

**Report of the Trustees and  
Financial Statements  
for the Year Ended 31 December 2020  
for  
ROAD SAFETY FOUNDATION**

Haines Watts  
Chartered Accountants and Statutory Auditor  
178 Buckingham Avenue  
Slough  
Berkshire  
SL1 4RD

**ROAD SAFETY FOUNDATION**

**Contents of the Financial Statements  
for the year ended 31 December 2020**

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## ROAD SAFETY FOUNDATION

### Reference and Administrative Details for the year ended 31 December 2020

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<b>Trustees</b>	Lord J L Whitty Chairman Mr R K Turner Miss A J Overton-Wood Mr A S H Silverman Dr S M Sharland
<b>Company secretary</b>	Ms B A King
<b>Registered office</b>	60 Trafalgar Square London WC2N 5DS
<b>Registered company number</b>	02069723 (England and Wales)
<b>Registered charity number</b>	295573
<b>Auditors</b>	Haines Watts Chartered Accountants and Statutory Auditor 178 Buckingham Avenue Slough Berkshire SL1 4RD
<b>Bankers</b>	Barclays Bank Plc 8 Market Place Basingstoke RG21 7QA

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Road Safety Foundation (the company) for the ended 31 December 2020. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102.

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

#### Objectives and activities

##### Charitable objectives

The Road Safety Foundation was established to promote road safety for the benefit of the public and in particular by:

1. the carrying out or procuring (whether by way of financial assistance or otherwise) the research into all factors affecting the safe use by all members of the community of public roads and the publication of the useful results of such research;
2. the promotion of the circulation throughout the community of advice, information and knowledge regarding the safe use of the public roads by all classes of users thereof;
3. to conceive, develop and implement whether alone or jointly with third parties ideas, programmes and course of action whether of an educational or other nature designed to or having as their objective the improvement of any aspect of road safety including (but not by way of limitation of the foregoing) the carrying out of any projects or programmes intended to educate young children or others in the safe use of the public roads.

In setting objectives and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit including the guidance on public benefit and fee charging. In seeking grants and other voluntary income to support our ongoing work the trustees consider the accessibility of its work to those organisations that seek to further the public benefit in relation to road safety.

#### The Charity's Goals for the Second United Nations Decade of Action for Road Safety 2020-2030

The Foundation's mission is to help make road travel as safe as rail and air on Britain's roads and beyond.

The United Nations has declared 2020-2030 the second Decade of Action for Road Safety, in support of the Sustainable Development Goal to halve road deaths by 2030 from a 2020 baseline. The World Health Organisation has set formal global road safety performance targets, the ones relating to road infrastructure embrace the iRAP Star Rating of new and existing roads which forms a large part of the charity's work. The charity's work is in support of the Decade of Action and Sustainable Development Goal and focuses on Safe System interventions and research.

Shared responsibility and strong collaboration are critical to effective road trauma reduction, and partnerships with corporates, other charities and NGOs, and national and local governments are essential to making the Foundation's work count in saving lives. International collaboration is central to securing, maintaining and applying world class technologies - and transferring knowledge to low and middle-income countries with acute road casualty problems. As new technologies and approaches are adopted, training to enable their effective deployment becomes important.

With central and local government and others adopting many of the charity's important policy strands, the balance of the work of the charity is changing to be more focused on implementation and capacity building. However, advocacy remains an important component of the charity's work to ensure proactive risk reduction and road safety investment become ubiquitous.

The charity aims to help reduce road trauma through the adoption of Safe Systems by:

1. Identifying investment packages likely to give high returns and analysing the safety performance of roads over time.
2. Providing the approach, tools and training necessary to support road authorities in taking a proactive approach to road risk reduction.
3. Undertaking research to progress knowledge and policy.

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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#### 2020 Programme

In 2020, the Foundation completed a thriving portfolio of projects and workstreams including the completion of our annual Crash Risk Mapping work tracking progress on motorways and A roads in Great Britain, supporting national and local road authorities in applying the iRAP approach, completing research and innovation projects and building capacity of professionals to deliver to the Safe System.

#### British EuroRAP Results 2020

The on-line launch of the British EuroRAP results took place on the 17th September 2020. The event was a huge success with pre-recorded addresses from the Secretary of State for Transport - Rt Hon Grant Shapps MP, the chair of the Transport Select Committee - Huw Merriman MP, and a unique interview with Eddie Izzard. Warm endorsement of RSF's work was received from both Secretary of State and Huw Merriman. Ant Middle, CEO of Ageas Insurance, gave a well-received address indicative of our mature collaboration.

