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the Board on 13 November 2025 and signed on its behalf.


Daniel Campsall
Director and Trustee

PACTS NOTES TO THE ACCOUNTS 2024/25

1. ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared under the historical cost convention and on a going concern basis, as no material uncertainties exist and future funding is sufficient at the present time. The financial statements are presented in sterling which is the functional currency of the charity.

PACTS meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

(b) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income has been met, it is probable that the income will be received and the amount can be measured reliably.

The income of the company is made up of annual and other members' subscriptions, government and other grants, donations, fees for conferences and research contracts, sponsorship and sales (net of Value Added Tax).

Income is accounted for on an accruals basis except for voluntary donations and other subscriptions which are accounted for when received, and grants to fund a particular activity which are accounted for to ensure that the income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(c) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations and research grants which the donor has specified are to be solely used for a particular area of the charity's work or for specific research projects being undertaken by the charity.

(e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by the staff on these activities.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis.

Web Development	25%	straight line basis
Computer Equipment	33.3%	straight line basis
Furniture	10%	straight line basis

(g) Pension Scheme

The company operates a scheme to contribute a defined amount to individual employees' pension schemes and the pension charge represents the amounts payable by the company to the various funds in respect of the year.

(h) Promotion and Publicity Costs

Promotion and publicity costs comprise amounts incurred in raising the profile of the charity and inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and sponsorship and the costs incurred in ensuring that the work of the charity is recognised by members of both Houses of Parliament and others.

(i) Expenditure on Governance of the Charity

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity such as the costs of the Independent Examiners Report as well as costs of any strategic planning for the future.

(j) Debtors

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly lucrative assets with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account.

(l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Operating Leases

The charity classifies the rental of the premises from which it carries out its activity as an operating lease.

Rentals payable under operating lease is charged to the Statement of Financial Activities as incurred over the term of the lease.

(n) Judgements and key sources of estimation uncertainty

In the application of the company'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.

FACTS NOTES TO THE ACCOUNTS 2024/25

2 VOLUNTARY INCOME

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2025 Total</u>	<u>2024 Total</u>
Donations	10,653	4,500	15,153	
Grants		157,280	157,280	93,683
	<u>10,653</u>	<u>161,780</u>	<u>172,432</u>	<u>93,683</u>

Grants in 2024-25 included £157,280 Restricted Funds. Grants in 2023-24 included £93,683 Restricted Funds.

3 CHARITABLE ACTIVITIES EXPENDITURE

	<u>2025</u>	<u>2024</u>
Conference expenses	8,318	11,346
Project expenditure (including staff costs)	267,577	185,856
Premises and office costs	61,708	44,749
Staff costs - unrestricted activities		
Governance costs	9,949	7,323
Totals	<u>347,552</u>	<u>249,275</u>

4 PROMOTION AND PUBLICITY

	<u>2025</u>	<u>2024</u>
Advertising and printing		
Staff costs	1,489	1,326
	<u>1,489</u>	<u>1,326</u>

5 GOVERNANCE

	<u>2025</u>	<u>2024</u>
Staff costs	1,489	1,326
Independent Examiner's Fees	800	1,235
Professional fees	2,940	588
Travel & expenses	4,720	4,174
General overheads	0	0
	<u>9,949</u>	<u>7,323</u>

6 TOTAL RESOURCES EXPENDED

	<u>Staff</u>	<u>Depreciation</u>	<u>Other</u>	<u>2025</u>	<u>2024</u>
Charitable activities expenditure	131,676	1,703	42,444	175,823	148,269
Restricted charitable expenditure	49,020	-	112,759	161,780	93,683
Promotion and publicity	1,489	-	0	1,489	1,326
Governance	1,489	-	8,460	9,949	7,323
	<u>183,674</u>	<u>1,703</u>	<u>163,664</u>	<u>349,041</u>	<u>250,601</u>

7 NET INCOMING RESOURCES**2025****2024**

The net incoming resources are stated after charging

Depreciation of tangible fixed assets owned by charity

1,703

2,237

Operating lease - rent

6,230

4,848

8 STAFF COSTS**2024****2024**

Salaries

148,064

138,997

Social security costs

9,495

7,815

Pension costs

26,115

21,099

183,674167,911

Average numbers employed in the year:

Charitable work

6

6

All staff spend a certain amount of time on fund raising and governance work.

One employee had benefits (excluding employer's pension costs) over £60,000 (2023/24 no employees).

Key employees total remuneration

£68,794 (2024 - £61,132) including employer pension costs.

The trustees receive no remuneration in respect of their duties as Trustees.

Expenses were reimbursed to one trustees in 2024/25 totalling £1,365 (2023/24 £2,685)

9 TAXATION

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 FIXED ASSETS -TANGIBLE

	<u>Web Development</u>	<u>Office Equipment etc</u>	<u>Total</u>
Cost or valuation At 1st April 2024	4,729	13,271	18,000
Additions		1,960	1,960
Disposals			
At 31st March 2025	<u>4,729</u>	<u>15,231</u>	<u>19,960</u>
Depreciation At 1st April 2024	4,729	11,248	15,977
Charge for year		1,703	1,703
Disposals			
At 31st March 2025	<u>4,729</u>	<u>12,951</u>	<u>17,680</u>
Net Book Value At 31st March 2025	<u>-</u>	<u>2,280</u>	<u>2,280</u>
At 31st March 2024	<u>-</u>	<u>2,023</u>	<u>2,023</u>

11 DEBTORS

	2025	2024
Due within one year		
Prepayments	1,580	3,772
Other debtors	126,241	127,762
	<u>127,821</u>	<u>131,534</u>

12 CASH AT BANK

The cash at bank includes £7000 held in respect of the DfT awards and £31,500 held for various projects.

13 CREDITORS

	2025	2024
Amounts falling due within one year:		
Taxation and social security	503	1,915
Deferred income - subscriptions	152,892	114,679
MEBTI Winners' fund	7,000	105,000
Other creditors & accruals	45,355	36,399
	<u>205,749</u>	<u>257,993</u>

14 FUNDS

	Balance 31.3.24	Incoming resources	Resources expended	Transfers	Balance 31.3.25
Unrestricted funds	114,881	187,827	187,281	-	115,847
Restricted Funds					
Safe Systems		27,000	27,000		-
PACTS Dashboard Sponsorship		5,417	5,417		-
RSA Older Drivers		45,063	45,063		-
Road Safety Advocacy Officer		63,800	63,800		-
DfT Grant Forum for Companies		16,000	16,000		-
Safe Roads Foundation		4,500	4,500		-
Total Restricted	-	181,780	181,780	-	-
	-				
Total funds	114,881	348,708	348,041	-	115,847

The restricted funds listed above have received grants from DfT and Road Safety Trust to enable the charity to carry out its research projects.

14 FUNDS PRIOR YEAR

	Balance 31.3.23	Incoming resources	Resources expended	Transfers	Balance 31.3.24
Unrestricted funds	113,833	167,885	168,817	-	114,881
Restricted Funds					
E- Scooter	-	1,750	1,750		-
Road Safety Advocacy Officer	-	59,933	59,933		-
Safe Systems	-	32,000	32,000		-
Total Restricted	-	83,883	83,883	-	-
	-				
Total funds	113,833	261,848	260,800	-	114,881

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total 2025</u>
Tangible fixed assets	2,280	-	2,280
Cash at bank	191,295		191,295
Net current assets/(liabilities)	(77,929)		(77,929)
	<u>115,647</u>	<u>0</u>	<u>115,647</u>

Please note, the bank balance includes £7000 held for DfT awards and £31,500 held for the Safe Systems research project.

16 LEGAL STATUS OF THE CHARITY

The Parliamentary Advisory Council for Transport Safety is a private company, incorporated in England and Wales, limited by guarantee and has no share capital. Each guarantor has agreed to contribute up to £10 in the event of the winding up of the company. The registered office is 141-149 Salisbury House, C/O Chevron Tm Ltd, London Wall, London, England EC2M 5QQ.

17 PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual employees' Pension Schemes. The assets of the funds are held separately from those of the company in independently administered funds. At the balance sheet date there were unpaid contributions of £2,438 (2024: £1,933).

18 OPERATING LEASE COMMITMENTS

At 31st March 2025, total commitments under operating leases were as set down below:

	<u>Land & buildings 2025</u>	<u>Land & buildings 2024</u>
Operating leases which expire:	0.00	0.00
Within one year	<u>0</u>	<u>0</u>
The charge for the year for the above Lease was	0	0

19 RELATED PARTY TRANSACTIONS

Agilysis Ltd (D Campsall)

Payments totalling £ 9,283 including VAT (2024: £1500)

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

**TRADING AND
PROFIT AND LOSS
ACCOUNT FOR THE
YEAR ENDED 31
MARCH 2025**

	2025	2024
INCOME		
Membership subs	128,295	109,613
Grants, projects, donations	157,280	61,683
Conference fees & sponsorship	33,208	70,000
Donations	15,153	-
Other Income	4,250	0
	<u>338,185</u>	<u>241,296</u>
EXPENDITURE		
Conference expenses	8,318	11,346
Research projects	85,115	19,208
Working Party costs	1,765	1,389
Salaries	183,674	167,911
Subcontract	7,000	
Recruitment & training	6,937	2,675
Office rental & premises costs	6,230	4,848
Stationery & office expenses	6,164	6,178
Telecommunications	330	348
Web development costs	402	936
Subs & publications	0	0
Committee, travel & entertaining	4,720	4,174
Accountancy & payroll	19,477	19,024
Independent examination	800	1,235
Bank charges	28	530
Insurances	1,391	1,277
Publicity & promotion	2,485	127
ETSC	1,738	3,699
Depreciation	1,703	2,237
Professional fees	2,940	588
Non-recoverable VAT	7,822	2,850
Computer & sundry expenses	<u>0</u>	<u>19</u>
	349,041	250,601
OPERATING SURPLUS/(DEFICIT)	<u>(10,855)</u>	<u>(9,304)</u>
Interest receivable	<u>11,521</u>	<u>10,352</u>
Surplus/(deficit) for year	<u>666</u>	<u>1,047</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales - Charity number 1068607

Accounts

**THE PARLIAMENTARY ADVISORY
COUNCIL FOR TRANSPORT SAFETY
(A Company Limited by Guarantee)
DIRECTORS' AND TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

**Company No: 2366377
(England and Wales)**

Charity No: 1068607

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

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TRADING AND PROFIT AND LOSS ACCOUNT	23

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

ADMINISTRATIVE INFORMATION

DIRECTORS AND TRUSTEES	Anthony Ciaburro (Chairman) John Plowman Jonathan Crockett Julian Hill Daniel Campsall Teresa Ciano Muhammed Sadique Jennie Martin Ian Greenwood
SECRETARY & EXECUTIVE DIRECTOR	Jamie Hassall
COMPANY NUMBER	2366377 (England and Wales)
CHARITY NUMBER	1068607
REGISTERED OFFICE	Albany House 94-98 Petty France London SW1H 9EA
WEB SITE	www.pacts.org.uk
INDEPENDENT EXAMINER	Barefoot Accounting Ltd Regent House Linlithgow West Lothian EH49 7HU
BANKERS	Cooperative Bank plc PO Box 250 Delf House South Way Skelmersdale WN8 6WT

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

The directors and trustees present their annual report and the independently examined financial statements for the year ended 31 March 2024 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective January 2019).

OUR PURPOSE AND ACTIVITIES

Objectives and Scope

The charitable objective of PACTS is 'To protect human life through the promotion of transport safety for the public benefit.'

The trustees have developed and refined their objectives over many years. In the second half of 2021, a thorough review of strategy was launched and completed in the second half of 2022. The strategy will be reviewed again in late 2024. This report presents the position at 31 March 2024.

Our vision is 'a transport system free from death and life-changing injury, in which all users feel safe' and the four strategic aims to achieve our vision are:

1. Proactively influence change.
2. Growing a valued and well supported Membership.
3. Securing strong parliamentary participation and engagement.
4. Identifying and researching the right subjects at the right time.

The trustees recognise that major policy issues, such as the economy and climate change, or crises such as Russia's invasion of Ukraine and knock-on effects such as fuel prices and inflation, tend to distract the government away from transport safety. PACTS seeks to engage in a range of public policy debates, including transport, health, and sustainability, adding the safety dimension, and always mindful of our charitable objective.

PACTS is unique in the fact it is multimodal and covers air, rail, and road transport, enabling it to access specialist advice across these fields to ensure best practise, experience, evidence, and knowledge is shared across these transport sectors. It is on the roads where most of this experience needs to be focused as this is where most transport-related deaths and serious injuries occur. Trustees believe this is where PACTS should focus its efforts and where it can have most impact. The trustees support the *Safe System* for road safety management, in accordance with international best practice.

The PACTS priorities for road safety, reflecting the *Safe System*, have been set out in various documents since 2015.

Trustees have confirmed PACTS' support for international road safety efforts, the UN 2020 Resolution on road safety and the 2nd Road Safety Decade of Action (2020-30).

The trustees have referred, where appropriate, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. The trustees are satisfied that the priorities set, and the activities undertaken are in furtherance of the charitable objective and the public benefit.

Activities

The activities of the charity have remained broadly in line with previous years. As noted, PACTS focuses on road safety as this is where most improvement is needed but maintains an active interest in rail and air safety issues. PACTS promotes evidence-based solutions in transport safety. Having undertaken the review and release of the new vision and four supporting aims. The outward facing activities are:

- Proactively influence change – Our working parties provide world-leading knowledge and expertise for effective horizon scanning, identifying emerging issues and disruptive technologies.
- Securing strong parliamentary participation and engagement – Parliamentarians recognise PACTS as a leading, independent source of trusted, technical advice on transport safety. We continue to be asked to participate in consultations and TSC inquiries.
- Identifying and researching the right subjects at the right time – we aim to provide informed advice in response to opportunities presented by the Parliamentary agenda and wider transport safety issues.

Internal activity:

- Growing a valued and well supported Membership – subscriptions from memberships forms the backbone of the resource the charity requires to effectively undertake its activities. Work continues to identify potential new members and grow the membership.

In 2023/24, flexible arrangements for most PACTS events were put in place, including hybrid options for conferences and Board meetings, while other meetings remained online to facilitate increased attendance. PACTS continued to provide the secretariat to the All-Party Parliamentary Group (APPG) for Transport Safety, now with 24 members. The APPG is co-chaired by MPs Sir Peter Bottomley, Fabian Hamilton, Baroness Jones, and Baroness Randerson. Following the new rules introduced for APPGs in 2023, the structure of the group was reviewed and reformed. PACTS receives no income for this role and the APPG has none.

PACTS also provided briefings to MPs, peers and the Shadow ministers on transport safety matters, to support Parliamentary debates, questions, EDMs and constituency matters. PACTS led a campaign to persuade the British Government to adopt the same (or better) vehicle safety regulations as those applied in the EU from July 2022. This was a high campaign priority for trustees. The second briefing note on this topic 'Still unvaccinated' was well received. The UK government however remains non-committal. PACTS will continue this campaign in 2024/25 until it has been adopted. Our capacity in this area was considerably enhanced by the appointment of a Road Safety Advocacy Officer, funded by The Road Safety Trust, and in November 2023 funding was extended for an additional two years.

As well as advising and supporting parliamentarians, PACTS seeks to influence Government to improve transport safety. PACTS submitted responses to 16 government and Transport Select Committee's consultations including: Welsh Government Road Safety Strategy, Driver Certificate of Professional Competence changes, DVLA consultation on driver licensing for people with medical conditions, Home Office consultation on NDORS, the Justice Committee's CfE on coroner service, Home Office NDORS and Home Office Type Approval of Road Traffic Law Enforcement Devices.

PACTS hosted a parliamentary reception in December 2023 for Project EDWARD, where the Road Safety Minister gave the opening address and was attended by numerous MPs and Lords.

PACTS has excellent communication channels with the DfT on transport safety matters. PACTS is a member of the DfT's Road Safety Delivery Group, and its Motorists Forum (which last met on the 13th November 2023). PACTS has close dialogue with DfT officials, meeting monthly to discuss the development of a new national road safety strategy, and other matters.

PACTS has maintained or developed important relationships with other official transport bodies and private sector stakeholders important to transport safety, including Office of Rail and Road, DVSA, RSSB, Transport Focus, MIB, WHO, and National Highways. PACTS is a steering group member of the DfT-funded road collision investigation project, run by the RAC Foundation. PACTS is represented on the Office of Rail and Road's Railway Industry Health and Safety Advisory Committee, and on the RoSPA National Road Safety Committee and several other bodies.

On a strategic basis, PACTS also participates in local safety bodies, including Transport for London's Vision Zero Stakeholder Group and the Vision Zero South West Partnership. All of this reflects the contribution that the charity

seeks to make to improving transport safety and the recognition of its capability to contribute on a wide range of issues.

PACTS attended several roundtable events, including Automated Vehicles hosted by the SoS, a road safety event with the shadow Roads minister hosted ROSPA, and a Speed Management event co-hosted by PACTS and the CIHT.

PACTS will continue these activities in the year ahead and look to develop new strategic partnerships.

PACTS relies considerably on the technical expertise in its five working parties. These typically meet three times during the year. These are:

- Road Environment
- Road User Behaviour
- Vehicle Design
- Rail Safety, and
- Aviation Safety, where PACTS relies on the advice of the Air Safety Group.

These groups provide a wealth of expertise and a depth of knowledge on which PACTS trustees and staff can draw in developing new thinking about transport safety, research projects, responding to government consultations and select committee inquiries, and in identifying examples of good practice to promote. Membership of the working parties is by invitation from PACTS, and it is generally a mutually beneficial arrangement. Many PACTS members see the working parties as a significant benefit of PACTS membership. The trustees are grateful to all who participate and particularly to the Chairs, Professor David Crundall, Richard Cuerden, Kate Fuller and Carolyn Griffiths who continued in their roles. All working parties have vice-chairs to assist. The trustees are also grateful to Nick Clutton, Air Safety Group Chair for providing the link to PACTS.

There was an additional working party on Work Related Road Safety that had its last meeting in May 2021, work this year has been undertaken to set up a new forum and this will start up next financial year.

The PRC continues to integrate the agendas of the working parties with the strategic objectives and activities of PACTS.

PACTS does not have volunteers, in the usual meaning of the word for the charity-sector. However, a great number of people contribute considerable time and expertise at no cost to PACTS – particularly through the working parties – and enable PACTS to be credible and effective across a wide range of transport safety matters. The trustees are very grateful to all those people.

The trustees are glad to report that PACTS continues to undertake and promote innovative and timely research. In May 2023, PACTS published the RST funded report, *Lustre: Lower Urban Speed Limits in Europe*. A report was also published by the RUBWP on online driver training in June 2023 and in January 2024, a follow-up report on e-scooter safety was also published, entitled *Comparing police and hospital e-scooter casualty datasets*.

We maintain pressure on the Government to adopt new vehicle safety regulations (General Safety and Pedestrian Safety Regulations) and to publish a new road safety strategy. PACTS has a constructive relationship with DfT and its officials and keeps the pressure on regarding the need for the regulations that PACTS has proposed. As part of this, PACTS is leading a coalition of road safety organisations to develop a road safety manifesto that the wider road safety community can sign up to. This will continue in 2024/25 in the run up to the general election.

Funds are still held for the Mobile Evidential Breath Testing Instruments (MEBTI) competition run by PACTS which DfT funded. It reached its third and final stage and two companies have submitted devices to Dstl for testing. However, technical challenges remain and the date at which a new generation of evidential breath test instruments are likely to be available to UK police has not been confirmed.

PACTS has offered a programme with a mix of in-person, hybrid, and online events:

- July 2023 – A joint Road Safety Working Party meeting was held at Loughborough University London
- September 2023 – The Vehicle Design Working Party meeting was held online
- September 2023 – The Road User Behaviour Working Party meeting was held online
- September 2023 – The Road Environment Working Party meeting was held online

- September 2023 – The Rail Safety Working Party meeting was held online
- November 2023 – The 31st Westminster Lecture on Transport Safety was held in-person
- November 2023 – Conference – ‘Tackling Speed: Why we can’t delay’ was held online.
- January 2024 – The Vehicle Design Working Party meeting was held online.
- January 2024 – The Road Environment Working Party meeting was held online.
- January 2024 – The Rail Safety Working Party meeting was held online.
- January 2024 – The Road User Behaviour Working Party meeting was held online.
- March 2024 – Conference – ‘Driving Change: Safe System Strategies for Eliminating Work-Related Road Deaths’ was held in hybrid format at the Royal Automobile Club in London.

