

Charity Registration No. 1144296

Company Registration No. 07635486 (England and Wales)

INSIUK

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Amy Selwyn	
	Andrew Roy	(Appointed 19 May 2020)
	Antonio Zappulla	
	Caroline Drees	(Appointed 5 March 2021)
	Cilla Benko	
	Deborah Rayner	
	Elizabeth Spillar	(Appointed 19 May 2020)
	Jan Thompson	
	Jonathan Williams	
	Marcelo Moreira	
	Michael Christie	
	Michael Herrod	
	Neil Ashton	
	Noriko Kudo	
	Richard Tait	
	Robin Elias	
	Salim Amin	
	Thomas Evans	
	Timothy John Singleton	(Appointed 8 December 2020)
Charity number	1144296	
Company number	07635486	
Registered office	Thomson Reuters 5 Canada Square Floor 8 London E14 5AQ United Kingdom	
Independent examiner	Andrew Rich c/o HW Fisher LLP Chartered Accountants Acre House 11-15 William Road London NW1 3ER	
Bankers	Barclays Bank Plc 27 Soho Square London W1D 3QR	

INSIUK

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and accounts for the year ended 31 March 2021.

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

Structure, governance and management

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

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

Richard Graham Tait	
Caroline Drees	(Appointed 05 March 2021)
Salim Mohamed Amin	
Michael William Christie	
Marcelo Do Nascimento Moreira	
Jonathan Munro	(Resigned 19 May 2020)
Amy Selwyn	
Timothy John Singleton	(Appointed 08 December 2020)
Jonnathan Simon Williams	
Thomas Evans	
Deborah Rayner	
Neil Ashton	
Cilla Benko	
Michael John Herrod	
Noriko Kudo	
Jan Thompson	
Sally Ann Buzbee	(Resigned 31 May 2021)
Robin Pieter Elias	
Antonio Zappula	
Andrew Rob Roy	(Appointed 19 May 2020)
Elizabeth Claire Spillar	(Appointed 19 May 2020)

The Charity's governing document is its Articles of Association which defines the Charity's objectives and sets out the role of the Board of INSIUK to ensure that these objectives are achieved by INSIUK's staff, supervise its management and finances and more generally work to promote the cause of journalist safety.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

INSIUK will recruit by either identifying individuals known to them or by giving due consideration to nominations and recommendations. Once identified as a potential Trustee, the candidate will be invited to an interview which will be conducted by one or more of the existing Trustees to identify the applicant's suitability to act as a Trustee for the Charity. Details of the interview will be submitted to all existing Trustees who should unanimously agree upon the appointment of an applicant in order for it to proceed. The successful applicant will be given a detailed explanation of the Charity's aims and objectives which they will be required to accept and support in addition to the tenets of faith which are fundamental to the Charity. Should the applicant accept the above, their appointment will be confirmed in writing and the necessary searches made of Companies House will take place to ensure their suitability which will then be followed by the completion of appropriate legal documentation for their registration.

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

FOR THE YEAR ENDED 31 MARCH 2021

INSI UK has staff to manage its day to day administrative requirements in the UK. The staff report regularly to the Trustees and interface with the accountancy firm and lawyers appointed to act on INSIUK's behalf.

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

Risk management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to manage exposure to the major risks.

Objectives and activities

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

Public Benefit

The charity's main activities undertaken to further its purposes are for the public benefit – the protection of journalists from physical and psychological harm to allow them to report freely is a key factor in ensuring and promoting Freedom of Expression – an important public right as defined in Article 11 of the European Convention on Human Rights. The trustees have given regard to the Charity Commission's guidance on public benefit.

The trustees have considered this matter and concluded:

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

Achievements and performance

In the last year, INSIUK has held its regular meetings on journalists' safety online, rather than in person, for its members in the news media. The charity has organised webinars and Q&A sessions, facilitated confidential information exchanges about a variety of global events and published safety advisories. The charity has also engaged in a project to tackle online harassment of journalists with Tech companies Facebook and Google. Since the very beginning of the pandemic, the charity has organised online medical briefings, members' online meetings, webinars and briefings with experts to address key areas of concern for news organisations and journalists around the world. Our members tell us they find these meetings extremely valuable for keeping their journalists safe, sharing good practices and providing networking opportunities.

Financial review

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

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to around one year of expenditure. The unrestricted funds of the charity as at 31 March 2021 amounted to £251,880 (2020 : £222,479).

The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

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

FOR THE YEAR ENDED 31 MARCH 2021


Covid-19

The trustees have considered the effect of the ongoing Covid-19 pandemic. The trustees consider that it is unlikely to cause significant disruption to the charity's activities and are confident that the charity can continue as a going concern for a period of at least 12 months from the date of approval of these financial statements. The trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future.

Plans for the future

Throughout the coming year it will be the charity's intention to ensure it expands its provision of services globally. Furthermore the Trustees will pay careful consideration to both existing and new projects in the news safety field that could possibly be assisted with funds from the charity and that fall within the aims and objectives of the Charity.