The report, "Looking Back, Moving Forward", can be viewed here:

<https://roadsafetyfoundation.org/project/looking-back-moving-forward/>. The report reviewed performance across the EuroRAP network over the last 20 years and tracked performance of the United Kingdom compared with other European countries. The report also describes the safety performance of each tier of road network in each of the countries of Great Britain and highlights the investment opportunity to address the 10% of each network with the best potential investment returns. An interactive data portal can be accessed here: <http://rsfmaps.agilysis.co.uk/>

The event, attended by over 200 people, can be viewed on the RSF YouTube channel: [https://www.youtube.com/channel/UChx0DsnxiHaWPPpepGbR\\_BQ?view\\_as=subscriber](https://www.youtube.com/channel/UChx0DsnxiHaWPPpepGbR_BQ?view_as=subscriber). The launch of the results was followed by an interactive webinar with presentations from key RSF partners including Kent County Council on their Major Road Network project, The Floow on using their telematics data to inform road assessments, Arup on star rating for designs, and finally Transport for Greater Manchester about their walking and cycling programme.

#### Strategic Roads

##### Highways England

The charity's work with Highways England continued to progress well during 2020. Highways England's aim is to reduce the number of those killed or seriously injured when travelling on the SRN to zero by 2040. In the Road Investment Strategy 2 (RIS 2): 2020-2025 the company outlines a £27.4bn investment to make sure the road network is safe, reliable and efficient for everyone.

Highways England is looking at developing a future iRAP-based Performance Indicator. Highways England also has the desire to embed the use of the iRAP data and modelling approach in practice throughout the organisation.

##### Office of Rail and Road (ORR)

RSF undertook a review for ORR of how Highways England prioritises its road safety investment and this was published in July 2020. The work considered how Highways England prioritises investments to improve safety outcomes on the strategic road network (SRN) to ensure that it delivers the maximum benefit for road users. Work was carried out over three months and involved a broad scan of policies and processes aided by contributions from interviews with a range of individuals and organisations. Formal interviews of around 35 Highways England personnel, partners and stakeholders were undertaken and scores of documents were reviewed.

A number of findings and recommendations were provided to ORR including the need to prioritise funding along the SRN to focus on areas with high trauma costs; urgent work should begin now in generating the third Roads Investment Strategy portfolio with a high return safety investment and that a 'Safer Roads Task Force' should be set up.

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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#### Welsh Government

RSF worked with the Welsh Government to undertake an iRAP Star Rating on the A40 from Abergavenny to St Clears. The project included a training element involving 21 people.

#### **Local Roads**

Following on from RSF's support of DfT's Safer Roads Fund in 2017 and 2018, RSF has continued to advocate for greater investment on high-risk local authority roads. The Safer Roads Fund report published by RSF indicated that the £100 million should prevent 1,450 fatal and serious injuries over the next 20 years and had an overall Benefit Cost Ratio of 4.4. This work demonstrated that safety remedial schemes are at least as competitive in economic terms as other major transport investment (for example bypasses or rail projects).

Following on from this work RSF has undertaken dozens of projects for local authorities. In 2020 the Foundation supported Solihull Metropolitan Borough Council, Staffordshire County Council, Warwickshire County Council, Birmingham City Council and Norfolk County Council in applying the iRAP approach.

We continue to scope out investment packages for the Major Roads Network (MRN). The MRN is a network of roads managed by local authorities which complements Highway's England's network and importantly it will also be part funded in future from ringfenced Vehicle Excise Duty. The current challenge is that safety has not been given priority in plans for the MRN, with the focus being on economic development via major projects. RSF has been helping Kent County Council to scope the potential investment in safety remedial measures on their MRN.

In October 2020, RSF commenced a project for DfT to undertake a review of roads around 10 RAF bases in England with US Visiting Forces.

#### **Research and Other Themes**

##### Road Safety Trust - Urban Road Safety

This three-year project started in February 2020 and is funded by the Road Safety Trust under a grant "Enhancing iRAP Investment Plans for Vulnerable Road Users". The project aims to enhance iRAP investment plans for vulnerable road users (pedestrians and cyclists primarily).