PACTS continues to be respected and sought out by the media. Social media is increasingly important, and PACTS now has over 1,700 LinkedIn followers (a growth of over 50% in the past year) and over 5,000 followers on X (formerly Twitter). PACTS newsletters are sent on a monthly basis via HubSpot to a subscriber list of over 1,000 recipients. PACTS continues to promote its work through its own YouTube channel.

Attendance at PACTS conferences, working parties and other events is a measure of achievement and the year must be considered another success.

PACTS has continued to support international road safety matters, where this can be achieved with minimal impact on resources and remains a Board member of the European Transport Safety Committee (ETSC). PACTS President, Barry Sheerman MP, chairs the Independent Committee on Road Safety International (ICORSI) providing links and sharing best practice internationally.

PACTS and many PACTS members again made significant contributions to ETSC to raise transport safety standards at European and international levels. The charity was represented on the ETSC Board of Directors by Barry Sheerman (or the Executive Director in his absence); and Professor Richard Allsop who, until his recent death, was a PACTS Special Adviser, and a co-opted member. Heather Ward, a former PACTS Road Environment Chair, continued as co-chair of the Performance Information Network (PIN) programme. While PACTS plays an active and constructive part in ETSC, it does not have the same incentive to engage in matters relating to the EU or European Commission, as consultations may be limited to EU Member States and EU directives are not applicable to Great Britain. A recent example being a proposal to require all EU Member States to introduce an accompanied driving scheme for 17-year-old lorry drivers, a concerning step in the wrong direction for road safety.

Future Activities

During the year ahead PACTS will undertake a range of activities to further its objectives.

In 2024/25 PACTS will have a focus on the upcoming election to help inform a new government on the need to take transport safety seriously and by doing so making the most of the other benefits such as active travel, reductions in transport related greenhouse gases and the impact on the health service. PACTS has funding to help promote the safe system and best practice across a range of sectors. It is expected the MEBTI project will conclude next financial year. Several research projects for 2024/25 are being considered and funding sources such as DfT, RST, etc. are being looked at.

PACTS will seek to promote uptake of its research recommendations – on seatbelts, roads policing, drink and drug driving, e-scooters etc. We look forward to the publication of the Road Safety Strategic Framework by the UK government. PACTS will support this where it meets the Safe System approach but not be afraid to criticise deficiencies. Trustees will support further campaigning by PACTS, in partnership, to persuade the UK government to raise vehicle safety regulations in line with best practice.

DfT have agreed to support PACTS conferences in 2024/25 and it is hoped that National Highways will support us again this year. The Direct Line Group continue to support PACTS to undertake vital work. Other funders will be sought, and a programme of conferences and events developed, including Council of Members and working party meetings.

FINANCIAL REVIEW

The charitable company's total income for the year was 10% more than in the previous year. Total expenditure was 1.4% more than the previous year. PACTS had a profit of £1,048 compared to a deficit of £19,003 in the previous year and had funds paid early for future work. Consequently, our total reserves increased from £113,932 to £133,984 which remains above our set reserves level and have a slight cushion for future years. The unrestricted reserves increased from £113,932 to £114,981 and restricted reserves increased from zero to £19,003.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investment which the trustees see fit. No investments have, however, been made during the year.

Funds Available and Reserves Policy

Trustees seek to have a robust and varied income stream for the charity with funds being raised through members' subscriptions, sponsorship of events, delegate fees at events and funding for specific projects. This has meant that the charity has not had to rely too heavily on any single source of income, thereby giving the charity greater flexibility to face uncertain times. PACTS received a substantial strategic partnership grant from the Safer Roads Foundation that allowed the Road Safety Advocacy Officer post to be created. This has had a hugely positive affect on the impact PACTS has. In November 2023 the funding was extended for another two years. This is a critical post within the PACTS family for the coming year to ensure engagement with potential new MPs in the run up to the election.

Post-Covid era and UK economic performance has reshaped the way we engage with members and the wider audiences via conferences and other events, and this has had an impact on our historic funding model. While this has reduced our income in some areas it has also reduced the running costs, limiting any negative financial impact. Support from National Highways, DfT and commercial sponsors and reduced conference costs allowed the events to contribute to staff and overhead costs and the impact on PACTS' net income was small.

Economic conditions remain challenging for many organisations: inflation has remained high and many costs such as energy bills and materials also remain high. Public sector finances are still heavily constrained and private sector members look very carefully at the value of their support. Trustees are ambitious for PACTS and recognise that staff resources need to be maintained, and preferably increased, to meet the objectives. Having a physical office in the Westminster area is still considered important for staff, efficiency, visitors, and the identity of PACTS. The move from our own office to sharing with Transport Focus has worked well and has reduced running costs, and a review of future office requirements is being undertaken as the current agreement ends in November 2024. Expenditure on IT systems etc are at the right level to meet operational needs and costs cannot be reduced without affecting activity levels. Attracting grants and sponsorship for specific research is feasible but generating adequate income to cover core charitable functions is a greater challenge. In this regard, The Road Safety Trust grant for an Advocacy Officer is extremely helpful.

Through the Management and Finance Committee (MFC), the trustees have emphasised the need to maintain income and to balance the books. The level of churn in membership was small and new members joined. The total number of members has grown to 145, with new members attracted from several sectors, including medical, local government (Jersey) and software/technology. In financial terms, the loss of a single corporate member, which usually occurs for reasons beyond the control of PACTS, far outweighs the income from a few other members.

The MFC decided in February 2024 to raise membership subscriptions by 5% for 2024/25. This has been accepted by members without objection. The three-year membership deal with 20% discount is now a routine offer and many members have again taken this option. It secures income and reduces administration in future years. It is also an indication of the commitment that members have to PACTS.

National Highways, the DfT and the RAC Foundation contributed sponsorship to PACTS' Spring conference. The Road Safety Trust provided grants for research and the Advocacy Officer. The trustees are grateful to these major funders.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation.

Since 2016/17 the trustees have adopted a reserves target of four months expenditure as a medium to long-term target. In 2016/17 this was £80,000. They noted that the charity had successfully operated with a much smaller reserve for several years and that the reputation of the charity is such that its immediate future is not at stake. They also noted the guidance of the Charities Commission not to maintain excessive reserves. In recent years a surplus, above the target, was achieved. Expenditure varies from year to year but the reserves have increased and so the reserve was raised to £90,000 in 2023/24 and this still represents about four months of expenditure and trustees have therefore retained this target figure. In April 2024, the MFC reviewed this and decided to retain this figure.

The budget set for the year ahead seeks to achieve a modest surplus. The budget is similar to that for previous years. The Road Safety Trust awarded PACTS £63,800 pa for two years to fund the Advocacy Officer up until November 2025. Based on many years of experience, the trustees are confident that membership income can be maintained or increased and that applications for research grants and event sponsorship will succeed. Some uncertainties inevitably remain such as inflation remaining high and so costs increasing. Savings are being made by sharing office space and the future office strategy will look to keep this model rather than having our own office. The Management and Finance Committee is monitoring risks regularly and will update the budget if required. PACTS was subject to a banking scam and £30,000 was removed from the account but quick action led to this being recovered within two days. Staff training and new procedures are in place to minimise the risk of this happening again. PACTS has a good track record of raising income and controlling costs. To date, income has been encouraging.

The trustees have agreed that the reserves policy will be reviewed on an annual basis.

REFERENCE AND ADMINISTRATIVE DETAILS

The company information set out on page 1 forms part of this report and includes details of our advisers and reference numbers.

Directors and Trustees

All directors of the company are also trustees of the charity and there are no other trustees. The current directors are shown on page 2 of these financial statements. Dr Ian Greenwood took over from Julian Hill as Chair of the PRC.

The Board has the power to appoint additional trustees as it considers fit to do so. With nine directors and trustees (at year end), the Board considers there are sufficient members, but it is open to the possibility if a suitable candidate were to be identified, particularly if this addressed skills gaps and improved diversity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a private company limited by guarantee and is therefore governed by its Memorandum and Articles of Association. These were reviewed in 2022/23 and were adopted in 2023/24.

The charity is organised so that its directors and trustees meet three times annually and exercise responsibility for its governance. In the intervening period the Executive Director deals with the routine business with the help of members of PACTS staff. He is assisted by the MFC, which meets at least three times a year. Jon Crockett remains the MFC Chair and Teresa Ciano as Vice-Chair. The membership of this committee comprises five trustees and three co-opted (at year end).

The trustees are also supported by a PRC, to help with the development of PACTS policy and research projects. In 2023, Ian Greenwood took over from Julian Hill as the Chair and Carolyn Griffiths remains as Vice-Chair. The committee meets two or three times a year. It comprises three trustees (at year end) and the chairs of the five technical working parties. It has also other co-opted members with specific expertise, including Professors Richard Allsop and Oliver Carsten, Special Advisers to PACTS. Professors Richard Allsop died on 19th January 2024 and the Board have expressed their condolences to his family and reflected on the part Richard played in supporting PACTS over many years. The membership of both committees is kept under review on an annual basis.

Following the review of governance procedures and effectiveness in 2020/21, this year has been focused on continuing to deliver of the action plan. The next review will be carried out in late 2024.

In 2021/22 trustees set about implementing the action plan, presented to Members in July 2021. This resulted in the establishment of a Council of Members (a formalisation of the existing PACTS members meetings), the creation of the new role of president, a separate chair of the board, agreed terms of office for trustees, terms of reference for all position holders, annual reviews, and endorsement of the Nolan principles and other ethical and behavioural standards. The trustees believe that the governance arrangements and documentation (the PACTS Governance Framework) is proportionate to the size and resources of the organisation, not unduly burdensome and helpful to the delivery of the charity's objectives. They believe that this exercise has been successful and remains relevant.

A significant outcome from the Governance Review was changes in the roles of some trustees. Barry Sheerman MP, Chair of PACTS from the outset, resigned from the Board and became President. Tony Ciaburro was elected Chair of the Board and Dan Campsall elected Vice-Chair. There have been no changes this year, but the Chair Tony Ciaburro has announced his intention to step down as Chair and retire from PACTS following the AGM meeting in July. The Board feels that this continues to demonstrate the Board's commitment to equality, diversity, and inclusion.

The charity has a wholly owned subsidiary, PACTS (Training and Education) Limited. It was decided in 2022/23 that this would be closed, and this was completed in January 2024.

Staffing and capacity

There were the following staff changes in 2023/24.

- In May 2023 Jamie Hassall joined as the new Executive Director.
- In November 2023 Maby Dueck joined as the new Administrator (20 hours per week).
- In January 2024 the Communications Officer, Matthew Ferguson, left PACTS.
- Margaret Winchcomb, Deputy Executive Director, served throughout the year (four days per week).
- Kumar Niketan, Advocacy Officer, served throughout the year.
- Elva Tehan (self-employed) PACTS Finance Officer served throughout the year (ad hoc hours).

Business continuity was maintained but some functions undertaken by the Office & Events Manager are not fully covered (organise in-person conferences, any office move and administrative tasks) meaning they are having to be covered by other staff. This has now been resolved with the appointment of a new Administrator in November 2023.

The trustees previously appointed the People's Pension Company Ltd as the pension provider for the PACTS workplace pension scheme. All employees are automatically enrolled and nearly all have chosen to remain in the scheme. Workplace Pensions Ltd manage the scheme for PACTS and ensure PACTS is compliant with legal requirements. The PACTS employer pension contribution for all staff is 10%. Staff are encouraged to make additional employee contributions and some do.

Bookkeeping and accountancy services were provided by Elva Tehan and 4M Accounting were appointed as the new accountants. IT support is provided by Anthony Cluer and Payroll services were moved to 4M to improve the service provided.

The role of Company Secretary was undertaken by the Executive Director, with specialist legal advice sought as necessary.

The trustees are grateful to all these organisations and individuals who help PACTS to deliver its objectives and services.

RISK MANAGEMENT

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. The Risk Register is now updated and reviewed at each MFC meeting. A specific focus for the year related to a banking scam where £30,000 was removed from the account but recovered within two days and other email and phone-based phishing attempts. The trustees identified these as principally financial and business continuity. All were successfully managed.

The trustees are satisfied that the remit given to the MFC enables potential risks to be monitored, reports to be produced and steps taken during the year to lessen the impact of any risks that may emerge during the year. One mechanism by which this is discharged is the Executive Director Report or Risk Register review via the MFC and Board meetings but as with the banks scam, issues will be raised at the time and a short report issued. These highlight any concerns which are then discussed and acted upon where necessary. Minutes of the Trustees' Meetings have action logs to summarise and track actions, including risk mitigation.

The trustees remain of the opinion that the major sources of risk to the charity are the uncertainty of the income streams, although these have proved reasonably stable (in aggregate) over the past few years. The annual additions to reserves in the years since 2013, apart from 2023, are steps in the right direction. Changes in personnel with accompanying loss of knowledge is also a significant risk. This would risk impacting the charity's capacity to deliver its programme of research and events. This has been mitigated by a deliberate management strategy to share roles and skills within the team. Trustees, working party chairs, advisors and co-opted committee members also contribute greatly to the substantive work of the charity.

In November 2022, PACTS relocated to Albany House on a short-term lease, sharing an office with Transport Focus. The lease has been extended to November 2024. Trustees, staff and PACTS members are very pleased with the offices which have significant benefits at a fraction of the costs of renting dedicated office space. Other options for office premises are currently being explored before the lease expires.

The trustees themselves have assisted the Executive Director with several management tasks including fundraising, HR, business planning, marketing, and communications. This also builds capacity and residence in the organisation.

PACTS staff work in a hybrid method that has made the sharing of office space work and affordable. This approach has increased our scope to recruit staff that need a more flexible working pattern. Options for hybrid events (combining physical and virtual attendance) are being used and work well for members such as Local Authorities that may have restrictions on travel.

Internal financial control procedures were formalised in 2020/21 and are viewed as required. Trustees are satisfied that controls are fit for purpose.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of PACTS for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principals in the charity's SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information including on the charity company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

The trustees intend to reappoint the newly appointed independent examiner to undertake the independent examination of the company for the following year.

This report has been prepared in accordance with the provisions applicable to the small company exemption.

This report was approved by the Board on 11th July 2024 and signed on its behalf by the Chair.

A handwritten signature in black ink, appearing to read 'Tony Ciaburro', written over a dotted line.

Tony Ciaburro,
Director and Trustee

Independent Examiner's Report to the Trustees of The Parliamentary Advisory Council for the year ended 31 March 2024

I report to the charity trustees on my examination of the financial statements of the above company for the year ended 31 March 2024 which are set out on pages 13 to 22.

Responsibilities and basis of report

As the charity's trustees of the company (who are also the directors of the company 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 company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Accounting Association of Technicians.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the financial statements do not accord with such records; or
- the financial statements do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the financial statements have not been prepared in accordance with the Charities SORP (FRS102).

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.

Jon Norton FMAAT ACIE
Independent Examiner
Barefoot Accounting Ltd,
Regent House, Linlithgow
EH49

Date: 2024

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
<u>Income</u>					
Donations & research grants	2	-	93,683	93,683	94,101
<i>Income from charitable activities</i>					
Subscriptions		109,613	-	109,613	106,948
Conferences and other projects		-	-	-	-
<i>Income from trading activities</i>					
Sponsors and fees		38,000	-	38,000	23,437
Interest income		10,352	-	10,352	3,771
Total income		157,965	93,683	251,648	228,257
<u>Expenditure</u>					
<i>Costs of raising funds:</i>					
Promotion & publicity	4	1,326	-	1,326	4,483
<i>Expenditure on charitable activities:</i>					
Charitable activities	3	155,592	93,683	249,275	242,777
Total expenditure	6	156,917	93,683	250,600	247,260
Net income/(expenditure)		1,048	-	1,048	(19,003)
Funds transferred		-	-	-	-
Net movement in funds		1,048	-	1,048	(19,003)
Total funds brought forward at 1st April 2023		113,933	-	132,936	132,935
Balance carried forward at 31st March 2024		114,981	-	133,984	113,932

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

All income and expenditure derive from continuing activities.

THE PARLIAMENTARY ADISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO. 2366377

BALANCE SHEET AS AT 31 MARCH 2024

	Notes	£	<u>2024</u> £	£	<u>2023</u> £
FIXED ASSETS					
Tangible assets	10		2,023		3,284
Investment in subsidiary company	11		-		2
			<u>2,023</u>		<u>3,286</u>
CURRENT ASSETS					
Debtors	12	131,534		9,258	
Cash at bank & in hand	13	<u>239,418</u>		<u>289,091</u>	
		370,952		298,349	
CREDITORS					
Amounts falling due within one year	14	<u>(257,993)</u>		<u>(187,702)</u>	
NET CURRENT ASSETS			112,958		110,647
NET ASSETS			<u>114,981</u>		<u>113,933</u>
FUNDS					
Restricted Funds	15		-		-
Unrestricted funds	15		114,981		113,933
Members Funds			<u>114,981</u>		<u>113,933</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2024. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at the 31 March 2024 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the Board 2024 and signed on its behalf.


 Anthony Ciaburro
 Director and Trustee

PACTS NOTES TO THE ACCOUNTS 2023/24

1. ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared under the historical cost convention and on a going concern basis, as no material uncertainties exist and future funding is sufficient at the present time. The financial statements are presented in sterling which is the functional currency of the charity.

PACTS meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

(b) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income has been met, it is probable that the income will be received and the amount can be measured reliably.

The income of the company is made up of annual and other members' subscriptions, government and other grants, donations, fees for conferences and research contracts, sponsorship and sales (net of Value Added Tax).

Income is accounted for on an accruals basis except for voluntary donations and other subscriptions which are accounted for when received, and grants to fund a particular activity which are accounted for to ensure that the income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(c) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations and research grants which the donor has specified are to be solely used for a particular area of the charity's work or for specific research projects being undertaken by the charity.

(e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by the staff on these activities.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis.

Web Development	25%	straight line basis
Computer Equipment	33.3%	straight line basis
Furniture	10%	straight line basis

(g) Pension Scheme

The company operates a scheme to contribute a defined amount to individual employees' pension schemes and the pension charge represents the amounts payable by the company to the various funds in respect of the year.

(h) Promotion and Publicity Costs

Promotion and publicity costs comprise amounts incurred in raising the profile of the charity and inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and sponsorship and the costs incurred in ensuring that the work of the charity is recognised by members of both Houses of Parliament and others.

(i) Expenditure on Governance of the Charity

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity such as the costs of the Independent Examiners Report as well as costs of any strategic planning for the future.

(j) Debtors

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly lucrative assets with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account.

(l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Operating Leases

The charity classifies the rental of the premises from which it carries out its activity as an operating lease.

Rentals payable under operating lease is charged to the Statement of Financial Activities as incurred over the term of the lease.

(n) Judgements and key sources of estimation uncertainty

In the application of the company'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.

2 VOLUNTARY INCOME

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2024 Total</u>	<u>2023 Total</u>
Donations	-	-	-	24,601
Grants	-	93,683	93,683	69,500
	-	93,683	93,683	94,101

Grants in 2022-23 included £69,500 Restricted Funds

3 CHARITABLE ACTIVITIES EXPENDITURE

	<u>2024</u>	<u>2023</u>
Conference expenses	11,346	15,373
Project expenditure (including staff costs)	185,856	156,760
Premises and office costs	44,749	64,863
Staff costs - unrestricted activities	-	-
Governance costs	7,323	5,782
Totals	249,275	242,777

4 PROMOTION AND PUBLICITY

	<u>2024</u>	<u>2023</u>
Advertising and printing	-	3,119
Staff costs	1,326	1,364
	1,326	4,483

5 GOVERNANCE

	<u>2024</u>	<u>2023</u>
Staff costs	1,326	1,364
Independent Examiner's Fees	1,235	2,350
Professional fees	588	-
Travel & expenses	4,174	2,068
General overheads	-	-
	7,323	5,782

6 TOTAL RESOURCES EXPENDED

	<u>Staff</u>	<u>Depreciation</u>	<u>Other</u>	<u>2024</u>	<u>2023</u>
Charitable activities expenditure	120,387	2,237	25,645	148,269	166,745
Restricted charitable expenditure	44,872	-	48,811	93,683	70,250
Promotion and publicity	1,326	-	-	1,326	4,483
Governance	1,326	-	5,997	7,323	5,782
	167,911	2,237	80,453	250,600	247,259

7 NET INCOMING RESOURCES**2024****2023**

The net incoming resources are stated after charging

Depreciation of tangible fixed assets owned by charity

2,237

2,438

Operating lease - rent

4,848

13,091

8 STAFF COSTS**2024****2023**

Salaries

138,997

108,996

Social security costs

7,815

6,089

Pension costs

21,099

30,255

167,911145,340

Average numbers employed in the year:

Charitable work

5

4

All staff spend a certain amount of time on fund raising and governance work

No employee had benefits (excluding employer pension costs) over £60,000 (2023: 60000).