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



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Neil Ashton

Trustee 22 Dec 2021

Dated:

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INSIUK

I report to the trustees on my examination of the financial statements of INSIUK (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

Andrew Rich

Andrew Rich
c/o HW Fisher LLP
Chartered Accountants
Acre House
11-15 William Road
London
NW1 3ER

22 Dec 2021

Dated:

INSIUK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income from:</u>			
Donations and legacies	3	221,422	183,933
Charitable activities	5	69,086	23,943
Investments	4	12	31
		<hr/>	<hr/>
Total income		290,520	207,907
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	6	261,119	164,066
		<hr/>	<hr/>
Net income for the year/ Net movement in funds		29,401	43,841
		<hr/>	<hr/>
Fund balances at 1 April 2020		222,479	178,638
		<hr/>	<hr/>
Fund balances at 31 March 2021		251,880	222,479
		<hr/> <hr/>	<hr/> <hr/>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

INSIUK

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	10	9,445		-	
Cash at bank and in hand		262,610		307,028	
		<u>272,055</u>		<u>307,028</u>	
Creditors: amounts falling due within one year	11	<u>(20,175)</u>		<u>(84,549)</u>	
Net current assets			251,880		222,479
Income funds					
Unrestricted funds			251,880		222,479
			<u>251,880</u>		<u>222,479</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

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

22 Dec 2021

The financial statements were approved by the Trustees on



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Neil Ashton

Trustee

Company Registration No. 07635486

INSIUK

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

		2021		2020	
	Notes	£	£	£	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	13		(44,430)		118,101
Investing activities					
Interest received		12		31	
Net cash generated from investing activities			12		31
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(44,418)		118,132
Cash and cash equivalents at beginning of year			307,028		188,896
Cash and cash equivalents at end of year			262,610		307,028

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Company information

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

1.1 Accounting convention

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

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

The trustees have considered the effect of the prolonged Covid-19 outbreak. The trustees consider that the outbreak is unlikely to cause significant disruption to the charity's activities and are confident that the charity can continue as a going concern for a period of at least 12 months from the date of approval of these financial statements. The trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future.

1.3 Charitable funds

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

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Book sales and website advertisement are measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

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

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

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

1.6 Financial instruments

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

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Trustees do not consider there to be any estimates or judgements that are critical to the financial statements.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	221,422	183,933

4 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	12	31

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Charitable activities

	Website advertisement income	Project income	Unrestricted funds total	Book sales	Website advertisement income	Project income	Unrestricted funds total
	2021	2021	2021	2020	2020	2020	2020
	£	£	£	£	£	£	£
Sales within charitable activities	400	68,686	69,086	11	400	23,532	23,943
	<u>400</u>	<u>68,686</u>	<u>69,086</u>	<u>11</u>	<u>400</u>	<u>23,532</u>	<u>23,943</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

6 Charitable activities

	Safety awareness 2021 £	Safety awareness 2020 £
Staff costs	92,831	11,750
Consultancy	118,370	121,980
Travel	782	15,106
Safety training course	30	30
Foreign exchange difference	8,108	(4,046)
	<u>220,121</u>	<u>144,820</u>
Share of support costs (see note 7)	32,374	13,326
Share of governance costs (see note 7)	8,624	5,920
	<u>261,119</u>	<u>164,066</u>

7 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Website	28,412	-	28,412	6,798	-	6,798
Sundry	-	-	-	1,286	-	1,286
Bank charges	874	-	874	420	-	420
Insurance	1,088	-	1,088	2,822	-	2,822
Rent	2,000	-	2,000	2,000	-	2,000
Accountancy	-	7,877	7,877	-	5,920	5,920
Legal and professional	-	747	747	-	-	-
	<u>32,374</u>	<u>8,624</u>	<u>40,998</u>	<u>13,326</u>	<u>5,920</u>	<u>19,246</u>
Analysed between						
Charitable activities	<u>32,374</u>	<u>8,624</u>	<u>40,998</u>	<u>13,326</u>	<u>5,920</u>	<u>19,246</u>

Accountancy includes payments to the independent examiner of £5,640 (2020: £5,100) for independent examination fee and £2,237 (2020: £820) for other services.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year (2020 : NIL). One of the trustees was reimbursed expenses of £307 (2020: nil) during the year.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

9 Employees

Number of employees

The average monthly number of employees during the year was:

2021	2020
Number	Number
1	1
<u>1</u>	<u>1</u>

Employment costs

	2021	2020
	£	£
Wages and salaries	85,000	10,332
Social security costs	6,518	644
Other pension costs	1,313	774
	<u>92,831</u>	<u>11,750</u>

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

	2021	2020
	Number	Number
£80,000 to £90,000	1	-
	<u>1</u>	<u>-</u>

10 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	9,445	-
	<u>9,445</u>	<u>-</u>

11 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	20,175	84,549
	<u>20,175</u>	<u>84,549</u>

Deferred income of £8,282 (2020 : £63,851), relates to project income relating to the next financial year being received in advance.

12 Related party transactions

There were no related party transaction during the year (2020: none).

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13	Cash generated from operations	2021	2020
		£	£
	Surplus for the year	29,401	43,841
	Adjustments for:		
	Investment income recognised in statement of financial activities	(12)	(31)
	Movements in working capital:		
	(Increase) in debtors	(9,445)	-
	(Decrease)/increase in creditors	(64,374)	74,291
	Cash (absorbed by)/generated from operations	(44,430)	118,101