##### Younger Drivers

A piece of work funded by the AA looking into younger drivers on rural roads was commissioned and concluded in September 2020. This project provided a dashboard created by Agilysis and a report written by RSF.

##### Older Drivers

The Foundation continues to run the Older Drivers Task Force. With support from DfT, the RSF will be reviewing the Older Drivers Task Force publication 'Supporting Safe Driving into Old Age'. The new report is expected to be released later in 2021.

##### TfWM

The RSF chairs the Transport for West Midlands Strategic Road Safety Group, giving us an extremely beneficial opportunity to work with a wide variety of road safety stakeholders in tackling road trauma in this region.

#### **Capacity Building**

Capacity building and training is an important component of all RSF projects where the iRAP methodology is applied and dozens of practitioners have been trained over the course of the year. Increasingly there is an appetite for capacity building in Star Rating for Designs, an approach that allows the application of the iRAP methodology to design stage schemes.

#### **Supporting Knowledge Transfer Overseas**

The Foundation has played an important role in supporting the EuroRAP project SLAIN in 2020, with an important piece of analysis looking at the safety performance of roads across the Trans European Road Network

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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An MoU between the European Investment Bank and, collectively, RSF/EuroRAP/iRAP was signed at the Ministerial meeting in Stockholm in February 2020. This collective agreement enables: Support for applications in Europe (EuroRAP's main field of activity), Analysis and strategy (RSF's key strength) and R&D and applications outside Europe (iRAP). In 2020 RSF supported an iRAP project in Romania.

#### Future plans

The Foundation plays a role valued by international partners. In turn, this role is also important for the charity's global know-how in UK applications. Work in partnership with other high performing countries and to support countries with high rates of death and serious injury will continue.

Specifically, the Foundation plans to seek to:

- Continue to advocate for greater investment in road safety engineering similar to the Safer Roads Fund through the annual risk mapping and performance tracking research programme.
- Continue to provide input into the iRAP tools and specifically to create a 'route review tool' that will benefit those aiming to refine and test different investment scenarios.
- Support Highways England in communicating the results of the 2020 survey, setting a new iRAP performance indicator, and embedding the use of the iRAP data and approach in practice.
- Undertake MRN surveys and advocate for some of the proposed investment on the MRN to be allocated to safety remedial schemes and for the same level of commitment to be made to safety performance management as has been evident for the Strategic Road Network.
- Continue to highlight the challenges of local authorities with their diminishing capacity and budget for road safety improvements, and advocate for different approaches to governance, strategy and execution.
- Continue to support local authorities in undertaking iRAP surveys and developing highly effective road safety remedial countermeasure programmes.
- Continue to develop relationships with consultant engineers to embed the Star Rating for Designs methodology.
- Build capacity amongst road authority personnel and their supply chain through training in Safe Systems and the iRAP approach.
- Continue to track and review progress with implementing recommendations of the Older Drivers Task Force and publishing a revised report.
- Support initiatives at European and global level where the charity's special skills can contribute effectively to developing policies to support large scale saving of road trauma.
- Develop the Safe Systems approach by encouraging early adoption of proven advanced vehicle safety systems, particularly autonomous emergency systems, and systems reliant on consistent and high-quality road marking and signing.
- Pilot the Star Rating for Schools approach for the first time in UK.

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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#### **Structure, governance and management**

##### a. Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 31 October 1986.

The company is constituted under a Memorandum of Association dated 31 October 1986 and is a registered charity number 295573.

##### b. Method of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

The minimum number of trustees shall be three save for circumstances where a charity (as defined by s1 of the Charities Act 2011) is appointed as a trustee, in which case it may serve as a sole trustee of the Foundation. There shall be no maximum number (unless otherwise determined by Ordinary Resolution).

##### c. Policies adopted for the induction and training of Trustees

Most trustees are already familiar with the practical work of the charity and familiar with the work of charities in general. New trustees are given briefings to provide personally tailored orientation to brief them as appropriate on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performances of the charity. The opportunity of the new trustee is generally taken to provide Council as a whole with presentations of overall progress with the charity's work. If needed, trustees would be encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

##### d. Organisational structure and decision making

The charity is governed by the Board of Trustees. The Board agrees and monitors the Forward Plan and approves all the charity's policies. The day to day running of the charity is delegated to the Executive overseen by a Management Committee.

Board meetings are held at least three times a year primarily to review financial reports, discuss issues of strategic direction, and programme priorities.