Key employees total remuneration

£61,132 (2023 - £58,140) (including employer pension costs)

The trustees receive no remuneration in respect of their duties as Trustees.

Expenses were reimbursed to trustees in 2023/24 totalling £2,685.50 (2023- £575.04)

9 TAXATION

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 FIXED ASSETS -TANGIBLE

Consolidated and Charity

Cost or valuation

At 1st April 2023

Web Office
Development Equipment etc Total

4,729 12,296 17,025

Additions

- 975 975

Disposals

- - -

At 31st March 2024

4,729 13,271 18,001

Depreciation

At 1st April 2023

3,546 10,195 13,741

Charge for year

1,183 1,053 2,237

Disposals

- - -

At 31st March 2024

4,729 11,248 15,978

Net Book Value

At 31st March 2024

- 2,023 2,023

At 31st March 2023

1,183 2,101 3,284

11 Investment

The investment of £2 in PACTS (Training & Education) Ltd was written off this year as this company was dissolved.

12 DEBTORS

Due within one year

Prepayments

Other debtors

2024 2023

3,772 1,008

127,762 8,250

131,534 9,258

13 CASH AT BANK

The cash at bank includes £105,000 held in respect of the DfT awards and £8,000 held for the Safe Systems Research project.

14 CREDITORS

	<u>2024</u>	<u>2023</u>
Amounts falling due within one year:		
Taxation and social security	1,915	5,150
Amounts owed to subsidiary undertaking	-	2
Deferred income - subscriptions	114,679	65,070
MEBTI Winners' fund	105,000	105,000
Other creditors & accruals	36,399	12,480
	<u>257,993</u>	<u>187,702</u>

15 FUNDS

	Balance 31.3.23	Incoming resources	Resources expended	Transfers	Balance 31.3.24
Unrestricted funds	113,933	157,965	156,917	-	114,981
Restricted Funds					
e-Scooters	-	1,750	1,750	-	-
Road Safety Advocacy Officer	-	59,933	59,933	-	-
Safe Systems	-	32,000	32,000	-	-
Total Restricted	-	93,683	93,683	-	-
Total funds	113,933	251,648	250,600	-	114,981

The restricted funds listed above have received grants from DfT and Road Safety Trust to enable the charity to carry out its research projects.

15 FUNDS PRIOR YEAR

	Balance 31.3.22	Incoming resources	Resources expended	Transfers	Balance 31.3.23
Unrestricted funds	132,186	158,757	177,010	-	113,933
Restricted Funds					
MEBTI	750	-	750	-	-
E- Scooter	-	15,000	15,000	-	-
Road Safety Advocacy Officer	-	43,500	43,500	-	-
Urban speed limit	-	11,000	11,000	-	-
Total Restricted	750	69,500	70,250	-	-
Total funds	132,936	228,257	247,260	-	113,933

The restricted funds listed above have been received from the Road Safety Trust (RST) to enable the charity to carry out its research projects. The grants received from RST in 2022/23 amounted to £69,500, relating to two research projects and funding the Advocacy Officer. Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2024/25.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total 2024</u>
Tangible fixed assets	2,023	-	2,023
Cash at bank	239,418	-	239,418
Net current assets/(liabilities)	(126,460)	-	(126,460)
	<u>114,981</u>	<u>-</u>	<u>114,981</u>

Please note, the bank balance includes £105,000 held for DfT awards and £9,000 held for the Safe Systems research project.

17 LEGAL STATUS OF THE CHARITY

The Parliamentary Advisory Council for Transport Safety is a private company, incorporated in England and Wales, limited by guarantee and has no share capital. Each guarantor has agreed to contribute up to £10 in the event of the winding up of the company. The registered office is Albany House Pacts Ground Floor, 94 - 98 Petty France,

18 PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual employees' Pension Schemes. The assets of the funds are held separately from those of the company in independently administered funds. At the balance sheet date there were unpaid contributions of £1933 (2023 - £2283).

19 OPERATING LEASE COMMITMENTS

At 31st March 2024, total commitments under operating leases were as set down below:

	<u>Land & buildings 2024</u>	<u>Land & buildings 2023</u>
Operating leases which expire:		
Within one year	-	-
The charge for the year for the above Lease was	-	-

20 RELATED PARTY TRANSACTIONS

Agilysis Ltd (D Campsall)

Payments totalling 1,500 including VAT (2023: £2,500)

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	2024	2023
INCOME		
Membership subs	109,613	106,948
Grants, projects, donations	61,683	69,500
Conference fees & sponsorship	70,000	23,437
Donations	-	24,601
Other Income	-	-
	<u>241,296</u>	<u>224,486</u>
EXPENDITURE		
Conference expenses	11,346	15,373
Research projects	19,208	9,583
Working Party costs	1,389	1,194
Salaries	167,911	145,340
Recruitment & training	2,675	3,370
Office rental & premises costs	4,848	21,234
Stationery & office expenses	6,178	4,790
Telecommunications	348	2,856
Web development costs	936	1,551
Subs & publications	-	79
Committee, travel & entertaining	4,174	2,068
Accountancy & payroll	19,024	17,760
Independent examination	1,235	2,350
Bank charges	530	1,462
Insurances	1,277	1,369
Publicity & promotion	127	3,119
ETSC	3,699	3,549
Depreciation	2,237	2,438
Professional fees	588	744
Non-recoverable VAT	2,850	7,030
Computer & sundry expenses	<u>19</u>	<u>-</u>
	250,601	247,259
OPERATING SURPLUS/(DEFICIT)	<u>(9,304)</u>	<u>(22,773)</u>
Interest receivable	<u>10,352</u>	<u>3,771</u>
Surplus/(deficit) for year	<u>1,047</u>	<u>(19,002)</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales - Charity number 1068607

Accounts

**THE PARLIAMENTARY ADVISORY
COUNCIL FOR TRANSPORT SAFETY
(A Company Limited by Guarantee)
DIRECTORS' AND TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

**Company No: 2366377
(England and Wales)**

Charity No: 1068607

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

ADMINISTRATIVE INFORMATION

DIRECTORS AND TRUSTEES	Mr A Ciaburro (Chairman) Ms T Ciano Mr J W Crockett Mr I M Greenwood Mr J Hill Ms J K Martin Mr J Plowman R M Sadique Mr D Campsall
SECRETARY & EXECUTIVE DIRECTOR	David Davies
COMPANY NUMBER	2366377 (England and Wales)
CHARITY NUMBER	1068607
REGISTERED OFFICE	Suite G2 Buckingham Court 78 Buckingham Gate London SW1E 6PE
WEB SITE	www.pacts.org.uk
INDEPENDENT EXAMINER	Sargeant Partnership LLP 5 White Oak Square London road Swanley Kent BR8 7AG
BANKERS	Cooperative Bank PLC PO Box 250 DelfHouse South Way Skelmersdale WN8 6WT

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

The directors and trustees present their annual report and the audited financial statements for the year ended 31 March 2023 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective January 2019).

OUR PURPOSE AND ACTIVITIES

Objectives and Scope

The charitable objective of PACTS is "To protect human life through the promotion of transport safety for the public benefit."

The trustees have developed and refined their objectives over many years. In the second half of 2021, a thorough review of strategy was launched and completed in the second half of 2022. This report presents the position at 31 March 2023.

To mark the 40th Anniversary of PACTS on the 14th July 2022 the vision statement was released. [Achieving our vision - PACTS](#)

Our vision is 'a transport system free from death and life-changing injury, in which all users feel safe' and the four strategic aims to achieve our vision are:

1. Proactively influence change.
2. Growing a valued and well supported Membership.
3. Securing strong parliamentary participation and engagement.
4. Identifying and researching the right subjects at the right time.

The trustees recognise that major policy issues, such as the economy and climate change, or crises such as Russia's invasion of Ukraine and knock on affects such a fuel prices and inflation, tend to distract the government away from transport safety. PACTS seeks to engage in a range of public policy debates, including transport, health, and sustainability, adding the safety dimension, always mindful of our charitable objective.

It is on the roads where most transport-related deaths and serious injuries occur. Trustees believe this is where PACTS should focus its efforts and where it can have most impact. The trustees support the *Safe System* for road safety management, in accordance with international best practice.

The PACTS priorities for road safety, reflecting the *Safe System*, have been set out in various documents since 2015.

Trustees have confirmed PACTS support for international road safety efforts, the UN 2020 Resolution on road safety and the 2nd Road Safety Decade of Action (2020-30).

The trustees have referred, where appropriate, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

The trustees are satisfied that the priorities set, and the activities undertaken are in furtherance of the charitable objective and the public benefit.

Activities

The activities of the charity have remained broadly in line with previous years. As noted, PACTS focuses on road safety as this is where most improvement is needed but maintains an active interest in rail and air safety issues. PACTS promotes evidence-based solutions in transport safety. Having undertaken the review and release of the new vision and four supporting aims. The outward facing activities are:

- Proactively influence change – Our working parties provide world-leading knowledge and expertise for effective horizon scanning, identifying emerging issues and disruptive technologies.
- Securing strong parliamentary participation and engagement – Parliamentarians recognise PACTS as a leading, independent source of trusted, technical advice on transport safety. We continue to be asked to participate in consultations and TSC inquiries.
- Identifying and researching the right subjects at the right time – we aim to provide informed advice in response to opportunities presented by the Parliamentary agenda and wider transport safety issues.

Internal activity:

- Growing a valued and well supported Membership – subscriptions from memberships forms the backbone of the resource the charity requires to effectively undertake its activities. Work continues to identify potential new members and grow the membership.

Covid has continued to have an impact on the pre-2020 delivery methods. From April 2022 until March 2023, most PACTS events were held online but an increasing number of meetings were face to face. This has proved successful, saving time and costs, and enabling significantly more people to participate. For 2023/24, more flexible arrangements are planned such as hybrid options.

PACTS continued to provide the secretariat to the All-Party Parliamentary Group (APPG) for Transport Safety, now co-chaired by MPs Sir Peter Bottomley and Ruth Cadbury, and Baroness Randerson. PACTS receives no income for this role and the APPG has none.

PACTS also provided briefings to MPs, peers and the Shadow ministers on transport safety matters, to support Parliamentary debates, questions, EDMs and constituency matters. PACTS led a campaign to persuade the British Government to adopt the same (or better) vehicle safety regulations as these applied in the EU from July 2022. This was a high campaign priority for trustees. The briefing note *Vaccines for Vehicles* was well received and the mainstream media (Sunday Times, Daily Telegraph, etc) have covered the issue extensively. The UK government however remained non-committal. PACTS will continue this campaign 2022/23. Our capacity in this area was considerably enhanced by the appointment (towards the end of the previous FY) of a Road Safety Advocacy Officer, funded by The Road Safety Trust.

As well as advising and supporting parliamentarians, PACTS seeks to influence Government in order to improve transport safety. PACTS submitted responses to 11 government and Transport Select Committee's consultations including: on e-scooter trails, MOT, self-driving vehicles, remotely driven vehicles, driving licensing review, drug driving, GB type-approval scheme for road vehicles, accessible transport and Legislation to implement rail transformation. PACTS also gave oral evidence to the Transport Select Committee on e-scooters.

PACTS hosted a parliamentary reception in the House of Lords to commemorate 40th anniversary of PACTS in July 2022. PACTS also organized a parliamentary reception in December 2022 for Project EDWARD, which was attended by over 10 MPs including the road safety minister.

PACTS has excellent communication channels with the DfT on transport safety matters. PACTS is a member of the DfT's Road Safety Delivery Group, and its Motorists Forum (which last met on the 7th March 2023). PACTS has close dialogue with DfT officials meeting monthly to discuss the development of a new national road safety strategy, and other matters.

PACTS has maintained or developed important relationships with other official transport bodies and private sector stakeholders important to transport safety, including Office of Rail and Road, DVSA, RSSB, Transport Focus, MIB and National Highways. PACTS is a steering group member of the DfT-funded road collision investigation

project, run by RAC Foundation. PACTS is represented on the Office of Rail and Road's Railway Industry Health and Safety Advisory Committee, and on the RoSPA National Road Safety Committee and several other bodies.

On a strategic basis, PACTS also participates in local safety bodies, including Transport for London's Vision Zero Stakeholder Group, the Vision Zero South West Partnership and development of vision zero strategies in other local authorities including Kent and Gloucestershire County Councils. All of this reflects the contribution that the charity seeks to make to improving transport safety and the recognition of its capability to contribute on a wide range of issues.

PACTS will continue these activities in the year ahead and look to develop new strategic partnerships.

PACTS relies considerably on the technical expertise in its five working parties. These typically meet three times during the year. These are.

- Road Environment
- Road User Behaviour
- Vehicle Design
- Rail Safety, and
- Aviation Safety, where PACTS relies on the advice of the Air Safety Group.

These groups provide a wealth of expertise and a depth of knowledge on which PACTS trustees and staff can draw in developing new thinking about transport safety, research projects, responding to government consultations and select committee inquiries, and in identifying examples of good practice to promote. Membership of the working parties is by invitation from PACTS and it is generally a mutually beneficial arrangement. Many PACTS members see the working parties as a significant benefit of PACTS membership. The trustees are grateful to all who participate and particularly to the Chairs Professor David Crundall; Richard Cuerden and Carolyn Griffiths who continued in their roles. Kate Fuller replaced Matthew Lugg in January 2023 and we thank him for this support and effort he put in while chair of Road Environment WP. All working parties have vice-chairs to assist. Nick Clutton, Air Safety Group Chair provides the link to PACTS.

There was an additional working party on Work Related Road Safety that had its last meeting in May 2021 and so did not meet in the current financial year. Options to restart this group are being explored.

The PRC continues to integrate the agendas of the working parties with the strategic objectives and activities of PACTS.

PACTS does not have volunteers, in the usual meaning of the word for the charity-sector. However, a great number of people contribute considerable time and expertise at no cost to PACTS – particularly through the working parties – and enable PACTS to be credible and effective across a wide range of transport safety matters. The trustees are very grateful to all those people.

The trustees are glad to report that PACTS continue to undertake and promote innovative and timely research. Following the publication, in March 2022, of The RST funded report *The safety of private e-scooters in the UK* interest from the media, various industry groups, and Coroners, has been considerable. The work won a Prince Michael International Road Safety Award in December 2022. To reflect changing regulations elsewhere in Europe as well as capture additional data, an update to the report was written with the European Transport Safety Council and published internationally in February 2023.

In response to the DfT's publication, in December 2022, of their evaluation report of the e-scooter rental trials PACTS has written to and met with Ministers. PACTS is also undertaking research, funded by The Road Safety Trust, to increase understanding of the extent of under reporting of e-scooter casualties relative to other modes. This has involved building relations with medical professionals and continuing to work with the DfT.

We maintain pressure on the Government to adopt new vehicle safety regulations (General Safety and Pedestrian Safety Regulations) and to publish a new road safety strategy. PACTS has a constructive relationship with DfT and its officials and keeps the pressure on regarding the need for the regulations that PACTS has proposed.

Work continued on the Mobile Evidential Breath Testing Instruments (MEBTI) competition run by PACTS with DfT funds. It reached its third and final stage and two companies have submitted devices to Dstl for testing.

However, technical challenges remain and the date at which a new generation of evidential breath test instruments are likely to be available to UK police has been set back in 2023.

Utilising technology adopted during Covid, PACTS has offered a programme with a mix of in-person, hybrid and online events.

- April 2022 - The 30th Westminster Lecture on Transport Safety was held in person
- June 2022 - A Day-long joint working-party meeting was held in hybrid format
- October 2022 - Conference - Equality in Transport Safety was held in hybrid format
- March 2023 - Conference - Micromobility - Safety and Sustainability was held online and attracted over 260 delegates and speakers from around the globe

In addition, some major breakthroughs were achieved. Active Travel England was finally established and in June the Secretary of State announced that a Road Safety Investigation Branch would be set up.

PACTS continues to be respected and sought out by the media. Social media is increasingly important, and PACTS now has over 5,000 Twitter followers and around 1,000 subscribers to the PACTS news and communications. MailChimp and LinkedIn are also useful tools. In December 2022, PACTS engaged a new part-time Communications Officer who is helping to implement the new communications strategy, boosting PACTS impact in these areas. Regular newsletters have been reintroduced and our activity on LinkedIn substantially boosted. PACTS continues to promote its work through its own YouTube channel.

Attendance at PACTS conferences, working parties and other events is a measure of achievement and the year must be considered another success. It was a challenging programme for the staff to run, but as noted above online meetings have doubled attendance and increase our reach nationally and internationally.

PACTS has continued to support international road safety matters, where this can be achieved with minimal impact on resources. PACTS President, Barry Sheerman MP, chairs the Independent Committee on Road Safety International (ICORSI).

PACTS and many PACTS members again made significant contributions to ETSC to raise transport safety standards at European and international levels. The charity was represented on the ETSC Board of Directors by Barry Sheerman (or the Executive Director in his absence); and Professor Richard Allsop, a PACTS Special Adviser, is a co-opted member. Heather Ward, a former PACTS Road Environment Chair, continued as co-chair of the Performance Information Network (PIN) programme. The ETSC secretariat provided valuable assistance to PACTS in a number of research projects. ETSC have welcomed the PACTS work on e-scooters as a model for their position. While PACTS plays an active and constructive part in ETSC, it does not have the same incentive to engage in matters relating to the EU or European Commission, as consultations may be limited to EU Member States and EU directives are not applicable to Great Britain.

Future Activities

During the year ahead PACTS will undertake a range of activities to further its objectives.

In 2023-24 PACTS expects to conclude urban speed limits (*LUSTRE*), e-scooter casualty under reporting and the MEBTI competition projects. PACTS is a partner in a new project led by Greenwich University into attitudes to Intelligent Speed Assistance. Several research projects for 2023/24 have been proposed to DfT. Other opportunities for research funding will be sought in 2023.

PACTS will seek to promote uptake of its research recommendations – on seatbelts, roads policing, drink and drug driving, e-scooters etc. It looks forward to the publication of the Road Safety Strategic Framework by the UK government. PACTS will support this where it meets the Safe System approach but not be afraid to criticise deficiencies. Trustees will support further campaigning by PACTS, in partnership, to persuade the UK government to raise vehicle safety regulations in line with best practice.

It's hoped the DfT will agree to support PACTS conferences in 2023/24 and National Highways have indicated their intention to continue support. Other funders will be sought, and a programme of conferences and events developed, including Council of Members and working party meetings.

FINANCIAL REVIEW

The charitable company's total income for the year was 13% less than in the previous year mainly due to a receipt of £14.5k made on 31/03/2022 but relates to April/May/June 2022 but shown as income in 2021/22. Total expenditure was 11% more than the previous year, mainly due to research project costs and increased costs incurred for the accounting issues. PACTS had a deficit of £19,003 compared to a profit of £42,480 in the previous year. Consequently, our total reserves decreased from £132,936 to £113,933 which remains above our set reserves level and have a slight cushion for future years. The unrestricted reserves decreased from £132,186 to £113,933 and restricted reserves decreased from £750 to zero.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investment which the trustees see fit. No investments have, however, been made during the year.

Funds Available and Reserves Policy

Trustees seek to have a robust and varied income stream for the charity with funds being raised through members' subscriptions, sponsorship of events, delegate fees at events and funding for specific projects. This has meant that the charity has not had to rely too heavily on any single source of income thereby giving the charity greater flexibility to face uncertain times. PACTS received a substantial strategic partnership grant from the Safer Roads Foundation that allowed the Road Safety Advocacy Officer post to be created. This has had a hugely positive affect on the impact PACTS has. This funding is due to end in November 2023, but representation is being made to extend this for another two years. With an election due by January 2025 and likely to be called earlier this will be a critical post within the PACTS family to ensure engagement with potential new MPs.

Covid has reshaped the way we engage with members and the wider audiences via conferences and other events, and this has had an impact on our historic funding model. While this has reduced our income in some areas it has also reduced the running costs, limiting any negative financial impact. Support from National Highways, DfT and commercial sponsors and reduced conference costs allowed the events to contribute to staff and overhead costs and the impact on PACTS net income was small.

Economic conditions were challenging for many organisations having continue post pandemic, inflation has remained high and energy bills increased dramatically. Public sector finances are still heavily constrained and private sector members look very carefully at the value of their support. Trustees are ambitious for PACTS and recognise that staff resources need to be maintained, and preferably increased, to meet the objectives. Having a physical office in the Westminster area is still considered important for staff, efficiency, visitors and the identity of PACTS. The move from our own office to sharing with Transport Focus seems to have worked well and has reduced running costs. A review of future office requirements is planned to be undertaken in 2023. Expenditure on IT systems etc are at the right level to meet operational needs and costs cannot be reduced without affecting activity levels. Attracting grants and sponsorship for specific research is feasible but generating adequate income to cover core charitable functions is a greater challenge. In this regard, The Road Safety Trust grant for an Advocacy Officer is extremely helpful.

Through the Management and Finance Committee (MFC), the trustees have emphasised the need to maintain income and to balance the books. The level of churn in membership was small and new members joined. The total number of members remains broadly similar at just around 120, with new members attracted from several sectors, including micro mobility and software. In financial terms, the loss of a single corporate member, which usually occurs for reasons beyond control of PACTS, far outweighs the income from a number of other members.

The MFC decided in February 2022 to raise membership subscriptions by 5% for 2022/23. This has been accepted by members without objection. The three-year membership deal with 20% discount is now a routine offer and many members have again taken this option. It secures income and reduces administration in future years. It is also an indication of the commitment that members have to PACTS.

Zemo Partnership, TRL, Thatcham Research, Aviva and Burges Salmon LLP contributed sponsorship to PACTS 40th anniversary reception, conferences and the Westminster Lecture. Some events were delivered in partnership with the RAC Foundation, National Highways and the DfT. The DfT also supported PACTS events with grants. The Road Safety Trust provided grants for the e-scooters research and the Advocacy Officer. The trustees are grateful to these major funders.

A feature of PACTS income in 2022/23 was the lower levels of research grants from the Department for Transport compared to 2021/22.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation.

In 2016/17 the trustees adopted a reserves target of £80,000 (being four months expenditure based on the 2015/16 budget) as a medium to long-term target and to work towards rebuilding reserves incrementally on an annual basis. They noted that the charity had successfully operated with a much smaller reserve for several years and that the reputation of the charity is such that its immediate future is not at stake. They also noted the guidance of the Charities Commission not to maintain excessive reserves. In recent years a surplus, above the target, was achieved and the reserves target was increased to £90,000. Expenditure varies from year to year but in most years, £90,000 still represents about four months of expenditure. In May 2023, the MFC reviewed this and decided to retain this figure.

The budget set for the year ahead seeks to achieve a modest surplus. The budget is similar to that for previous years. The Road Safety Trust awarded PACTS £58,000 pa for two years to fund Advocacy Officer up until November 2023. It is likely that this post would be funded over a longer period. Based on many years of experience, the trustees are confident that membership income can be maintained or increased and that applications for research grants and event sponsorship will succeed. Some uncertainties inevitably remain such as inflation remaining high and so costs increasing. Savings are being made by sharing office space and the future office strategy is likely to stick with this model rather than having our own office. Covid-19 remains a potential risk. The Management and Finance Committee is monitoring the situation regularly and updating the budget accordingly. PACTS has a good track record of raising income and controlling costs. To date, income has been encouraging.

The trustees have agreed that the reserves policy will be reviewed on an annual basis.

REFERENCE AND ADMINISTRATIVE DETAILS

The company information set out on page 1 forms part of this report and includes details of our advisers and reference numbers.

Directors and Trustees

All directors of the company are also trustees of the charity and there are no other trustees. The current directors are shown on page 1 of these financial statements. One director / trustee (Jeanne Breen) resigned during 2022/23. Jennie Martin and Ian Greenwood were appointed in July 2022.

The Board has the power to appoint additional trustees as it considers fit to do so. With nine directors and trustees (at years end), the Board considers there are sufficient members, but it is open to the possibility if a suitable candidate were to be identified, particularly if this addressed skills gaps and improved diversity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a private company limited by guarantee and is therefore governed by its Memorandum and Articles of Association these were reviewed in 2022/23 and will be submitted for adoption in 2023/24.

The charity is organised so that its directors and trustees meet three times annually and exercise responsibility for its governance. In the intervening period the executive director deals with the routine business with the help of members of PACTS staff. He is assisted by the MFC, which meets at least three times a year. Jon Crockett remains the MFC Chair and Teresa Ciano as Vice-Chair. The membership of this committee comprises five trustees and three co-opted (at year end).

The trustees are also supported by a PRC, chaired by Julian Hill, to help with the development of PACTS policy and research projects and Carolyn Griffiths remains as Vice Chair. The committee meets two or three times a year. It comprises three trustees (at year end) and the chairs of the five technical working parties. It has also other co-opted members with specific expertise, including Professors Richard Allsop and Oliver Carsten, Special Advisers to PACTS. The membership of both committees is kept under review on an annual basis.

Governance Review

Following the review of governance procedures and effectiveness in 2020/21, this year has been focused on continuing to deliver of the action plan.

In 2021/22 trustees set about implementing the action plan, presented to Members in July 2021. This resulted in the establishment of a Council of Members (a formalisation of the existing PACTS members meetings), the creation of the new role of president, a separate chair of the board, agreed terms of office for trustees, terms of reference for all position holders, annual reviews, and endorsement of the Nolan principles and other ethical and behavioural standards. The trustees believe that the governance arrangements and documentation (the PACTS Governance Framework) is proportionate to the size and resources of the organisation, not unduly burdensome and helpful to the delivery of the charity's objectives. They believe that this exercise has been successful and remains relevant.

A significant outcome from the Governance Review was changes in the roles of some trustees. Barry Sheerman MP, Chair of PACTS from the outset, resigned from the Board and became President. Tony Ciaburro was elected Chair of the Board and Dan Campsall elected Vice-chair. This year two new Trustees joined the Board and the Board feels that this continues to demonstrate the Board's commitment to equality, diversity and inclusion.

The charity has a wholly owned subsidiary, PACTS (Training and Education) Limited which was originally formed to conduct the trading operations effected on behalf of the charity. During a previous year, the trustees reaffirmed the decision to take advantage of changes in the rules governing the total income of such subsidiaries and consolidated all financial activities within the accounts of the charity. PACTS (Training & Education) Limited has therefore not traded in the current year or for many preceding years. The Board has now decided it should be closed completely and this work will be undertaken in 2023/24.

Staffing and capacity

There were the following staff changes in 2022/23.

- In June 2022 the Communications Officer, Santiago Luis (two days per week) left PACTS.
- In December 2022 Matthew Ferguson joined as the new Communications Officer (two days per week)
- David Davies, Executive Director, served throughout the year but has decided to retire at the end of March 2023.
- Margaret Winchcomb, promoted from Senior Research and Policy Officer to Deputy Executive Director in March 2023, served throughout the year (four days per week).
- Kumar Niketan, Advocacy Officer served throughout the year.
- Elva Tehan (self-employed) PACTS Finance Officer served throughout the year (ad hoc hours).

Business continuity was maintained but some functions undertaken by the Office & Events Manager are not fully covered (organise in-person conferences, any office move and administrative tasks) meaning they are having to be covered by other staff. This has proved challenging needs to be resolved in 2023/24.

The trustees previously appointed the People's Pension Company Ltd as the pension provider for the PACTS workplace pension scheme. All employees are automatically enrolled and nearly all have chosen to remain in the scheme. Workplace Pensions Ltd manage the scheme for PACTS and ensure PACTS is compliant with legal requirements. The PACTS employer pension contribution for all staff is 10%. Staff are encouraged to make additional, employee contributions and some do.

Bookkeeping and accountancy services were provided by Michael Ray until November 2022 and Bradbury Stell were appointed as the new accountants and Elva Tehan took over the bookkeeping. The trustees and Executive Director were pleased with all the services provided by Michael and Elva, but the Bradbury Stell have not got off to a positive start and this remains a concern. PACTS are grateful for the many years of service provided by Michael, he has remained as an advisor to help smooth transition. IT support is provided by Anthony Cluer and Payroll services were provided by Superior Payroll Services Ltd.

The role of Company Secretary was undertaken by the Executive Director, with specialist legal advice sought as necessary.

The trustees are grateful to all these organisations and individuals who help PACTS to deliver its objectives and services.

RISK MANAGEMENT

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. The Risk Register is now updated and reviewed at each MFC meeting. A specific focus for the year were risks arising from high levels of inflation due to the Russian invasion of Ukraine and the impact this would have on costs to PACTS and our members. The trustees identified these as principally financial, business continuity, and health (staff and others interacting with PACTS). All were successfully managed.

The trustees are satisfied that the remit given to the MFC enables potential risks to be monitored, reports to be produced and steps taken during the year to lessen the impact of any risks that may emerge during the course of the year. One mechanism by which this is discharged is the 'ABCD' Report (Achievements, Benefits, Challenges and Dilemmas) from the Executive Director to trustees, normally provided six times a year, at meetings of the Board and the MFC. These highlight any concerns which are then discussed and acted upon where necessary. Minutes of the Trustees' Meetings have action logs to summarise and track actions, including risk mitigation.

The trustees remain of the opinion that the major sources of risk to the charity are the uncertainty of the income streams, although these have proved reasonably stable (in aggregate) over the past few years. The annual additions to reserves in the years since 2013 are steps in the right direction. Changes in personnel with accompanying loss of knowledge is also a significant risk. This would risk impacting the charity's capacity to deliver its programme of research and events. This has been mitigated by a deliberate management strategy to share roles and skills within the team. Trustees, working party chairs, advisors and co-opted committee members also contribute greatly to the substantive work of the charity.

In November 2022, PACTS relocated to Albany House on a short-term lease, sharing an office with Transport Focus, the lease has been extended to September 2023. Trustees, staff and PACTS members are very pleased with the offices which have significant benefits at a fraction of the costs of renting dedicated office space. Other options for office premises will be explored in 2023/24 before the lease expires.

The trustees themselves have assisted the Executive Director with a number of management tasks including fundraising, HR, business planning, marketing and communications. This also builds capacity and residence in the organisation.

As a result of the upgrade to PACTS IT systems in early 2019, PACTS staff have been able to work in a hybrid method. Risks to staff were thus minimised and additional flexibility was achieved. Options for hybrid events (combining physical and virtual attendance) are being used.

Some internal financial control procedures were formalised in 2020/21. With the transfer of bookkeeping tasks to the new Finance Officer, controls were again reviewed. Trustees are satisfied that controls are fit for purpose.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of PACTS for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the charity's SORP 20-19 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information including on the charity company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

The trustees intend to reappoint the new independent examiner to undertake the independent examination of the company for the following year.

This report has been prepared in accordance with the provisions applicable to the small company exemption.

This report was approved by the Board on 13 September 2023 and signed on its behalf by the Chair.

Anthony Ciaburro

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Tony Ciaburro,
Director and Trustee

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023, which are set out on pages 11 to 18.

Responsibilities and basis of report

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

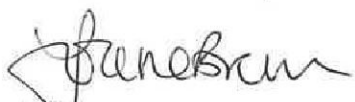
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for Independent Examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent Examiners 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:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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.



Joanne Brown FCCA
Independent Examiner
Sargeant Partnership LLP
Chartered Accountants & Registered Auditors
5 White Oak Square
London Road
Swanley
Kent BR8 7AG

Date 20/09/2023

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2023

	<u>Notes</u>	Unrestricted <u>funds</u> £	Restricted <u>funds</u> £	Total funds <u>2023</u> £	Total funds <u>2022</u> £
<u>Income</u>					
Donations & research grants	2	24,601	69,500	94,101	128,540
<i>Income from charitable activities</i>					
Subscriptions		106,948		106,948	114,628
Conferences and other projects		-		-	-
<i>Income from trading activities</i>					
Sponsors and fees		23,437		23,437	21,000
Interest income		3,771		3,771	60
Total income		158,757	69,500	228,257	264,228
<u>Expenditure</u>					
<i>Costs of raising funds:</i>					
Promotion & publicity	4	4,483		4,483	3,124
<i>Expenditure on charitable activities:</i>					
Charitable activities	3	172,527	70,250	242,777	218,624
Total expenditure	6	177,009	70,250	247,259	221,748
Net income/(expenditure)		(18,253)	(750)	(19,003)	42,480
Funds transferred		-	-	-	-
Net movement in funds		(18,253)	(750)	(19,003)	42,480
Total funds brought forward at 1st April 2022		132,186	750	132,936	90,456
Balance carried forward at 31st March 2023		113,933	-	113,933	132,936

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

All income and expenditure derive from continuing activities.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY
COMPANY NO. 2366377
BALANCE SHEET AS AT 31 MARCH 2023

	Notes	£	<u>2023</u> £	£	<u>2022</u> £
<u>FIXED ASSETS</u>					
Tangible assets	10		3,284		4,097
Investment in subsidiary company	11		<u>2</u>		<u>2</u>
			3,286		4,099
<u>CURRENT ASSETS</u>					
Debtors	12	9,258		36,796	
Cash at bank & in hand	13	<u>289,091</u>		<u>233,767</u>	
		298,349		270,563	
<u>CREDITORS</u>					
Amounts falling due within one year	14	<u>(187,702)</u>		<u>(141,726)</u>	
NET CURRENT ASSETS			110,647		128,837
<u>NET ASSETS</u>			<u>113,933</u>		<u>132,936</u>
<u>FUNDS</u>					
Restricted Funds	15				750
Unrestricted funds	15		113,933		132,186
<u>Members Funds</u>			<u>113,933</u>		<u>132,936</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2023. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at the 31 March 2023 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the Board 13 September 2023 and signed on its behalf.

Anthony Ciaburro

Anthony Ciaburro
Director and Trustee

PACTS NOTES TO THE ACCOUNTS 2022/23

1 ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006

The financial statements are prepared under the historical cost convention and on a going concern basis, as no material uncertainties exist and future funding is sufficient at the present time. The financial statements are presented in sterling which is the functional currency of the charity

PACTS meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note

(b) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income has been met, it is probable that the income will be received and the amount can be measured reliably

The income of the company is made up of annual and other members' subscriptions, government and other grants, donations, fees for conferences and research contracts, sponsorship and sales (net of Value Added Tax).

Income is accounted for on an accruals basis except for voluntary donations and other subscriptions which are accounted for when received, and grants to fund a particular activity which are accounted for to ensure that the income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred

(c) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank

(d) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations and research grants which the donor has specified are to be solely used for a particular area of the charity's work or for specific research projects being undertaken by the charity

(e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by the staff on these activities.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis

Web Development	25% straight line basis
Computer Equipment	33% straight line basis
Furniture	10% straight line basis

(g) Pension Scheme

The company operates a scheme to contribute a defined amount to individual employees' pension schemes and the pension charge represents the amounts payable by the company to the various funds in respect of the year

(h) Promotion and Publicity Costs

Promotion and publicity costs comprise amounts incurred in raising the profile of the charity and inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and sponsorship and the costs incurred in ensuring that the work of the charity is recognised by members of both Houses of Parliament and others

(i) Expenditure on Governance of the Charity

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity such as the costs of the Independent Examiners Report as well as costs of any strategic planning for the future

(j) Debtors

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly lucrative assets with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account.

(l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Operating Leases

The charity classifies the rental of the premises from which it carries out its activity as an operating lease.

Rentals payable under operating lease is charged to the Statement of Financial Activities as incurred over the term of the lease.

(n) Judgements and key sources of estimation uncertainty

In the application of the company'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.

2 VOLUNTARY INCOME

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2023 Total</u>	<u>2022 Total</u>
Donations	24,601	-	24,601	25,340
Grants	-	69,500	69,500	103,200
	<u>24,601</u>	<u>69,500</u>	<u>94,101</u>	<u>128,540</u>

Grants in 2021-22 included £103,200 Restricted Funds

3 CHARITABLE ACTIVITIES EXPENDITURE

	<u>2023</u>	<u>2022</u>
Conference expenses	15,373	2,932
Project expenditure (including staff costs)	156,760	103,200
Premises and office costs	64,863	35,948
Staff costs - unrestricted activities		71,876
Governance costs	5,782	4,668
Totals	<u>242,777</u>	<u>218,624</u>

4 PROMOTION AND PUBLICITY

	<u>2023</u>	<u>2022</u>
Advertising and printing	3,119	1,741
Staff costs	1,364	1,383
	<u>4,483</u>	<u>3,124</u>

5 GOVERNANCE

	<u>2023</u>	<u>2022</u>
Staff costs	1,364	1,383
Independent Examiner's Fees	2,350	2,950
Professional fees	-	0
Travel & expenses	2,068	178
General overheads		157
	<u>5,782</u>	<u>4,668</u>

6 TOTAL RESOURCES EXPENDED

	Staff	Depreciation	Other	2023	2022
Charitable activities expenditure	142,612	2,438	21,695	166,745	110,756
Restricted charitable expenditure		-	70,250	70,250	103,200
Promotion and publicity	1,364	-	3,119	4,483	3,124
Governance	1,364	-	4,418	5,782	4,668
	<u>145,340</u>	<u>2,438</u>	<u>99,482</u>	<u>247,259</u>	<u>221,748</u>

7 NET INCOMING RESOURCES

	2023	2022
The net incoming resources are stated after charging		
Depreciation of tangible fixed assets owned by charity	2,438	2,438
Operating lease - rent	13,091	16,482

8 STAFF COSTS

	2023	2022
Salaries	108,996	127,140
Social security costs	6,089	5,497
Pension costs	30,255	10,217
	<u>145,340</u>	<u>142,854</u>

Average numbers employed in the year:
Charitable work

4 4

All staff spend a certain amount of time on fund raising and governance work
No employee had benefits over £60,000 (2022: 60000)

Key employees total remuneration £58,410 (2022 - £66,000)

The trustees receive no remuneration in respect of their duties as Trustees.
Expenses were reimbursed to one trustees in 2022/23 totalling £575.04 (2022- £129)

9 TAXATION

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 FIXED ASSETS -TANGIBLE

	Web Development	Office Equipment etc	Total
Consolidated and Charity			
Cost or valuation			
At 1st April 2022	4,729	10,671	15,400
Additions		1,625	1,625
Disposals			
At 31st March 2023	<u>4,729</u>	<u>12,296</u>	<u>17,025</u>
Depreciation			
At 1st April 2022	2,364	8,939	11,303
Charge for year	1,182	1,256	2,438
Disposals			
At 31st March 2023	<u>3,546</u>	<u>10,195</u>	<u>13,741</u>
Net Book Value			
At 31st March 2023	<u>1,183</u>	<u>2,101</u>	<u>3,284</u>
At 31st March 2022	<u>2,365</u>	<u>1,732</u>	<u>4,097</u>

11 Investment
No change

12 DEBTORS

	2023	2022
Due within one year		
Prepayments	1,008	7,740
Other debtors	8,250	29,056
	<u>9,258</u>	<u>36,796</u>

13 CASH AT BANK

The cash at bank includes monies held in respect of the MEBTI winners fund as shown in note 14

14 CREDITORS

	2023	2022
Amounts falling due within one year:		
Taxation and social security	5,150	2,688
Amounts owed to subsidiary undertaking	2	2
Deferred income - subscriptions	65,070	23,038
MEBTI Winners' fund	105,000	105,000
Other creditors & accruals	12,480	10,998
	<u>187,702</u>	<u>141,726</u>

15 FUNDS

	Balance 31.3.22	Incoming resources	Resources expended	Transfers	Balance 31.3.23
Unrestricted funds	132,186	158,757	177,010	-	113,933
Restricted Funds					
MEBTI	750	-	750	-	-
e-Scooters	-	15,000	15,000	-	-
Road Safety Advocacy Officer	-	43,500	43,500	-	-
Urban Speed Limit	-	11,000	11,000	-	-
Total Restricted	750	69,500	70,250	-	-
Total funds	132,936	228,257	247,260	-	113,933

The restricted funds listed above have received grants from DfT and Road Safety Trust to enable the charity to carry out its research projects. Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project. It should be noted that a deposit of £14,500 was received on 31 March 23 which relates to the Advocacy Officer for the period April-June 23. This amount has been deferred in these accounts. A similar amount was received last year and was included in the accounts for the year ended 31 March 2022.