Trustees are sought for the Board specifically to add value to the charity. This is both in terms of creating a Board that is representative of the community that the charity serves and one that has all the skills and experience required to properly carry out the work of the charity.

When a potential trustee is identified, they are usually invited to attend a Board meeting in the capacity of observer. Once they and the Board of Trustees have gained a greater understanding of each other they are nominated for election to the position of trustee and elected by unanimous decision.

The charity is fortunate that it is able to attract committed individuals with great relevant experience in the field and in public life.

##### e. Related party relationships

Details of related party transactions are set out in note 11 of the notes to the financial statements.

##### f. Risk management

The key risks which RSF has identified and the steps being taken to minimise these risks are listed below:

- Volatility in funding and other financial risks. This risk is being managed through seeking diverse sources of income and not being reliant on one single source of funding.
- Poor project delivery. This risk is being managed by having strong project controls and a quality assurance process in place.
- Insufficient staff to undertake project delivery. This risk is being managed by having a pool of competent subcontractors and casual workers. We also benefit through a joint employment arrangement with iRAP.



## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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- Retention of key executive staff. This risk is being managed by having staff performance reviews and succession plans in place.
- IT security. This is being managed by having data backup and security procedures in place plus we undertake regular penetration testing.

To ensure that risks are identified, and appropriate control measures are put in place, the Board of Trustees has recently reviewed the major risks to which the Foundation is exposed and their potential impact. Actions have been taken or identified to mitigate them, and they will continue to be reviewed periodically.

The Trustees are responsible for the charity's systems of internal control and effectiveness. No system of internal control can provide absolute assurance against material misstatement or loss. However, the Charity's system is designed to provide the Board of Trustees with reasonable assurance that there are proper procedures in place, and that they are operating effectively.

The key elements of the internal control system are:

- Delegation: There is a clear organisational structure with a documented Delegation of Authority (DoA) in place which is reviewed and approved by the Board.
- Reporting: The Board of Trustees approves and reviews annual budgets and monitors actuals and forecast expenditure on a regular basis.
- Risk Management: The potential risks arising from the Charity's activities have been documented in a comprehensive risk register. This is reviewed and updated regularly and reviewed by Trustees at least once a year.

The risk management process follows three main requirements or sources of guidance: The Charity Governance Code, the Charity Commission's "Charity and Risk Management" (CC26) and the statement of Recommended practice "Accounting and Reporting by Charities."

The Charity has in place an anti-corruption and bribery policy which states that it is our policy to conduct all our activities in an open and honest manner. We take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our activities. We always aim to follow best practice and the provisions of the UK Bribery Act 2010 with all new staff undertaking training on this as part of their induction process. We also ensure that our subcontractors are aware of the provisions and agree to them as part of our standard contractual process. Refresher training is also provided to staff.

Another law which is significant to the Charity is the General Data Protection Regulation (GDPR). We keep an up-to-date list of processing activities and where appropriate will conduct a data processing impact assessment on new activities. We also provide regular staff refresher training on the GDPR.

To protect the Charity from fraud, we have several key controls in place which are:

- Segregation of duties for financial processes. This means ensuring that no one person is in control of all aspects of a charity's finances or a transaction.
- Records of all income and expenditure are kept, as well as receipts, invoices, or any supporting documents such as contracts or agreements.
- No special privileges for a member of staff or Trustee. Financial controls must not be overridden, by-passed, or ignored, whether by Trustees, staff or volunteers.
- Bank statements and other accounts are regularly reconciled by a person, with spot checks carried out on books and records.
- No cash transactions. We do not hold petty cash and all transactions are performed through secure electronic banking with reputable banks.
- There is a whistleblowing policy in place whereby staff can raise any concerns in a confidential and safe manner.

### **Financial and Resourcing Position**

#### **Funding**

The charity's long-term independence has been built on raising diverse funding and by ensuring its programme and fixed costs do not exceed its committed income or reserves.

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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The long-term support of Ageas UK has been central to the development and growth of the Foundation in recent years. This will come to an end after the 2021 EuroRAP Crash Risk Mapping project completes. While seeking to continue to work in close partnership with central and local government, Trustees continue to seek private sector funding to maintain diverse income.

#### Resourcing

The voluntary unpaid work of experienced Trustees and Council members is central to guiding and contributing to the programme. Its Trustee base continues to evolve to ensure skills in business management, fundraising, research and training. Given the significant profile that the Foundation now has, the charity is exploring the appetite for a broader base of committed support to underpin its work.