15 FUNDS PRIOR YEAR

	Balance 31.3.21	Incoming resources	Resources expended	Transfers	Balance 31.3.22
Unrestricted funds	89,706	161,028	118,548	-	132,186
Restricted Funds					
MEBTI	750	-	-	-	750
E-Scooter	-	40,000	40,000	-	-
Drink Drive	-	-	-	-	-
Road Safety Advocacy Officer	-	36,250	36,250	-	-
Stakeholder Consultation	-	-	-	-	-
Workshop	-	12,000	12,000	-	-
Tackling Drink and Drug Driving	-	14,950	14,950	-	-
Total Restricted	750	103,200	103,200	-	750
Total funds	90,456	264,228	221,748	-	132,936

The restricted funds listed above have received grants from DfT and Road Safety Trust to enable the charity to carry out its research projects. The grants received from DfT in 2021/22 amounted to £26,950, relating to two research projects (Stakeholder Consultation workshop and Tackling Drink and Drug driving). Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2022/23.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u> <u>2023</u>
Tangible fixed assets	3,286	-	3,286
Cash at bank	289,091		289,091
Net current assets/(liabilities)	(179,452)		(179,452)
	<u>112,925</u>	<u>0</u>	<u>112,925</u>

17 LEGAL STATUS OF THE CHARITY

The Parliamentary Advisory Council for Transport Safety is a private company, incorporated in England and Wales, limited by guarantee and has no share capital. Each guarantor has agreed to contribute up to £10 in the event of the winding up of the company. The registered office is Suite G2, Buckingham Court, 78 Buckingham Gate, London SW1E 6PE.

18 PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual employees' Pension Schemes. The assets of the funds are held separately from those of the company in independently administered funds. At the balance sheet date there were unpaid contributions of £2,283.01 (2022 - £2,530).

19 OPERATING LEASE COMMITMENTS

At 31st March 2023, total commitments under operating leases were as set down below:

	<u>Land & buildings</u> <u>2023</u>	<u>Land & buildings</u> <u>2022</u>
Operating leases which expire:		
Within one year		<u>11,390</u>
The charge for the year for the above Lease was		16,482

20 RELATED PARTY TRANSACTIONS

Agilysis Ltd (D Campsall)

Payments totalling 2,500 including VAT (2022: £6,836)

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales - Charity number 1068607

Accounts

**THE PARLIAMENTARY ADVISORY
COUNCIL FOR TRANSPORT SAFETY
(A Company Limited by Guarantee)
DIRECTORS' AND TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

**Company No: 2366377
(England and Wales)**

Charity No: 1068607

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

(1)

ADMINISTRATIVE INFORMATION

DIRECTORS AND TRUSTEES	Anthony Ciaburro (Chairman) John Plowman Jonathan Crockett Julian Hill Jeanne Breen OBE Daniel Campsall Teresa Ciano Mary Creagh Muhammed Sadique
SECRETARY & EXECUTIVE DIRECTOR	David Davies
COMPANY NUMBER	2366377 (England and Wales)
CHARITY NUMBER	1068607
REGISTERED OFFICE	Suite G2 Buckingham Court 78 Buckingham Gate London SW1E 6PE
WEB SITE	www.pacts.org.uk
INDEPENDENT EXAMINER	Sargent & Co Chartered Accountants and Reporting Accountants 219 Croydon Road Caterham Surrey CR3 6PH
BANKERS	Cooperative Bank plc PO Box 250 Delf House South Way Skelmersdale WN8 6WT

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The directors and trustees present their annual report and the audited financial statements for the year ended 31 March 2022 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective January 2019).

OUR PURPOSE AND ACTIVITIES

Objectives and Scope

The charitable objective of PACTS is "To protect human life through the promotion of transport safety for the public benefit."

The trustees have developed and refined their objectives over many years. In the second half of 2021, a thorough review of strategy was launched. This will be completed in the second half of 2022. This report presents the position at 31 March 2022.

A transport safety framework document including safety priorities for road, rail and air transport, was developed by the Policy and Research Committee (PRC) during 2020/21. The priorities include a stronger emphasis on promoting safe modes (public transport) and active travel (walking and cycling) which has wider benefits. This is an internal document in which priority issues and actions can be updated periodically.

The trustees recognise that major policy issues, such as the economy and climate change, or crises such as Covid 19 and Russia's invasion of Ukraine, are higher political priorities for the government than transport safety. PACTS seeks to engage in a range of public policy debates, including transport, health and sustainability, adding the safety dimension, always mindful of our charitable objective.

It is on the roads where most transport-related deaths and serious injuries occur. Trustees believe this is where PACTS should focus its efforts and where it can have most impact. The trustees support the *Safe System* for road safety management, in accordance with international best practice and have adopted the following:

- *Vision: "A safe transport system free from death and serious injury."*
- *S strapline: "Safe transport for all."*

The PACTS priorities for road safety, reflecting the *Safe System*, have been set out in various documents since 2015.

Trustees have confirmed PACTS support for international road safety efforts, the UN 2020 Resolution on road safety and the 2nd Road Safety Decade of Action (2020-30).

A core role for PACTS is to engage with Parliamentarians on transport safety matters. Engaging with UK government ministers and civil servants, as well as with major stakeholders, are also central to the role.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Objectives and Scope (contd)

The trustees have referred, where appropriate, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. The trustees are satisfied that the priorities set and the activities undertaken are in furtherance of the charitable objective and the public benefit.

Activities

The activities of the charity have remained broadly in line with previous years. As noted, PACTS focuses on road safety as this is where most improvement is needed but maintains an active interest in rail and air safety issues. PACTS promotes evidence-based solutions in transport safety. This involves dissemination and discussion in two directions:

- Firstly, to raise issues with Ministers, Parliamentarians and with their advisors and other opinion-formers, civil servants and officials in order to ensure that a focus on research-based options is maintained within government.
- Secondly, to widen the knowledge base of the profession and the interested public through meetings, conferences, working parties, discussions and research papers.

Covid restrictions again changed the pre-2020 delivery methods. From March 2020 until March 2022, all PACTS meetings have been held online. This has proved successful, saving time and costs, and enabling significantly more people to participate. For 2022/23, more flexible arrangements are planned.

PACTS continued to provide the secretariat to the All-Party Parliamentary Group (APPG) for Transport Safety, now co-chaired by MPs Sir Peter Bottomley and Ruth Cadbury, and Baroness Randerson. PACTS receives no income for this role and the APPG has none.

The trustees are very sad to report that Viscount (Jan) Simon passed away in 2021. Viscount Simon was a Deputy Speaker in the House of Lords, a longstanding advocate for roads policing and road safety, a Vice Chairman of the APPG and a great supporter of PACTS.

PACTS also provided briefings to MPs, peers and the Shadow ministers on transport safety matters, to support Parliamentary debates, questions, EDMs and constituency matters. PACTS led a campaign to persuade the British Government to adopt the same (or better) vehicle safety regulations as the EU will introduce in July 2022. This was a high campaign priority for trustees. The briefing note *Vaccines for Vehicles* was well received and the mainstream media (Sunday Times, Daily Telegraph, etc) have covered the issue extensively. The UK government, however, remained non-committal. PACTS will continue this campaign 2022/23. Our capacity in this area was considerably enhanced towards the end of the year by the appointment of a Road Safety Advocacy Officer, funded by The Road Safety Trust.

As well as advising and supporting parliamentarians, PACTS seeks to influence Government in order to improve transport safety. PACTS submitted responses to five consultations: on automated vehicles, road casualty statistics, the Highway Code, modernising vehicle standards and a road collision investigation branch.

PACTS has excellent communication channels with the Department for Transport on transport (DfT) safety matters. PACTS is a member of the DfT's Road Safety Delivery Group, and its Motorists Forum (which did not meet during this year). PACTS had close dialogue with DfT officials on the development of a new national road safety strategy, and other matters.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Activities (contd)

PACTS has maintained or developed important relationships with other official transport bodies and private sector stakeholders important to transport safety, including Office of Rail and Road, DVSA, RSSB, Transport Focus, MIB and National Highways. PACTS is a steering group member of the DfT-funded road collision investigation project, run by RAC Foundation. PACTS is represented on the Office of Rail and Road's Railway Industry Health and Safety Advisory Committee, and on the RoSPA National Road Safety Committee and a number of other bodies.

On a strategic basis, PACTS also participates in local safety bodies, including Transport for London's Vision Zero Stakeholder Group, the Vision Zero South West Partnership and development of vision zero strategies in other local authorities including Kent and Gloucestershire County Councils. All of this reflects the contribution that the charity seeks to make to improving transport safety and the recognition of its capability to contribute on a wide range of issues.

PACTS will continue these activities in the year ahead.

PACTS relies considerably on the technical expertise in its five working parties. These typically meet three times during the year. These are

- Road Environment
- Road User Behaviour
- Vehicle Design
- Rail Safety, and
- Aviation Safety, where PACTS relies on the advice of the Air Safety Group.

These groups provide a wealth of expertise and a depth of knowledge on which PACTS trustees and staff can draw in developing new thinking about transport safety, research projects, responding to government consultations and select committee inquiries, and in identifying examples of good practice to promote. Membership of the working parties is by invitation from PACTS and it is generally a mutually beneficial arrangement. Many PACTS members see the working parties as a significant benefit of PACTS membership. The trustees are grateful to all who participate and particularly to the Chairs Matthew Lugg OBE, Professor David Crundall, Richard Cuerden and Carolyn Griffiths who continued in their roles. All working parties have vice-chairs to assist. The trustees are very sad to report that Ian Frow, Liaison Officer to the Air Safety Group and former Chair of the PACTS Aviation Safety Working Party, passed away in 2021. Nick Clutton, ASG Chair, now fulfils that role.

The PRC continues to integrate the agendas of the working parties with the strategic objectives and activities of PACTS.

PACTS does not have volunteers, in the usual meaning of the word for the charity-sector. However, a great number of people contribute considerable time and expertise at no cost to PACTS – particularly through the working parties – and enable PACTS to be credible and effective across a wide range of transport safety matters. The trustees are very grateful to all those people.

The trustees are glad to be able to report that PACTS again undertook innovative and timely research – an investigation of the safety of e-scooters, funded by The Road Safety Trust. Unlike some organisations which uncritically welcomed e-scooters, PACTS took a neutral stance and investigated the safety aspects of private e-scooter use which, despite its illegality, was far greater in scale than use of the legal rental e-scooters being monitored by the DfT. Throughout 2021 PACTS provided monthly data on casualties, an interim report and letters to DfT Ministers. In March 2022 it published the final report *The safety of private e-scooters in the UK*, accompanied by a video produced in-house (a first for PACTS). The interest from the media and various industry groups such as lawyers, has been considerable. PACTS is now in regular, constructive dialogue with DfT officials on the regulations that PACTS has proposed. The DfT's report has yet to be published.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Activities (contd)

PACTS also contributed substantially to a report by leading UK road safety and mobility experts *Safe Roads for All* which calls for Government to adopt a Safe and Healthy Mobility Strategy and Action Plan.

Work continued on the Mobile Evidential Breath Testing Instruments (MEBTI) competition run by PACTS with DfT funds. It reached its third and final stage and two companies have submitted devices to Dstl for testing. However, technical challenges remain and the date at which a new generation of evidential breath test instruments are likely to be available to UK police has been set back to 2023.

For a second year, Covid restrictions impacted the usual programme of events and in-person conferences could not be held. Nonetheless, PACTS held three successful online conferences, including

- *Safe and healthy travel*
- *Zero carbon and zero road deaths – does less traffic mean safer traffic?*
- *Safe System: from principles to practice*

These each attracted between 150 and 250 delegates and speakers from around the globe.

In addition, PACTS held a Road Safety Strategy Stakeholder Consultation Workshop on behalf of the DfT to assist it with its strategy preparation.

PACTS continues to be respected and sought out by the media. Social media is increasingly important and PACTS now has almost 5,000 Twitter followers and 1,000 subscribers to the PACTS news and MailChimp communications. LinkedIn is also a useful tool. The PACTS website was rebuilt and launched in early 2021. In November 2020, PACTS engaged a part-time Communications Officer who is boosting PACTS impact in these areas. Regular newsletters have been reintroduced and our activity on LinkedIn substantially boosted. Most notably, PACTS has launched its own YouTube channel where it posts videos from PACTS events and research. A Communications Strategy had also been produced.

Attendance at PACTS conferences, working parties and other events is a measure of achievement and the year must be considered another success. It was a challenging programme for the staff to run, but as noted above online meetings have doubled attendance.

PACTS has continued to support international road safety matters, where this can be achieved at little or no cost. We were again requested to assist officials and parliamentarians in the Thai Senate Commission on the Integration of Emergency Rescue and Road Safety, this time with their online conference. PACTS President, Barry Sheerman MP, chairs the Independent Committee on Road Safety International (ICORSI).

PACTS and many PACTS members again made significant contributions to the European Council for Transport Safety (ETSC) to raise transport safety standards at European and international levels. The charity was represented on the ETSC Board of Directors by Barry Sheerman (or the Executive Director in his absence); and Professor Richard Allsop, a PACTS Special Adviser, is a co-opted member. Heather Ward, a former PACTS Road Environment Chair, continued as co-chair of the Performance Information Network (PIN) programme. The ETSC secretariat provided valuable assistance to PACTS in a number of research projects. ETSC have welcomed the PACTS work on e-scooters as a model for their position. While PACTS plays an active and constructive part in ETSC, it does not have the same incentive to engage in matters relating to the EU or European Commission, as consultations may be limited to EU Member States and EU directives are not applicable to Great Britain.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Future Activities

During the year ahead PACTS will undertake a range of activities to further its objectives.

As the impact of Covid and government restrictions have diminished, a combination of in-person and online events are likely to be the norm from now onwards.

The 30th Westminster Lecture on Transport Safety will be held in April 2022 at the Royal Automobile Club, the first in-person PACTS event for two years.

In 2022, PACTS will mark 40 years since its formal establishment in February 1982. A major Parliamentary Reception is planned for July, to which members past and present will be invited.

PACTS expects to conclude the MEBTI competition and the urban speed limits (*LUSTRE*) project. PACTS is a partner in a new project led by Greenwich University into attitudes to Intelligent Speed Assistance. The possibility of further work on the safety of private e-scooter use is being explored with The Road Safety Trust. Several research projects for 2022/23 were proposed to DfT but not funded. Other opportunities for research funding will be sought in 2022.

PACTS will seek to promote uptake of its research recommendations – on seatbelts, roads policing, drink and drug driving, e-scooters etc. It looks forward to the publication of the Road Safety Strategic Framework by the UK government. PACTS will support this where it meets the Safe System approach but not be afraid to criticise deficiencies. Trustees will support further campaigning by PACTS, in partnership, to persuade the UK government to raise vehicle safety regulations in line with best practice.

The DfT has agreed to support PACTS conferences in 2022/23. Other funders will be sought and a programme of conferences and events developed, including Council of Members and working party meetings. The PACTS Transport Safety Commission's Work-related Road Safety Forum did not meet during 2022 or 2021, due to Covid and other workload pressures on members. The future of the forum is under review by trustees.

FINANCIAL REVIEW

The charitable company's total income for the year was 13% less than in the previous year mainly due to lower donations and grant income for research projects. Total expenditure was 24% less than the previous year, mainly due to a reduction in project costs. PACTS produced a surplus of £42,480 compared to £12,511 in the previous year. Consequently, our total reserves increased from £90,456 to £132,936 which ensures that we have now achieved our set reserves level and have a slight cushion for future years. The unrestricted reserves increased from £89,706 to £132,186 and restricted reserves remained at the same level as the previous year as all projects ended other than the MEBTI competition.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investment which the trustees see fit. No investments have, however, been made during the year.

Funds Available and Reserves Policy

Trustees seek to have a robust and varied income stream for the charity with funds being raised through members' subscriptions, sponsorship of events, delegate fees at events and funding for specific projects. This has meant that the charity has not had to rely too heavily on any single source of income thereby giving the charity flexibility to face uncertain times. For the second year PACTS received a substantial strategic partnership grant from the Safer Roads Foundation. This, however, will not continue in 2022/23 due to the Foundation's focus on work overseas and limited funds.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Funds Available and Reserves Policy (contd)

The Covid restrictions meant that in-person conferences could not be held and charging delegates to attend online was not financially worthwhile. Support from National Highways, DfT and commercial sponsors and reduced conference costs allowed the events to contribute to staff and overhead costs and the impact on PACTS net income was small.

Economic conditions were challenging for many organisations during the pandemic and, unexpectedly, inflation increased dramatically in 2022. Public sector finances are still heavily constrained and private sector members look very carefully at the value of their support. Trustees are ambitious for PACTS and recognise that staff resources need to be maintained, and preferably increased, to meet the objectives. Having a physical office in the Westminster area is still considered important for staff, efficiency, visitors and the identity of PACTS. The current office is not a major cost item but the need for office premises is kept under review and change may be forced in 2022/23 if the lease is not extended. Expenditure on IT systems etc are at the right level to meet operational needs and costs cannot be reduced without affecting activity levels. Attracting grants and sponsorship for specific research is feasible but generating adequate income to cover core charitable functions is a greater challenge. In this regard, The Road Safety Trust grant for an Advocacy Officer is extremely helpful.

Through the Management and Finance Committee (MFC), the trustees have emphasised the need to maintain income and to balance the books. The level of churn in membership was small and new members joined. The total number of members remains broadly similar at just over 100, with new members attracted from several sectors, including micro mobility and software. In financial terms, the loss of a single corporate member, which usually occurs for reasons beyond control of PACTS, far outweighs the income from a number of other members.

The MFC decided in February 2022 to raise membership subscriptions by 5% for 2022/23. This has been accepted by members without objection. The three-year membership deal with 20% discount is now a routine offer and many members have again taken this option. It secures income and reduces administration in future years. It is also an indication of the commitment that members have to PACTS.

National Highways, Vision Zero South West, Jenoptik and Electra Commercial Vehicles sponsored the PACTS conferences. The DfT also supported PACTS events with grants. The Road Safety Trust provided grants for the e-scooters research and the Advocacy Officer. The Safer Roads Foundation supported PACTS with a strategic partnership grant. The trustees are grateful to these major funders.

A feature of PACTS income in 2021/22 was the higher levels of research grants from the Department for Transport which continued from 2020/21.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation.

In 2016/17 the trustees adopted a reserves target of £80,000 (being four months expenditure based on the 2015/16 budget) as a medium to long-term target and to work towards rebuilding reserves incrementally on an annual basis. They noted that the charity had successfully operated with a much smaller reserve for several years and that the reputation of the charity is such that its immediate future is not at stake. They also noted the guidance of the Charities Commission not to maintain excessive reserves. The surplus achieved in 2021/22 means that the target of £80,000 was achieved. In April 2022, the MFC reviewed this and decided to increase the target to £90,000, being four months expenditure of the budget for 2022/23.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Funds Available and Reserves Policy (contd)

The budget set for the year ahead seeks to achieve a modest surplus. The budget is similar to that for previous years but now including a full year of The Road Safety Trust Advocacy Officer grant, but without the £25,000 Safer Roads Foundation contribution. The trustees expect membership income to be broadly maintained and that further applications for research grants and event sponsorship will succeed. Some uncertainties inevitably remain but the trustees are confident that the financial situation can be managed and that PACTS is clearly a going concern. The MFC is monitoring the situation regularly and updating the budget accordingly. PACTS has a good track record of raising income and controlling costs. To date, income has been encouraging.

The trustees have agreed that the reserves policy will be reviewed on an annual basis.

REFERENCE AND ADMINISTRATIVE DETAILS

The company information set out on page 1 forms part of this report and includes details of our advisers and reference numbers.

Directors and Trustees

All directors of the company are also trustees of the charity and there are no other trustees. The current directors are shown on page 1 of these financial statements. Three directors and trustees (Barry Sheerman, Linda Phillips and Nick Starling) resigned during 2021/22. None was appointed.

The Board has the power to appoint additional trustees as it considers fit to do so. With nine directors and trustees (at years end), the Board considers there are sufficient members but it is open to the possibility if a suitable candidate were to be identified, particularly if this addressed skills gaps and improved diversity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a private company limited by guarantee and is therefore governed by its Memorandum and Articles of Association. This will be reviewed in 2022/23.

The charity is organised so that its directors and trustees meet three times annually and exercise responsibility for its governance. In the intervening period the Executive Director deals with the routine business with the help of members of PACTS staff. He is assisted by the MFC, which meets at least three times a year. Jon Crockett was appointed MFC Chair and Teresa Ciano appointed Vice-Chair by the PACTS Board in November 2021. They replaced John Plowman and Nick Starling, who had served for many years, but who remain on the MFC. The membership of this committee comprises five trustees and three co-optees (at year end).

The trustees are also supported by the PRC, chaired by Julian Hill, to help with the development of PACTS policy and research projects. In November 2021 Carolyn Griffiths was appointed Vice Chair by the PACTS Board. The committee meets two or three times a year. It comprises three trustees (at year end) and the chairs of the five technical working parties. It has also other co-opted members with specific expertise, including Professors Richard Allsop and Oliver Carsten, Special Advisers to PACTS. The membership of both committees is kept under review on an annual basis.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Governance Review (contd)

A major activity for trustees during the year was a thorough review of governance procedures and effectiveness. Although the trustees had confidence that they were undertaking good governance, there was a recognition that documentation to evidence this was not always comprehensive and that a thoroughgoing review would be good practice. This was started in mid-2020, led by the MFC, with the entire Board involved. Following the workshop, skills audit and independent Halpin report (December 2020) an action plan was drawn up.

In 2021/22 the trustees set about implementing the action plan, presented to Members in July 2021. This resulted in the establishment of a Council of Members (a formalisation of the existing PACTS members meetings), the creation of the new role of president, a separate chair of the board, agreed terms of office for trustees, terms of reference for all position holders, annual reviews, and endorsement of the Nolan principles and other ethical and behavioural standards. The trustees believe that the governance arrangements and documentation (the PACTS Governance Framework) is proportionate to the size and resources of the organisation, not unduly burdensome and helpful to the delivery of the charity's objectives. They believe that this has been achieved by this exercise.

A significant outcome from the Governance Review was changes in the roles of some trustees. Barry Sheerman MP, Chair of PACTS from the outset, resigned from the Board and became President. Tony Ciaburro was elected Chair of the Board and Dan Campsall elected Vice-chair. Other changes were made to refresh the Board and to demonstrate the Board's commitment to equality, diversity and inclusion.

The charity has a wholly owned subsidiary, PACTS (Training and Education) Limited which was originally formed to conduct the trading operations effected on behalf of the charity. During a previous year, the trustees reaffirmed the decision to take advantage of changes in the rules governing the total income of such subsidiaries and consolidated all financial activities within the accounts of the charity. PACTS (Training & Education) Limited has therefore not traded in the current year or for many preceding years. Trustees previously decided to retain it in case of future needs and opportunities. They will keep this under review.

Staffing and capacity

There were significant staff changes in 2021/22.

- The contract for the Communications Officer, Santiago Luis (two days per week) was extended.
- Margaret Winchcomb was appointed Senior Research and Policy Officer in May 2021 (four days per week).
- In November 2021 Kumar Niketan was recruited to the new post of Advocacy Officer.
- In December 2021, long-time Office & Events Manager, Joanne Mackel resigned.
- David Davies, Executive Director, served throughout the year.
- Elva Tehan (self-employed) took on the role of PACTS Finance Officer in early 2022.

Business continuity was maintained but some functions undertaken by the Office & Events Manager are not fully covered. This may make it challenging to organise in-person conferences, any office move and administrative tasks.

The trustees previously appointed the People's Pension Company Ltd as the pension provider for the PACTS workplace pension scheme. All employees are automatically enrolled and nearly all have chosen to remain in the scheme. Workplace Pensions Ltd manage the scheme for PACTS and ensure PACTS is compliant with legal requirements. The PACTS employer pension contribution for all staff is 10%. Staff are encouraged to make additional, employee contributions and some do.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Staffing and capacity (contd)

Bookkeeping services continue to be provided by Michael Ray and IT support by Anthony Cluer. Payroll services were provided by Superior Payroll Services Ltd. The trustees and Executive Director are pleased with all the services provided. After many years of service to PACTS, Michael Ray has stated that he will retire in 2022/23 and arrangements are underway to cover the tasks he undertakes.

PACTS honorary Company Secretary Glynn Maddocks retired in 2021/22. He was PACTS Company Secretary from the outset. The trustees decided the role of Company Secretary should be added to that of the Executive Director, with specialist legal advice sought as necessary.

The trustees are grateful to all these organisations and individuals who help PACTS to deliver its objectives and services.

RISK MANAGEMENT

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. The Risk Register is now updated and reviewed at each MFC meeting. A specific focus for the year again was risks arising from Covid. The trustees identified this as principally financial, business continuity, and health (staff and others interacting with PACTS). All were successfully managed.

The trustees are satisfied that the remit given to the MFC enables potential risks to be monitored, reports to be produced and steps taken during the year to lessen the impact of any risks that may emerge during the course of the year. One mechanism by which this is discharged is the 'ABCD' Report (Achievements, Benefits, Challenges and Dilemmas) from the Executive Director to trustees, normally provided six times a year, at meetings of the Board and the MFC. These highlight any concerns which are then discussed and acted upon where necessary. Minutes of the Trustees' Meetings have action logs to summarise and track actions, including risk mitigation.

The trustees remain of the opinion that the major sources of risk to the charity is the uncertainty of the income streams, although these have proved reasonably stable (in aggregate) over the past few years. The annual additions to reserves in the years since 2013 are steps in the right direction. Changes in personnel with accompanying loss of knowledge is also a significant risk. This would risk impacting the charity's capacity to deliver its programme of research and events. This has been mitigated by a deliberate management strategy to share roles and skills within the team. Trustees, working party chairs, advisors and co-opted committee members also contribute greatly to the substantive work of the charity.

In January 2019, PACTS relocated to Buckingham Court on a three-year lease, ending November 2021. A one-year extension was agreed to 30 November 2022. Trustees, staff and PACTS members are very pleased with the offices which have significant benefits at similar costs to Clutha House. It is hoped that a further extension will be possible but is by no means certain. Other options for office premises have been explored and will be further towards the end of the year.

The trustees themselves have assisted the Executive Director with a number of management tasks including fundraising, HR, business planning, marketing and communications. This also builds capacity and resilience in the organisation.

As a result of the upgrade to PACTS IT systems in early 2019, PACTS staff have been able to work remotely and efficiently during the Covid-19 pandemic and lockdowns. Risks to staff were thus minimised. Options for hybrid events (combining physical and virtual attendance) have been developed.

Some internal financial control procedures were formalised in 2020/21. With the transfer of bookkeeping tasks to the new Finance Officer, controls were again reviewed. Trustees are satisfied that controls are fit for purpose.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of PACTS for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the charity's SORP 20-19 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 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.

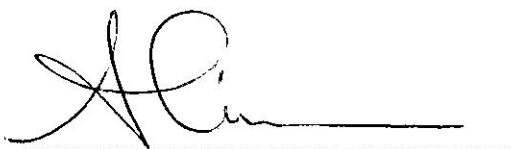
The trustees are responsible for the maintenance and integrity of the corporate and financial information including on the charity company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

The trustees intend to reappoint the existing independent examiner to undertake the independent examination of the company for the following year.

This report has been prepared in accordance with the provisions applicable to the small company exemption.

This report was approved by the Board on 14 July 2022 and signed on its behalf by the Chair.



Anthony Ciaburro,
Director and Trustee

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES****THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 13 to 22.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company 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 your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

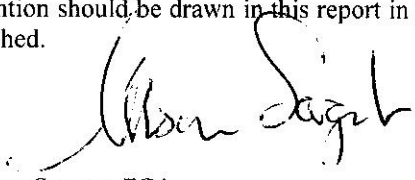
Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

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



Alison Sargent FCA
Sargent & Co
Chartered Accountants & Registered Auditors
219 Croydon Road
Caterham
Surrey
CR3 6PH

Date: 14 July 2022

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2022

<u>Income</u>	<u>Notes</u>	<u>Unrestricted Funds £</u>	<u>Restricted Funds £</u>	<u>Total Funds 2022 £</u>	<u>Total Funds 2021 £</u>
Donations and Research Grants	2	25,340	103,200	128,540	148,796
<i>Income from Charitable Activities:</i>					
Subscriptions		114,628	-	114,628	119,742
Conferences and Miscellaneous		-	-	-	20,000
<i>Income from Trading Activities:</i>					
Sponsors and fees:		21,000	-	21,000	16,000
Interest Receivable		60	-	60	558
<u>Total income</u>		<u>161,028</u>	<u>103,200</u>	<u>264,228</u>	<u>305,096</u>
<u>Expenditure</u>					
<i>Cost of raising funds:</i>					
Promotion and Publicity	4	3,124	-	3,124	2,445
<i>Expenditure on Charitable Activities:</i>					
Charitable Activities	3	115,424	103,200	218,624	290,140
<u>Total expenditure</u>	6	<u>118,548</u>	<u>103,200</u>	<u>221,748</u>	<u>292,585</u>
<u>Net income/(expenditure) for the year</u>	7	<u>42,480</u>	<u>-</u>	<u>42,480</u>	<u>12,511</u>
Funds transferred	14	-	-	-	-
<u>Net movement in funds for the year</u>		<u>42,480</u>	<u>-</u>	<u>42,480</u>	<u>12,511</u>
Total funds brought forward		89,706	750	90,456	77,945
<u>Total funds carried forward</u>		<u>132,186</u>	<u>750</u>	<u>132,936</u>	<u>90,456</u>

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

All income and expenditure derive from continuing activities.

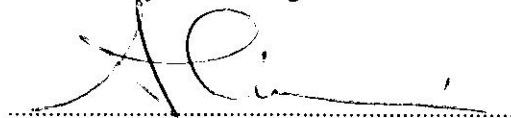
The notes on pages 15 to 22 form part of these accounts.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**COMPANY NO. 2366377****BALANCE SHEET AS AT 31 MARCH 2022**

	<u>Note</u>	<u>2022</u>	<u>2021</u>
		£	£
<u>FIXED ASSETS</u>			
Tangible Assets	10	4,097	4,700
Investment in subsidiary company	11	<u>2</u>	<u>2</u>
		4,099	4,072
<u>CURRENT ASSETS</u>			
Debtors	12	36,796	28,991
Cash at Bank and in hand	13	<u>233,767</u>	<u>221,858</u>
		270,563	250,849
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>	14	<u>(141,726)</u>	<u>(165,095)</u>
<u>NET CURRENT ASSETS</u>		<u>128,837</u>	<u>85,754</u>
<u>NET ASSETS</u>		<u>132,936</u>	<u>90,456</u>
<u>FUNDS</u>			
Restricted Funds	15	750	750
Unrestricted Funds	15	<u>132,186</u>	<u>89,706</u>
<u>MEMBERS FUNDS</u>		<u>132,936</u>	<u>90,456</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2022. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at the 31 March 2022 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the Board 14 July 2022 and signed on its behalf.



Anthony Ciaburro
Director and Trustee

The notes on pages 15 to 22 form part of these accounts.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The financial statements are prepared under the historical cost convention and on a going concern basis, as no material uncertainties exist and future funding is sufficient at the present time. The financial statements are presented in sterling which is the functional currency of the charity.

PACTS meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

(b) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income has been met, it is probable that the income will be received and the amount can be measured reliably.

The income of the company is made up of annual and other members' subscriptions, government and other grants, donations, fees for conferences and research contracts, sponsorship and sales (net of Value Added Tax).

Income is accounted for on an accruals basis except for voluntary donations and other subscriptions which are accounted for when received, and grants to fund a particular activity which are accounted for to ensure that the income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(c) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations and research grants which the donor has specified are to be solely used for a particular area of the charity's work or for specific research projects being undertaken by the charity.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by the staff on these activities.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis.

Web Development	25% straight line basis
Computer Equipment	33 $\frac{1}{3}$ % straight line basis
Furniture	10% straight line basis

(g) Pension Scheme

The company operates a scheme to contribute a defined amount to individual employees' pension schemes and the pension charge represents the amounts payable by the company to the various funds in respect of the year.

(h) Promotion and Publicity Costs

Promotion and publicity costs comprise amounts incurred in raising the profile of the charity and inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and sponsorship and the costs incurred in ensuring that the work of the charity is recognised by members of both Houses of Parliament and others.

(i) Expenditure on Governance of the Charity

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity such as the costs of the Independent Examiners Report as well as costs of any strategic planning for the future.

(j) Debtors

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly lucrative assets with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

(l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Operating Leases

The charity classifies the rental of the premises from which it carries out its activity as an operating lease.

Rentals payable under operating lease is charged to the Statement of Financial Activities as incurred over the term of the lease.

(n) Judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the #wd6\Director\ #wd12\Director\ 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.

2.	<u>VOLUNTARY INCOME</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2022 Total</u>	<u>2021 Total</u>
	Donations	25,340	-	25,340	24,996
	Grants	—	103,200	103,200	123,800
		<u>25,340</u>	<u>103,200</u>	<u>128,540</u>	<u>148,796</u>

Grants in 2020-21 included £123,800 Restricted Funds.

Grants include those received from government amounting to £26,950 (2021 - £79,800). See note 15 for details.

3.	<u>CHARITABLE ACTIVITIES EXPENDITURE</u>	<u>2022</u>	<u>2021</u>
	Conference expenses	2,932	9,177
	Project Expenditure (including staff costs)	103,200	145,622
	Premises and Office costs	35,948	37,192
	Staff costs - unrestricted activities	71,876	92,710
	Governance costs (see note 5)	<u>4,668</u>	<u>5,439</u>
		<u>218,624</u>	<u>290,140</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

4. PROMOTION AND PUBLICITY

Advertising and Printing	1,741	1,092
Staff Costs	<u>1,383</u>	<u>1,353</u>
	<u>3,124</u>	<u>2,445</u>

5. GOVERNANCE

	<u>2022</u>	<u>2021</u>
Staff Costs	1,383	1,353
Independent Examiners fees	2,950	2,750
Professional fees	-	1,200
Travel & Expenses	178	-
General Overheads	<u>157</u>	<u>136</u>
	<u>4,668</u>	<u>5,439</u>

6. TOTAL RESOURCES EXPENDED

	<u>Staff Costs</u>	<u>Depreciation</u>	<u>Other Costs</u>	<u>Total 2022</u>	<u>Total 2021</u>
Charitable activities expenditure	71,877	2,438	36,441	110,756	140,901
Restricted charitable activities expenditure	68,211	-	34,989	103,200	143,800
Promotion and publicity	1,383	-	1,741	3,124	2,445
Governance	<u>1,383</u>	<u>-</u>	<u>3,285</u>	<u>4,668</u>	<u>5,439</u>
	<u>142,854</u>	<u>2,438</u>	<u>76,456</u>	<u>221,748</u>	<u>292,585</u>

7. NET INCOMING RESOURCES

	<u>2022</u>	<u>2021</u>
The net incoming resources is stated after charging:-		
Depreciation of Tangible Fixed Assets owned by the Charity	2,438	2,083
Operating Lease - rent	<u>16,482</u>	15,946

8. STAFF COSTS

	<u>2022</u>	<u>2021</u>
Salaries	127,140	134,902
Social Security costs	5,497	6,574
Pension costs	<u>10,217</u>	<u>13,140</u>
	<u>142,854</u>	<u>154,616</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

8.	<u>STAFF COSTS (contd)</u>	<u>2022</u>	<u>2021</u>
	Average numbers employed in the year in charitable work	3	4

All the staff spend a certain amount of time on fund raising and governance work. No employee had benefits (excluding employer pension costs) in excess of £60,000 (2021 - None). PACTS considers its key management personnel comprise the trustees and the Executive Director. The total employment benefits including employer pension contributions of the key management personnel were £66,000 (2021 - £64,466).

The trustees received no remuneration in respect of their duties as trustees. Expenses were reimbursed to one trustee in 2021/22 totalling £129 (2021 - nil).

9. TAXATION

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10. TANGIBLE FIXED ASSETS

	<u>Web Development</u>	<u>Office Equipment etc</u>	<u>Total</u>
<u>Cost or valuation</u>			
At 1 April 2021	4,729	9,134	13,863
Additions	-	1,835	1,835
Disposals	-	(298)	(298)
<u>At 31 March 2022</u>	<u>4,729</u>	<u>10,671</u>	<u>15,400</u>
<u>Depreciation</u>			
At 1 April 2021	1,182	7,981	9,163
Charge for year	1,182	1,256	2,438
Disposals	-	(298)	(298)
<u>At 31 March 2022</u>	<u>2,364</u>	<u>8,939</u>	<u>11,303</u>
<u>Net Book Value</u>			
At 31 March 2022	<u>2,365</u>	<u>1,732</u>	<u>4,097</u>
At 31 March 2021	<u>3,547</u>	<u>1,153</u>	<u>4,700</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

11. **FIXED ASSETS - INVESTMENT IN SUBSIDIARY COMPANY**

The Parliamentary Advisory Council for Transport Safety owns the whole of the issued share capital of PACTS (Training & Education) Limited, a company incorporated in England and Wales under company number 03541795. PACTS (Training & Education) Limited did not trade throughout the year ended 31 March 2022 or the previous year. The aggregate capital and reserves at 31 March 2022 was £2 (2021 - £2).

12. **DEBTORS**

Due within one year:	<u>2022</u>	<u>2021</u>
Prepayments and accrued income	7,740	4,154
Other debtors	<u>29,056</u>	<u>24,837</u>
	<u>36,796</u>	<u>28,991</u>

13. **CASH AT BANK**

The cash at bank includes monies held in respect of the MEBTI winners fund as shown in note 14 below.

14. **CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	<u>2022</u>	<u>2021</u>
Taxation and Social Security	2,688	4,215
Amounts owed to subsidiary undertaking	2	2
Deferred income - subscriptions	23,038	18,847
MEBTI Winners' fund	105,000	105,000
Other creditors and accruals	<u>10,998</u>	<u>37,031</u>
	<u>141,726</u>	<u>165,095</u>

Deferred income relates to subscriptions invoiced in respect of the following year.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

15.	<u>FUNDS</u>	<u>Balance</u> <u>31.03.21</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31.03.22</u>
	Unrestricted Funds:	<u>89,706</u>	<u>161,028</u>	<u>118,548</u>	<u>-</u>	<u>132,186</u>
	Restricted Funds:					
	MEBTI	750	-	-	-	750
	e-Scooters	-	40,000	40,000	-	-
	Drink Drive	-	-	-	-	-
	Road Safety Advocacy Officer	-	36,250	36,250	-	-
	Stakeholder Consultation	-	-	-	-	-
	workshop	-	12,000	12,000	-	-
	Tackling Drink & Drug Driving	-	14,950	14,950	-	-
	Total Restricted	<u>750</u>	<u>103,200</u>	<u>103,200</u>	<u>-</u>	<u>750</u>
	Total funds	<u>90,456</u>	<u>264,228</u>	<u>221,748</u>	<u>-</u>	<u>132,936</u>

The restricted funds listed above have received grants from DfT and Road Safety Trust to enable the charity to carry out its research projects. The grants received from DfT in 2021/22 amounted to £26,950, relating to two research projects (Stakeholder Consultation workshop and Tackling Drink and Drug driving). Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2022/23.

<u>FUNDS – prior year</u>	<u>Balance</u> <u>31.03.20</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31.03.21</u>
Unrestricted Funds:	<u>57,195</u>	<u>181,296</u>	<u>148,785</u>	<u>-</u>	<u>89,706</u>
Restricted Funds:					
MEBTI	1,750	-	1,000	-	750
Drink Drive	10,000	-	10,000	-	-
Road Danger Statistics	9,000	-	9,000	-	-
Drug Drive	-	20,000	20,000	-	-
Urban Speed Limits	-	44,000	44,000	-	-
Alcolocks	-	35,800	35,800	-	-
SWIPE	-	24,000	24,000	-	-
Total Restricted	<u>20,750</u>	<u>123,800</u>	<u>143,800</u>	<u>-</u>	<u>750</u>
Total funds	<u>77,945</u>	<u>305,096</u>	<u>292,585</u>	<u>-</u>	<u>90,456</u>

The restricted funds listed above have received grants from DfT, Road Safety Trust and FIT to enable the charity to carry out its research projects. The grants received from DfT in 2020/21 amounted to £79,800, relating to three research projects (SWIPE, drug driving and alcolocks). Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2021/22.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (Contd)**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total 2022</u>
Fixed assets	4,099	-	4,099
Cash at bank	233,017	750	233,767
Other net current assets/(liabilities)	<u>(104,930)</u>	<u>-</u>	<u>(104,930)</u>
	<u>132,186</u>	<u>750</u>	<u>132,936</u>

17. LEGAL STATUS OF THE CHARITY

The Parliamentary Advisory Council for Transport Safety is a private company, incorporated in England and Wales, limited by guarantee and has no share capital. Each guarantor has agreed to contribute up to £10 in the event of the winding up of the company. The registered office is Suite G2, Buckingham Court, 78 Buckingham Gate, London SW1E 6PE.

18. PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual employees' Pension Schemes. The assets of the funds are held separately from those of the company in independently administered funds. At the balance sheet date there were unpaid contributions of £2,530 (2021 - £2,956).

19. OPERATING LEASE COMMITMENTS

At 31 March 2022 the charity had the following annual commitments under non-cancellable operating leases as follows:-

	<u>Land and Buildings</u>	
	<u>2022</u>	<u>2021</u>
Operating leases which expire:		
Within one year	<u>11,390</u>	<u>2,657</u>
The charge for the year for the above Lease was	16,482	15,946

20. RELATED PARTY TRANSACTIONS

Payments totalling £6,836 (including VAT) (2021: £23,020) were made to Agilysis Ltd for specialist services in connection with IT support for on-line conferences and the stakeholder workshop, of which Mr DRJ Campsall, a trustee of PACTS, is a shareholder and Chairman. Nothing was owed at the year (2021 - £8,820).

THE FOLLOWING PAGE IS FOR MANAGEMENT
INFORMATION PURPOSES ONLY AND DOES NOT
FORM PART OF THE STATUTORY ACCOUNTS

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022**

	<u>2022</u> £	<u>2021</u> £
<u>INCOME</u>		
Subscriptions	114,628	119,742
Grants, Projects and Donations	103,200	143,800
Conference Sponsorship	21,000	16,000
Donations	25,340	24,996
Other Income	—	—
	<u>264,168</u>	<u>304,538</u>
<u>EXPENDITURE</u>		
Conference Expenses	2,932	9,177
Other Projects	6,090	67,386
Working Party Costs	-	(95)
Salaries, NIC and Pension	142,854	154,616
Recruitment and Training	514	585
Office Rental and Premises Costs	25,764	22,127
Stationery and Office Expenses	4,103	5,872
Telephone & Fax	4,086	4,150
Web Development	1,749	1,975
Subscriptions and Publications	162	277
Travel Expenses	264	-
Accountancy and Payroll	10,133	6,890
Independent Examiners Fees	2,950	2,750
Bank Charges	1,465	1,271
Insurances	1,190	865
General Promotion	1,741	1,092
ETSC	3,610	3,720
Depreciation of Equipment	2,438	2,084
Legal and Professional fees	288	1,488
Non recoverable VAT	<u>9,415</u>	<u>6,355</u>
	<u>221,748</u>	<u>292,585</u>
<u>OPERATING SURPLUS/(DEFICIT)</u>	<u>42,420</u>	<u>11,953</u>
Interest receivable	<u>60</u>	<u>558</u>
<u>Surplus for the Year</u>	<u>42,480</u>	<u>12,511</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

England & Wales - Charity number 1068607

Accounts

**THE PARLIAMENTARY ADVISORY
COUNCIL FOR TRANSPORT SAFETY
(A Company Limited by Guarantee)
DIRECTORS' AND TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

**Company No: 2366377
(England and Wales)**

Charity No: 1068607

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**ADMINISTRATIVE INFORMATION**

DIRECTORS AND TRUSTEES	Barry Sheerman, MP (Chairman) John Plowman Nicholas Starling Jonathan Crockett Julian Hill Jeanne Breen OBE Linda Phillips Daniel Campsall Anthony Ciaburro Teresa Ciano Mary Creagh (appointed 6 November 2020) Muhammed Sadique (appointed 4 March 2021)
SECRETARY	Glyn Maddocks
EXECUTIVE DIRECTOR	David Davies
COMPANY NUMBER	2366377 (England and Wales)
CHARITY NUMBER	1068607
REGISTERED OFFICE	Suite G2 Buckingham Court 78 Buckingham Gate London SW1E 6PE
WEB SITE	www.pacts.org.uk
INDEPENDENT EXAMINER	Sargent & Co Chartered Accountants and Reporting Accountants 219 Croydon Road Caterham Surrey CR3 6PH
BANKERS	Cooperative Bank plc PO Box 250 Delf House South Way Skelmersdale WN8 6WT

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**COMPANY NO: 2366377 (ENGLAND AND WALES)****DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31
MARCH 2021**

The directors and trustees present their annual report and the audited financial statements for the year ended 31 March 2021 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective January 2019).

OUR PURPOSE AND ACTIVITIES*Objectives and Scope*

PACTS' charitable objective is "To protect human life through the promotion of transport safety for the public benefit."

The trustees support the *Safe System* for road safety management, in accordance with international best practice and have adopted the following:

- *Vision: "A safe transport system free from death and serious injury."*
- *Strapline: "Safe transport for all."*

The PACTS' priorities for road safety, reflecting the *Safe System*, have been set out in various documents since 2015.

A transport safety framework document including safety priorities for road, rail and air transport, was developed by the Policy and Research Committee during 2020/21. The priorities include a stronger emphasis on promoting safe modes (public transport) and active travel (walking and cycling) which has wider benefits.

This better enables PACTS to engage in a range of public policy debates, including transport, health and sustainability, adding the safety dimension. This has proved particularly relevant in relation to the widespread impacts and policy changes stemming from the Covid-19 pandemic.

Trustees have confirmed PACTS support for international road safety efforts, the UN 2020 Resolution on road safety and the 2nd Road Safety Decade of Action.

PACTS' core role is to **engage with Parliamentarians on transport safety matters**.

In 2016 trustees agreed the priorities below, principally regarding PACTS' Parliamentary activities. These continue to be valid.

- Involve MPs in PACTS and to support the All-Party Parliamentary Group for Transport Safety.
- Promote awareness in Parliament of the scale of road casualties in the UK and the lack of casualty reduction since 2010.
- Encourage the Department for Transport (DfT) to refresh the *British Road Safety Statement*.
- Promote debates, PQs and EDMs etc on transport safety.

- Input safety considerations to legislation.
- Provide briefings for MPs and peers on transport safety.
- Respond to consultations by Transport Committee, Department for Transport (DfT) etc.
- Support UN sustainable development goals for road safety.
- Promote the *Safe System* for road safety management - the framework that brings the parts together.

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Objectives and Scope (contd)

With respect to the *British Road Safety Statement*, this was refreshed in 2019. Although this did not adequately incorporate the recommendations of the *Road Safety Management Capacity Review*, it endorsed the *safe system* and acknowledged the significant contributions from PACTS towards the Department's work.

The trustees have referred, where appropriate, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. The trustees are satisfied that the priorities set and the activities undertaken are in furtherance of the charitable objective and the public benefit.

Activities

The activities of the charity have remained broadly in line with previous years, although Covid restrictions have changed the delivery methods. PACTS focuses on road safety as this is where most improvement is needed but maintains its interest in rail and air safety issues. Its objective is to promote research-based solutions in the transport safety context. This involves dissemination and discussion in two directions:

- Firstly, to raise issues with Ministers, Parliamentarians and with their advisors and other opinion-formers, civil servants and officials in order to ensure that a focus on research-based options is maintained within government.
- Secondly, to widen the knowledge base of the profession and the interested public through meetings, conferences, discussions and research papers.

Due to the Covid restrictions, from March 2020 onwards, all PACTS meetings were held online. This has proved successful, saving time and costs, and enabling significantly more people to participate. Online meetings, or a combination of face to face and online, are likely to be the norm from now onwards. Some face to face meetings will be held as they offer a broader experience and are wanted by participants.

During 2020/21 PACTS was able to help re-establish the All-Party Parliamentary Group (APPG) for Transport Safety, co-chaired during the year by MPs Lilian Greenwood and Sir Peter Bottomley. At the request of the APPG, PACTS provided the secretariat. The first meeting involved a presentation from the Road Safety Minister Baroness Vere. Subsequent meetings addressed drink and drug driving, vehicle safety and global road safety.

PACTS engages in official Parliamentary business channels in order to raise transport safety matters. During the year PACTS submitted evidence to the Transport Select Committee's inquiries into the safety of young drivers and e-scooters.

PACTS also provided briefings to MPs, peers and Shadow ministers on transport safety matters, to support Parliamentary debates, questions, draft bills, EDMs and constituency matters. In 2020, with pro-bono assistance from Agilysis Ltd, PACTS published a new version of the Constituency Road Safety Dashboard. This generated significant MP and public interest.

As well as advising and supporting parliamentarians, PACTS seeks to influence Government in order to improve transport safety. PACTS submitted responses to other Parliamentary and government bodies, including the Law Commission on autonomous vehicles, Transport Scotland on its Road Safety Framework and the Department for Transport's Call for Evidence on Roads Policing. PACTS published a briefing note on the importance of maintaining vehicle safety standards in international trade deals, which was featured on the BBC News website. In a specially convened meeting, PACTS received oral assurances from the International Trade Minister that standards would not be reduced. (However, the UK has yet to enact the revised General Safety Regulation on vehicle safety, so some ambiguity remains.)

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Activities (contd)

PACTS has excellent communication channels with the Department for Transport on transport safety matters. PACTS is the only road safety organisation without an official delivery function to be a member of the DfT's new Road User Safety Delivery Board, or its Motorists Forum. The mobile evidential breath test instruments (MEBTI) competition run by PACTS with DfT funds, reached its third and final stage in 2020. As a result, it is likely that a new generation of mobile evidential breath test instruments will be available to UK police in 2022

PACTS has maintained or developed important relationships with other official transport bodies and private sector stakeholders important to transport safety, including ORR, DVSA, RSSB, Transport Focus, MIB and Highways England. PACTS is a steering group member of the DfT funded collision investigation project, run by RAC Foundation. PACTS is represented on the ORR's Railway Industry Health and Safety Advisory Committee, and on the ROSPA National Road Safety Committee and a number of other bodies.

On a strategic basis, PACTS also participates in local safety bodies, including Transport for London's (TfL) Vision Zero Stakeholder Group, the SW Peninsula Road Safety Partnership and the Kent County Council Vision Zero panel. All of this reflects the contribution that the charity seeks to make to improving transport safety and the recognition of its capability to contribute on a wide range of issues.

PACTS will continue these activities in the year ahead.

Much of PACTS's technical expertise lies in its **five working parties** which typically meet three times a year. These are

- Road Environment
- Road User Behaviour
- Vehicle Design
- Rail Safety, and
- Aviation Safety.

These groups provide a wealth of expertise and a depth of knowledge on which PACTS trustees and staff can draw in developing new thinking about transport safety, research projects, responding to government consultations and select committee inquiries, and in identifying examples of good practice to promote. Membership of the working parties is by invitation from PACTS and it is generally a mutually beneficial arrangement. The trustees are grateful to all who participate and particularly to the Chairs. Matthew Lugg OBE, Professor David Crundall; Richard Cuerden and Carolyn Griffiths continued in their roles, as did Ian Frow, Liaison Officer to the Air Safety Group. All working parties have vice-chairs to assist.

The PACTS Transport Safety Commission's Work-related Road Safety Forum which did not meet during 2020, due to Covid workload pressures on members, includes HSE, DfT, Highways England, Traffic Commissioners, TfL and ORR. They however reaffirmed the value of the forum, their wish for it to continue and PACTS convened a meeting in early 2021.

The Policy and Research Committee continues to integrate the agendas of the working parties with the strategic objectives and activities of PACTS.

PACTS does not have volunteers, in the usual meaning of the word for the charity sector. However, a great number of people contribute considerable time and expertise at no cost to PACTS – particularly through the working parties – and enable PACTS to be credible and effective across a wide range of transport safety matters. The trustees are very grateful to all those people.

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

**DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31
MARCH 2021**

Activities (contd)

The trustees are glad to be able to report that PACTS again published several valuable research reports. This has been possible as a result of successful bids for research grants. In particular:

- Roads policing and road safety (June 2020)
- What kills most on the roads (November 2020)
- Drink driving (December 2020)
- Drug driving (February 2020)
- Alcohol interlocks (March 2020).

Covid restrictions impacted the usual programme of events. Face to face conferences could not be held. PACTS adapted and has held three online conferences on the Safety in the Wider Policy Environment (SWIPE) theme in the

first half of 2021. These have attracted between 150 and 300 delegates and speakers from around the globe. A Westminster Lecture on Transport Safety was not held in 2020.

Attendance at PACTS conferences, working parties and other events is a measure of achievement and the year must be considered another success. It was a challenging programme for the staff to run, but as noted above online meetings have doubled attendance.

PACTS continues to be respected and sought out by the media. Social media is increasingly important and PACTS now has over 4,500 Twitter followers and around 1,000 subscribers to the PACTS news and communications. MailChimp and LinkedIn are also useful tools. The PACTS website was rebuilt and launched in early 2021. In November 2020, PACTS engaged a part-time Communications Officer who is boosting PACTS impact in these areas.

PACTS has continued to support international road safety matters, where resources allow.

PACTS Chair, Barry Sheerman MP, has actively fulfilled his new role of Chair of the Global Network for Road Safety Legislators. He also chairs the Independent Committee on Road Safety International (ICORSI).

PACTS and many PACTS members again made significant contributions to the European Transport Safety Council (ETSC) to raise transport safety standards at European and international levels. The charity was represented on the ETSC Board of Directors by Barry Sheerman and Richard Allsop, a PACTS Special Adviser, is a co-opted member. Heather Ward, a former PACTS Road Environment Working Party Chair, continued as co-chair of the Performance Information Network (PIN) programme. The ETSC secretariat provided valuable assistance to PACTS in a number of research projects.

Future Activities

During the year ahead PACTS will undertake a range of activities to further its objectives.

PACTS will conclude its research on the MEBTI competition (Stage 3) and the urban speed limits (*LUSTRE*) projects. A new research project into the safety of private e-scooter use, funded by the Road Safety Trust will be delivered. Other applications for research funding have been made and more will be submitted in 2021.

PACTS will seek to promote uptake of its research recommendations – on seatbelts, roads policing, drink and drug driving etc. It will also promote and contribute to the development of a new government road safety strategy, to replace the now expired 2019 Road Safety Statement.

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY
COMPANY NO: 2366377 (ENGLAND AND WALES)
DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31
MARCH 2021

Future Activities (contd)

With support from Direct Line Group, PACTS and Agilysis have developed a second constituency dashboard which will include air quality and electric vehicle data, for launch later in 2021.

The SWIPE online conference programme will be concluded in 2021/22. The secretariat is monitoring the Covid situation and decisions on conferences and other events will be made in the light of national regulations and guidance.

As face to face meetings and non-essential travel have been banned during lockdown, PACTS has moved its programme of Working Party meeting online, with great success. Some of this will continue post-lockdown.

FINANCIAL REVIEW

The charitable company's total income for the year was 12% higher than in the previous year mainly due to additional donations and grant income for research projects. As a result, total expenditure was 14% higher than the previous year, mainly due to increased project costs. PACTS produced a surplus of £12,511 compared to £17,730 in the previous year. Consequently, our total reserves increased from £77,945 to £90,456 which ensures that we have now achieved our set reserves level. The unrestricted reserves increased from £57,195 to £89,706 and restricted reserves decreased to £750 due to most of the research projects ending in 2020/21.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investment which the trustees see fit. No investments have, however, been made during the year.

Funds Available and Reserves Policy

As in past years, the trustees agreed that it is important to have a balanced income stream for the charity with funds being raised through members' subscriptions, sponsorship of events, delegate fees at events and funding for specific projects. This has meant that the charity has not had to rely too heavily on any single source of income thereby giving greater flexibility to face uncertain times. During the year PACTS negotiated a strategic partnership with the Safer Roads Foundation, which will provide a substantial additional income source in coming years.

The Covid restrictions meant that face to face conferences could not be held and charging delegates to attend online was not financially worthwhile. Sponsorship by Highways England, the DfT SWIPE grant and reduced conference costs allowed the events to contribute to staff and overhead costs and the impact on PACTS net income was small.

Economic conditions have been challenging and considerable uncertainty remains. Public sector finances are still heavily constrained at local level and private sector members look very carefully at the value of their support. The trustees believe that PACTS's resources (four/five staff, the improved office premises and IT system) are at the right level to meet current ambitions and costs cannot be reduced without affecting activity levels. Attracting grants and sponsorship for research is quite feasible but generating adequate income to cover core charitable functions is a greater challenge.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**COMPANY NO: 2366377 (ENGLAND AND WALES)****DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31
MARCH 2021***Funds Available and Reserves Policy (contd)*

Through the Management and Finance Committee, the trustees have emphasised the need to maintain income and to balance the books. The level of churn in membership was small and new members joined. The total number of members remains broadly similar at just over 100, with new members attracted from several sectors. In financial terms, the loss of a single corporate member, which usually occurs for reasons beyond PACTS' control, far outweighs the income from a number of other members.

A three-year membership deal with 20% discount was repeated this year, with even greater success. This secures income and reduces administration in future years. It is also an indication of the commitment that members have to PACTS. It will be repeated in 2021/22.

Highways England sponsored the PACTS conferences. The Road Safety Trust provided a grant to allow PACTS and partners to start a research project on urban speed limits. The report on roads policing was supported by GEM, MIB, Jenoptik, Alcosense; the Foundation for Integrated Transport (FIT) supported the report *What kills most on the Roads*.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation.

In 2016/17 the trustees adopted a reserves target of £80,000 (being four months expenditure based on the 2015/16 budget) as a medium to long-term target and to work towards rebuilding reserves incrementally on an annual basis. They noted that the charity had successfully operated with a much smaller reserve for several years and that the reputation of the charity is such that its immediate future is not at stake. They also noted the guidance of the Charities Commission not to maintain excessive reserves. The surplus achieved in 2020/21 means that the target of £80,000 was achieved.

The budget set for the year ahead seeks to achieve a further surplus. The budget is similar to that for previous years. Some parts of it are secure, including the £25,000 Safer Roads Fund contribution and the Road Safety Trust Grants amounting to £31,000. The trustees are also confident that membership income will be maintained and that further applications for research grants and event sponsorship will succeed. Some uncertainties inevitably remain but the trustees are confident that the financial impacts of the Covid-19 pandemic etc can be managed. The Management and Finance Committee is monitoring the situation regularly and updating the budget accordingly. PACTS has a good track record of raising income and controlling costs. To date, income has been encouraging.

The trustees have agreed that the reserves policy will be reviewed on an annual basis.

REFERENCE AND ADMINISTRATIVE DETAILS

The company information set out on page 1 forms part of this report and includes details of our advisers and reference numbers.

Directors and Trustees

All directors of the company are also trustees of the charity and there are no other trustees. The current directors are shown on page 1 of these financial statements. Two new directors and trustees (Mary Creagh and Muhammed (Sid) Sadique) were appointed during 2020/21. None resigned.

The board has the power to appoint additional trustees as it sees fit so. With 12 directors and trustees, the board considers there is no current requirement for further board members unless existing board members stand down but it is open to the possibility if a suitable candidate were to be identified, particularly if this improved diversity.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**COMPANY NO: 2366377 (ENGLAND AND WALES)****DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31
MARCH 2021****STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is constituted as a private company limited by guarantee and is therefore governed by its Memorandum and Articles of Association.

The charity is organised so that its directors and trustees meet three times annually and exercise responsibility for its governance. In the intervening period the executive director deals with the routine business with the help of members of PACTS staff, and a Management and Finance Committee, chaired by John Plowman, which meets at least three times a year. The membership of this committee comprises seven trustees (at year end).

The trustees are also supported by a Policy and Research Committee, chaired by Julian Hill, to help with the development of PACTS' policy and research projects. The committee meets two or three times a year. It comprises four trustees (at year end) and the chairs of the five technical working parties. It has also co-opted other members with specific expertise to offer to its deliberations, including Professors Richard Allsop and Oliver Carsten, Special Advisers to PACTS. The membership of both committees is kept under review on an annual basis.

A major activity for trustees during the year was a thorough review of governance procedures and effectiveness. Although the trustees had confidence that they were undertaking good governance, the Charity Governance Code recommends the board should review its effectiveness on a regular basis. The effectiveness review focused on ensuring the organisation was not only compliant with the latest Charity Commission guidance but could demonstrate and evidence good practice to ensure that the board and governance structure was adding real value to PACTS. Following a scoping exercise led by the Management & Finance Committee (MFC) all Trustees completed a skills and a diversity audit. Each also completed a review questionnaire providing their views on the operation of the board and their aspirations for the future. To offer an independent external dimension to the review Halpin Partnership were engaged to facilitate a trustee workshop and to provide an independent report.