The joint employment agreement which the charity enjoys with iRAP and EuroRAP, together with the charity's network of self-employed professionals, allows the programme to expand and contract efficiently in response to demands.

#### Going Concern

During 2020, as a result of the COVID 19 pandemic, some of the planned projects for the year suffered delays largely due to the travel restrictions. However, the pandemic encouraged us to find innovative ways to deliver projects remotely which has resulted in savings in travel costs. In addition, many of the events that the Foundation hosts or participates in were affected either with cancellations or with events taking place via online platforms. The Foundation's staff continued to work from home during respective national lockdowns.

The financial statements have been prepared on a going concern basis. The trustees have reviewed and considered relevant information, including the annual budget and future cash flows in making their assessment. In particular, in response to the COVID-19 pandemic, the trustees have tested their cash flow analysis to consider the impact on their business of possible scenarios brought on by the impact of COVID-19, alongside the measures that they can take to mitigate the impact. Based on these assessments, given the measures that could be undertaken to mitigate the current adverse conditions, and the current resources available, the trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

#### Financial review

##### a. Reserves Policy

The Charity reviews the level of reserves each year. Reserves are held for three main reasons.

- To protect the continuity of the charity's work in the event of a shortfall in income.
- To provide the capital needed to finance the ongoing development and work of the charity.
- To provide funds to replace assets.

The Trustees have established that the general level of reserves that the Charity needs should be sufficient to cover at least twelve months of its forecasted "core" cost base at a value of £240,000.

##### b. Material Investments Policy

Under the memorandum and articles of association, the charity has the power to invest in any way the trustees wish.

The Foundation has adopted a low-risk approach to investing surplus cash by placing cash on deposit accounts at the bank.

##### c. Future Factors that may Affect Financial Performance

The Foundation's long-term partnership and support from Ageas Insurance has enabled the continuing annual publication of the EuroRAP Risk Mapping and Performance Tracking results, however this agreement will come to an end in 2021. However, we currently looking to work with other partners who will be prepared to support this important piece of work in the future.

#### Statement of trustees' responsibilities

The trustees (who are also the directors of Road Safety Foundation for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

## ROAD SAFETY FOUNDATION

### Report of the Trustees for the year ended 31 December 2020

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#### Statement of trustees' responsibilities - continued

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by order of the board of trustees on .....8/6/2021..... and signed on its behalf by:

.....  
Lord J L Whitty - Trustee

## Report of the Independent Auditors to the Members of Road Safety Foundation

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### Opinion

We have audited the financial statements of Road Safety Foundation (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

However, not all future events or conditions can be predicted. The COVID-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charitable company's trade, customers, suppliers and wider economy. The Trustees' view on the impact of COVID-19 is disclosed in the notes to the financial statements.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

## **Report of the Independent Auditors to the Members of Road Safety Foundation**

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### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.



## Report of the Independent Auditors to the Members of Road Safety Foundation

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### Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates, and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud. We discussed with the Trustees the policies and procedures in place regarding compliance with laws and regulations. We discussed amongst the audit team the identified laws and regulations, and remained alert to any indications of non-compliance.

During the audit we focussed on laws and regulations which could reasonably be expected to give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and UK tax legislation. Our tests included agreeing the financial statement disclosures to underlying supporting documentation and enquiries with management.

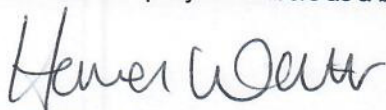
Our procedures in relation to fraud included but were not limited to: inquiries of management whether they have any knowledge of any actual, suspected or alleged fraud, and discussions amongst the audit team regarding risk of fraud such as opportunities for fraudulent manipulation of financial statements. We determined that the principal risks related to posting manual journal entries to manipulate financial performance and management bias through judgements in accounting estimates. We also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Jane Wills (Senior Statutory Auditor)  
for and on behalf of Haines Watts  
Chartered Accountants and Statutory Auditor  
178 Buckingham Avenue  
Slough  
Berkshire  
SL1 4RD