The Halpin report (delivered December 2020) based on the trustee workshop provided valuable recommendations which were consistent with the thoughts of the trustees based on their own survey and their own discussions. The report highlighted that documentation and evidence of good practice was not always comprehensive or up to date and would benefit from being reviewed and refreshed. In terms of moving forward as an organisation it recommended an enhanced role for the membership. The board whole heartedly accepted the reports recommendations and MFC was tasked with developing an appropriate action plan to take forward the recommendations. Amongst the key developments are the establishment of a Council of Members (a formalisation of the existing PACTS members meetings), the creation of the new role of president, a separate chair of the board, agreed terms of office for trustees, terms of reference for all position holders, annual reviews, comprehensive documentation and endorsement of the Nolan principles and other ethical and behavioural standards.

In developing the systems, procedures and processes the trustees recognised both the need to adopt good practice and for the governance arrangements to be proportionate to the size and resources of the organisation. They believe that this has been achieved by this exercise which has delivered a Governance Framework

that is robust but light touch and helpful to the delivery of the charity's objectives.

The documentation, including a Governance Framework and Action Plan, have been completed and approved by the board and will be presented to the Annual Meeting in July 2021.

The charity has a wholly owned subsidiary, PACTS (Training and Education) Limited which was originally formed to conduct the trading operations effected on behalf of the charity. During a previous year, the trustees reaffirmed the decision to take advantage of changes in the rules governing the total income of such subsidiaries and consolidated all financial activities within the accounts of the charity. PACTS (Training & Education) Limited has therefore not traded in the current year or for many preceding years. Trustees have considered whether it would be sensible to close PACTS (Training & Education) Limited. However, they decided to retain it in case of future needs and opportunities.

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THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Staffing and capacity

There were significant staff changes in 2020/21. The two full-time Policy & Research Officers (Evan Webster and Frank Norbury) left towards the end of the year and a part-time Communications Officer (Santiago Luis, 2 days per week) was recruited in November 2020. David Davies, Executive Director, and Joanne Mackel (Office & Events Manager, 4 days per week) served throughout the year. Business continuity was maintained. A Senior Research and Policy Officer, Margaret Winchcomb, was appointed in May 2021.

The trustees previously appointed the People's Pension Company Ltd as the pension provider for the PACTS workplace pension scheme. All employees are automatically enrolled and nearly all have chosen to remain in the scheme. Workplace Pensions Ltd manage the scheme for PACTS and ensure PACTS is compliant with legal requirements. The PACTS employer pension contribution for all staff is 10%. Staff are encouraged to make additional, employee contributions and some do.

Bookkeeping services continue to be provided by Michael Ray and IT support by Anthony Cluer. Payroll services were provided by Superior Payroll Services Ltd. The trustees and Executive Director are pleased with all the services provided.

The trustees are grateful to all these organisations and individuals who help PACTS to deliver its objectives and services.

RISK MANAGEMENT

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. The Risk Register is now updated and reviewed at each Management and Finance Committee meeting. A specific focus for the year were risks arising from Covid. The trustees identified these as principally financial, business continuity, and health (staff and others interacting with PACTS). All were successfully managed.

The trustees are satisfied that the remit given to the Management and Finance Committee enables potential risks to be monitored, reports to be produced and steps taken during the year to lessen the impact of any risks that may emerge during the course of the year. One mechanism by which this is discharged is the 'ABCD' Report (Achievements, Benefits, Challenges and Dilemmas) from the

Executive Director to trustees, provided at least six times a year, at meetings of the board and the Management and Finance Committee. These highlight any concerns which are then discussed and acted upon where necessary. Minutes of the Trustees' Meetings have action logs to summarise and track actions, including risk mitigation.

The trustees remain of the opinion that the major sources of risk to the charity are the uncertainty of the income streams, although these have proved reasonably stable (in aggregate) over the past few years. The annual additions to reserves in the years since 2013 are steps in the right direction. Changes in personnel with accompanying loss of knowledge is also a significant risk. This would risk impacting the charity's capacity to deliver its programme of research and events. This has been mitigated by a deliberate management strategy to share roles and skills within the team. The trustees also approved the appointment of a Senior Research & Policy Officer to improve staff retention. Trustees, working party chairs, advisors and co-opted committee members also contribute greatly to the substantive work of the charity.

In January 2019, PACTS relocated to Buckingham Court on a three-year lease, ending November 2021. Trustees, staff and PACTS members are very pleased with the offices which have significant benefits at similar costs to Clutha House. The landlord has now indicated, however, that an extension is unlikely. The trustees will explore options for office premises towards the end of the year.

The trustees themselves have assisted the Executive Director with a number of management tasks including fundraising, HR, business planning, marketing and communications. This also builds capacity and resilience in the organisation.

(10)

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO: 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

As a result of the upgrade to PACTS IT systems in early 2019, PACTS staff have been able to work remotely and efficiently during the Covid-19 pandemic and lockdown. Risks to staff are thus minimised. Options for hybrid events (combining physical and virtual attendance) are being developed. A substantial proportion of 2021/22 budget income is secure and trustees are committed to a full programme of activity, adapted where necessary to meet Covid-19 safety requirements.

The Management and Finance Committee, with the staff and PACTS bookkeeper, has reviewed internal financial controls. Some procedures have been formalised. They are satisfied that controls are fit for purpose.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of PACTS for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the charity's SORP (FRS102);
- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information including on the charity company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

The trustees intend to reappoint the existing independent examiner to undertake the independent examination of the company for the following year.

This report has been prepared in accordance with the provisions applicable to the small company exemption.

This report was approved by the board on 8 July 2021 and signed on its behalf by the Chairman.



.....
Barry Sheerman,
Director and Trustee

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES****THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 12 to 21.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company 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 your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

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

Alison Sargent FCA
Sargent & Co
Chartered Accountants & Registered Auditors
219 Croydon Road
Caterham
Surrey
CR3 6PH

Date: 08 July 2021

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**STATEMENT OF FINANCIAL ACTIVITIES****(INCLUDING INCOME AND EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 MARCH 2021**

<u>Funds</u>		<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total</u>
<u>Income</u>	<u>Notes</u>	<u>Funds</u> £	<u>Funds</u> £	<u>2021</u> £	<u>2020</u> £
Donations and Research Grants	2	24,996	123,800	148,796	129,270
<i>Income from Charitable Activities:</i>					
Subscriptions		119,742	-	119,742	116,040
Conferences and Miscellaneous			20,000	-	20,000
11,123					
<i>Income from Trading Activities:</i>					
Sponsors and fees:		16,000	-	16,000	15,500
Interest Receivable		<u>558</u>	<u>-</u>	<u>558</u>	<u>1,825</u>
<u>Total income</u>		<u>181,296</u>	<u>123,800</u>	<u>305,096</u>	<u>273,758</u>
<u>Expenditure</u>					
<i>Cost of raising funds:</i>					
Promotion and Publicity	4	2,445	-	2,445	4,134
<i>Expenditure on Charitable Activities:</i>					
Charitable Activities	3	<u>146,340</u>	<u>143,800</u>	<u>290,140</u>	<u>251,894</u>
<u>Total expenditure</u>	6	<u>148,785</u>	<u>143,800</u>	<u>292,585</u>	<u>256,028</u>
<u>Net income/(expenditure)</u>					
<u>for the year</u>	7	32,511	(20,000)	12,511	17,730
Funds transferred	14	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds					
for the year		32,511	(20,000)	12,511	17,730
Total funds brought forward		<u>57,195</u>	<u>20,750</u>	<u>77,945</u>	<u>60,215</u>
<u>Total funds carried forward</u>		<u>89,706</u>	<u>750</u>	<u>90,456</u>	<u>77,945</u>

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

All income and expenditure derive from continuing activities.

The notes on pages 14 to 21 form part of these accounts.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**COMPANY NO. 2366377****BALANCE SHEET AS AT 31 MARCH 2021**

	<u>Note</u>	<u>2021</u>	<u>2020</u>
		£	£
<u>FIXED ASSETS</u>			
Tangible Assets	10	4,700	1,124
Investment in subsidiary company	11	<u>2</u>	<u>2</u>
		4,072	1,126
<u>CURRENT ASSETS</u>			
Debtors	12	28,991	80,469
Cash at Bank and in hand	13	<u>221,858</u>	<u>236,278</u>
		250,849	316,747
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>	14	<u>(165,095)</u>	<u>(239,928)</u>
<u>NET CURRENT ASSETS</u>		<u>85,754</u>	<u>76,819</u>
<u>NET ASSETS</u>		<u>90,456</u>	<u>77,945</u>
<u>FUNDS</u>			
Restricted Funds	15	750	20,750
Unrestricted Funds	15	<u>89,706</u>	<u>57,195</u>
<u>MEMBERS FUNDS</u>		<u>90,456</u>	<u>77,945</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company, under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2021. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at the 31 March 2021 and of its surplus for the year then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the Board 08 July 2021 and signed on its behalf.

.....
Barry Sheerman
Director and Trustee



The notes on pages 14 to 21 form part of these accounts.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31
MARCH 2021****1. ACCOUNTING POLICIES****(a) Basis of Preparation of Financial Statements**

The financial statements have been prepared in accordance with 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 (FRS102)(effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The financial statements are prepared under the historical cost convention and on a going concern basis, as no material uncertainties exist and future funding is sufficient at the present time. The financial statements are presented in sterling which is the functional currency of the charity.

PACTS meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

(b) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income has been met, it is probable that the income will be received and the amount can be measured reliably.

The income of the company is made up of annual and other members' subscriptions, government and other grants, donations, fees for conferences and research contracts, sponsorship and sales (net of Value Added Tax).

Income is accounted for on an accruals basis except for voluntary donations and other subscriptions which are accounted for when received, and grants to fund a particular activity which are accounted for to ensure that the income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(c) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations and research grants which the donor has specified are to be solely used for a particular area of the charity's work or for specific research projects being undertaken by the charity.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)****(e) Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by the staff on these activities.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis.

Office Equipment	20% straight line basis
Computer Equipment	33 ¹ / ₃ % straight line basis
Furniture	10% straight line basis

(g) Pension Scheme

The company operates a scheme to contribute a defined amount to individual employees' pension schemes and the pension charge represents the amounts payable by the company to the various funds in respect of the year.

(h) Promotion and Publicity Costs

Promotion and publicity costs comprise amounts incurred in raising the profile of the charity and inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and sponsorship and the costs incurred in ensuring that the work of the charity is recognised by members of both Houses of Parliament and others.

(i) Expenditure on Governance of the Charity

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity such as the costs of the Independent Examiners Report as well as costs of any strategic planning for the future.

(j) Debtors

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly lucrative assets with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)****(l) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Operating Leases

The charity classifies the rental of the premises from which it carries out its activity as an operating lease.

Rentals payable under operating lease is charged to the Statement of Financial Activities as incurred over the term of the lease.

2.	<u>VOLUNTARY INCOME</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2021 Total</u>	<u>2020 Total</u>
	Donations	24,996	-	24,996	5,050
	Grants	-	123,800	123,800	124,220
		<u>24,996</u>	<u>123,800</u>	<u>148,796</u>	<u>129,270</u>

Grants in 2019-20 included £124,220 Restricted Funds.

Grants include those received from government amounting to £79,800 (2020 - £88,720). See note 15 for details.

3.	<u>CHARITABLE ACTIVITIES EXPENDITURE</u>	<u>2021</u>	<u>2020</u>
	Conference expenses	9,177	10,247
	Project Expenditure (including staff costs)	145,622	110,161
	Premises and Office costs	37,192	37,372
	Staff costs - unrestricted activities	92,710	89,676
	Governance costs (see note 5)	<u>5,439</u>	<u>4,438</u>
		<u>290,140</u>	<u>251,894</u>
4.	<u>PROMOTION AND PUBLICITY</u>		
	Advertising and Printing	1,092	2,801
	Staff Costs	<u>1,353</u>	<u>1,333</u>
		<u>2,445</u>	<u>4,134</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)**

5.	<u>GOVERNANCE</u>		<u>2021</u>	<u>2020</u>
	Staff Costs		1,353	1,333
	Independent Examiners fees		2,750	2,950
	Professional fees		1,200	-
	General Overheads		<u>136</u>	<u>155</u>
			<u>5,439</u>	<u>4,438</u>
6.	<u>TOTAL RESOURCES EXPENDED</u>			
		<u>Staff</u>	<u>Other</u>	<u>Total</u>
		<u>Costs</u>	<u>Costs</u>	<u>2021</u>
		<u>Depreciation</u>		<u>2020</u>
	Charitable activities expenditure	92,710	2,083	46,108
	137,736			140,901
	Restricted charitable activities expenditure	59,201	-	84,599
	109,720			143,800
	Promotion and publicity	1,353	-	1,092
				2,445
	Governance	<u>1,353</u>	<u>-</u>	<u>4,086</u>
				<u>5,439</u>
4,438				
		<u>154,617</u>	<u>2,083</u>	<u>135,885</u>
	<u>256,028</u>			<u>292,585</u>
7.	<u>NET INCOMING RESOURCES</u>		<u>2021</u>	<u>2020</u>
	The net incoming resources is stated after charging:-			
	Depreciation of Tangible Fixed Assets owned by the Charity		2,083	775
	Operating Lease - rent		<u>15,946</u>	<u>15,945</u>
8.	<u>STAFF COSTS</u>		<u>2021</u>	<u>2020</u>
	Salaries		134,902	134,108
	Social Security costs		6,575	7,833
	Pension costs		<u>13,140</u>	<u>13,411</u>
			<u>154,617</u>	<u>155,352</u>
	Average numbers employed in the year in charitable work		4	4

All the staff spend a certain amount of time on fund raising and governance work. No employee had benefits (excluding employer pension costs) in excess of £60,000 (2020 - None). PACTS considers its key management personnel comprise the trustees and the Executive Director. The total employment benefits including employer pension

contributions of the key management personnel were £64,466 (2020 - £63,223).

The trustees received no remuneration in respect of their duties as trustees. No expenses were reimbursed to trustees in 2020/21 (2020 - 3 trustees were reimbursed travel expenses of £924).

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)**9. TAXATION

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10. TANGIBLE FIXED ASSETS

	<u>Web Development</u>	<u>Office Equipment etc</u>	<u>Total</u>
<u>Cost or valuation</u>			
At 1 April 2020	-	8,204	8,204
Additions	4,729	930	5,659
Disposals	— -	— -	— -
<u>At 31 March 2021</u>	<u>4,729</u>	<u>9,134</u>	<u>13,863</u>
<u>Depreciation</u>			
At 1 April 2020	-	7,080	7,080
Charge for year	1,182	901	2,083
Disposals	— -	— -	— -
<u>At 31 March 2021</u>	<u>1,182</u>	<u>7,981</u>	<u>9,163</u>
<u>Net Book Value</u>			
At 31 March 2021	<u>3,547</u>	<u>1,153</u>	<u>4,700</u>
At 31 March 2020	— -	<u>1,124</u>	<u>1,124</u>

11. FIXED ASSETS - INVESTMENT IN SUBSIDIARY COMPANY

The Parliamentary Advisory Council for Transport Safety owns the whole of the issued share capital of PACTS (Training & Education) Limited, a company incorporated in England and Wales under company number 03541795. PACTS (Training & Education) Limited did not trade throughout the year ended 31 March 2021 or the previous year. The aggregate capital and reserves at 31 March 2021 was £2 (2019 - £2).

12. DEBTORS

Due within one year:	<u>2021</u>	<u>2020</u>
Prepayments and accrued income	4,154	2,441
Other debtors	<u>24,837</u>	<u>78,028</u>

28,991

80,469

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)**13. CASH AT BANK

The cash at bank includes monies held in respect of the MEBTI winners fund as shown in note 14 below.

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2021</u>	<u>2020</u>
Taxation and Social Security	4,215	3,019
Amounts owed to subsidiary undertaking	2	2
Deferred income - subscriptions	18,847	855
MEBTI Winners' fund	105,000	210,000
Other creditors and accruals	<u>37,031</u>	<u>25,052</u>
	<u>165,095</u>	<u>239,928</u>

Deferred income relates to subscriptions invoiced in respect of the following year.

15. FUNDS

	<u>Balance</u> <u>31.03.20</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31.03.21</u>
Unrestricted Funds:	<u>57,195</u>	<u>181,296</u>	<u>148,785</u>	<u>—</u>	<u>89,706</u>
Restricted Funds:					
MEBTI	1,750	-	1,000	-	750
Drink Drive	10,000	-	10,000	-	-
Road Danger Statistics	9,000	-	9,000	-	-
Drug Drive	-	20,000	20,000	-	-
Urban Speed Limits	-	44,000	44,000	-	-
Alcolocks	-	35,800	35,800	-	-
SWIPE	<u>-</u>	<u>24,000</u>	<u>24,000</u>	<u>—</u>	<u>—</u>
Total Restricted	<u>20,750</u>	<u>123,800</u>	<u>143,800</u>	<u>—</u>	<u>750</u>
Total funds	<u>77,945</u>	<u>305,096</u>	<u>292,585</u>	<u>—</u>	<u>90,456</u>

The restricted funds listed above have received grants from DfT, Road Safety Trust and FIT to enable the charity to carry out its research projects. The grants received from DfT in 2020/21 amounted to £79,800, relating to three research projects (SWIPE, drug driving and alcolocks). Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2021/22.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)**15. FUNDS (contd)

<u>FUNDS – prior year</u>	<u>Balance</u> <u>31.03.19</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31.03.20</u>
Unrestricted Funds:	<u>53,965</u>	<u>149,538</u>	<u>146,308</u>	<u>-</u>	<u>57,195</u>
Restricted Funds:					
MEBTI	6,250	-	4,500	-	1,750
Drink Drive	-	49,720	39,720	-	10,000
Roads Policing	-	15,500	15,500	-	-
Road Danger Statistics	-	10,000	1,000	-	9,000
Drug Drive	-	19,000	19,000	-	-
Urban Speed Limits	-	10,000	10,000	-	-
Alcolocks	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>-</u>	<u>-</u>
Total Restricted	<u>6,250</u>	<u>124,220</u>	<u>109,720</u>	<u>-</u>	<u>20,750</u>
Total funds	<u>60,215</u>	<u>273,758</u>	<u>256,028</u>	<u>-</u>	<u>77,945</u>

The restricted funds listed above have received grants from DfT, Road Safety Trust and FIT to enable the charity to carry out its research projects. The grants from DfT in 2019/20 amounted to £88,720, relating to three research projects (drink driving, drug driving and alcolocks). These projects are required to report in late 2020. Restricted funds also include the balance of a DfT grant received in a previous year for the MEBTI project which will continue in 2020/21.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total 2021</u>
Fixed assets	4,702	-	4,702
Cash at bank	216,467	5,391	221,858
Other net current assets/(liabilities)	<u>(131,463)</u>	<u>(4,641)</u>	<u>(136,104)</u>
	<u>89,706</u>	<u>750</u>	<u>90,456</u>

17. LEGAL STATUS OF THE CHARITY

The Parliamentary Advisory Council for Transport Safety is a private company, incorporated in England and Wales, limited by guarantee and has no share capital. Each guarantor has agreed to contribute up to £10 in the event of the winding up of the company. The registered office is Suite G2, Buckingham Court, 78 Buckingham Gate, London SW1E 6PE.

18. PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual employees' Pension Schemes. The assets of the funds are held separately from those of the company in independently administered funds. At the balance sheet date there were unpaid contributions of £2,956 (2020 - £3,364). This was paid immediately after the year end.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Contd)****19. OPERATING LEASE COMMITMENTS**

At 31 March 2021 the charity had the following annual commitments under non cancellable operating leases as follows:-

	<u>Land and Buildings</u>	
	<u>2021</u>	<u>2020</u>
Operating leases which expire:		
Within one year	2,657	-
Within two and five years	<u>-</u>	<u>18,604</u>
The charge for the year for the above Lease was		15,946
	15,946	

20. RELATED PARTY TRANSACTIONS

Payments totalling £23,020 (including VAT) (2020: £1,246) including £8,820 owed at the year-end (2020: nil), were made to Agilysis Ltd for specialist services in connection with road safety statistics and IT support for on-line conferences, of which Mr DRJ Campsall, a trustee of PACTS, is a shareholder and Chairman.

A payment of £Nil (2020 - £750) was made to PACTS Trustee, N Starling, in respect of his work on the MEBTI project.