Date: 9/7/21

# ROAD SAFETY FOUNDATION

## Statement of Financial Activities for the year ended 31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>Income and endowments from</b>					
<b>Charitable activities</b>	2				
Charitable activities		337,499	21,779	359,278	316,121
<b>Expenditure on</b>					
<b>Charitable activities</b>	3				
Charitable activities		225,160	20,921	246,081	311,187
Other		<u>91,878</u>	<u>-</u>	<u>91,878</u>	<u>-</u>
<b>Total</b>		<u>317,038</u>	<u>20,921</u>	<u>337,959</u>	<u>311,187</u>
<b>NET INCOME</b>		20,461	858	21,319	4,934
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<u>171,988</u>	<u>-</u>	<u>171,988</u>	<u>167,054</u>
<b>Total funds carried forward</b>		<u><u>192,449</u></u>	<u><u>858</u></u>	<u><u>193,307</u></u>	<u><u>171,988</u></u>

The notes form part of these financial statements

# ROAD SAFETY FOUNDATION

## Balance Sheet 31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>Fixed assets</b>					
Tangible assets	7	623	-	623	1,583
<b>Current assets</b>					
Debtors	8	128,312	858	129,170	43,340
Cash at bank		<u>181,906</u>	<u>-</u>	<u>181,906</u>	<u>157,798</u>
		310,218	858	311,076	201,138
<b>Creditors</b>					
Amounts falling due within one year	9	(118,392)	-	(118,392)	(30,733)
<b>Net current assets</b>		<u>191,826</u>	<u>858</u>	<u>192,684</u>	<u>170,405</u>
<b>Total assets less current liabilities</b>		<u>192,449</u>	<u>858</u>	<u>193,307</u>	<u>171,988</u>
<b>NET ASSETS</b>		<u>192,449</u>	<u>858</u>	<u>193,307</u>	<u>171,988</u>
<b>Funds</b>	10				
Unrestricted funds				192,449	171,988
Restricted funds				<u>858</u>	<u>-</u>
<b>Total funds</b>				<u>193,307</u>	<u>171,988</u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 8/6/2021 and were signed on its behalf by:

  
Lord J L Whitty - Trustee



**Notes to the Financial Statements  
for the year ended 31 December 2020**

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**1. Accounting policies**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**Going concern**

The financial statements have been prepared on a going concern basis. The Trustees have reviewed and considered relevant information, including the annual budget and future cash flows in making their assessment. In particular, in response to the COVID-19 pandemic, the Trustees have tested their cash flow analysis to take into account the impact on their business of possible scenarios brought on by the impact of COVID-19, alongside the measures that they have taken to mitigate the impact. Based on these assessments, given the measures that have been undertaken to mitigate the current adverse conditions, and the current resources available, the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts

**Key sources of estimation uncertainty and judgements**

Preparation of the financial statements requires management to make significant judgements and estimates in determining the carrying amounts of certain assets and liabilities. Management makes assumptions of the effects of uncertain future events on those assets and liabilities at the balance sheet date. The management's estimates and assumptions are based on historical experience and expectation of future events and are reviewed periodically. This disclosure excludes uncertainty over future events and judgement in respect of measuring financial instruments.

There is estimation uncertainty in calculating depreciation, as monthly calculations are based on the estimated useful life of assets. Whilst every attempt is made to ensure that the depreciation policy is as accurate as possible, there remains a risk that the policy does not match the useful life of the assets.

There is estimation uncertainty in calculating bad debt provisions. A full line by line review of trade debtors is carried out at the end of each month and whilst every attempt is made to ensure that the bad debt provision is as accurate as possible, there remains a risk that the provisions will not match the level of debts which ultimately prove to be collectable.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Project income is recognised on the stage of completion of the project, which is calculated based on the estimated margin at completion of the project.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

**Expenditure**

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

## ROAD SAFETY FOUNDATION

### Notes to the Financial Statements - continued for the year ended 31 December 2020

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#### 1. Accounting policies - continued

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

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

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

Computer equipment        -    33% on cost

##### **Taxation**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

##### **Foreign currencies**

Foreign currency transactions are initially recognised by applying to the foreign currency amount the spot exchange rate between the functional currency and the foreign currency at the date of the transaction.

Monetary assets and liabilities denominated in a foreign currency at the balance sheet date are translated using the closing rate.

##### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Financial instruments**

Financial assets and financial liabilities are recognised in the balance sheet when the charitable company becomes a party to the contractual provisions of the instrument.

Trade and other debtors are classified as basic financial instruments and measured at initial recognition at transaction price. Debtors and creditors are subsequently measured at amortised cost using the effective interest rate method. A provision is established when there is objective evidence that the charitable company will not be able to collect all amounts due.

Cash and cash equivalents are classified as basic financial instruments and comprise cash in hand and at bank which are an integral part of the charitable company's cash management.

Financial liabilities and equity instruments issued by the charitable company are classified in accordance with the substance of the contractual arrangements entered into and the definitions of a financial liability and an equity instrument. An equity instrument is any contract that evidences a residual interest in the assets of the charitable company after deducting all of its liabilities. Equity instruments issued by the charitable company are recorded at the proceeds received, net of direct issue costs.

# ROAD SAFETY FOUNDATION

## Notes to the Financial Statements - continued for the year ended 31 December 2020

### 2. Income from charitable activities

	Activity	2020 £	2019 £
Research projects	Charitable activities	331,723	316,121
Grants	Charitable activities	<u>27,555</u>	<u>-</u>
		<u>359,278</u>	<u>316,121</u>

Grants received, included in the above, are as follows:

	2020 £	2019 £
Road Safety Trust	5,840	-
EIB Road Safety Partnership	8,851	-
DFT Review of ODTF Report	<u>12,864</u>	<u>-</u>
	<u>27,555</u>	<u>-</u>

### 3. Charitable activities costs

	Direct Costs £
Charitable activities	<u>246,081</u>

### 4. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020 £	2019 £
Auditors' remuneration	4,220	2,648
Depreciation - owned assets	960	878
Net (gains) / losses on foreign exchange	<u>363</u>	<u>237</u>

### 5. Trustees' remuneration and benefits

#### Trustees' expenses

During the year, trustees' were reimbursed £nil (2019: £132) for their travel expenses

### 6. Staff costs

The average monthly number of employees during the year was as follows:

	2020	2019
Trustees	5	5
Employees	<u>3</u>	<u>3</u>
	<u>8</u>	<u>8</u>

No employees received emoluments in excess of £60,000.

# ROAD SAFETY FOUNDATION

## Notes to the Financial Statements - continued for the year ended 31 December 2020

### 7. Tangible fixed assets

	Computer equipment £
<b>Cost</b>	
At 1 January 2020 and 31 December 2020	<u>2,880</u>
<b>Depreciation</b>	
At 1 January 2020	1,297
Charge for year	<u>960</u>
At 31 December 2020	<u>2,257</u>
<b>Net book value</b>	
At 31 December 2020	<u>623</u>
At 31 December 2019	<u>1,583</u>

### 8. Debtors: amounts falling due within one year

	2020 £	2019 £
Trade debtors	18,370	5,895
Other debtors	7,907	-
VAT	-	1,117
Prepayments and accrued income	<u>102,893</u>	<u>36,328</u>
	<u>129,170</u>	<u>43,340</u>

### 9. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	-	8,937
Social security and other taxes	886	2,096
VAT	2,295	-
Other creditors	25,172	8,883
Accruals and deferred income	<u>90,039</u>	<u>10,817</u>
	<u>118,392</u>	<u>30,733</u>

### 10. Movement in funds

	At 1/1/20 £	Net movement in funds £	At 31/12/20 £
<b>Unrestricted funds</b>			
General fund	171,988	20,461	192,449
<b>Restricted funds</b>			
Restricted Fund	-	858	858
<b>TOTAL FUNDS</b>	<u>171,988</u>	<u>21,319</u>	<u>193,307</u>

# ROAD SAFETY FOUNDATION

## Notes to the Financial Statements - continued for the year ended 31 December 2020

### 10. Movement in funds - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	337,499	(317,038)	20,461
<b>Restricted funds</b>			
Restricted Fund	21,779	(20,921)	858
<b>TOTAL FUNDS</b>	<u>359,278</u>	<u>(337,959)</u>	<u>21,319</u>

### Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
<b>Unrestricted funds</b>			
General fund	167,054	4,934	171,988
<b>TOTAL FUNDS</b>	<u>167,054</u>	<u>4,934</u>	<u>171,988</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	316,121	(311,187)	4,934
<b>TOTAL FUNDS</b>	<u>316,121</u>	<u>(311,187)</u>	<u>4,934</u>

The restricted fund relates to Road Safety Trust.

### 11. Related party disclosures

The Foundation is related to the International Road Assessment Programme (iRAP), Road assessment Services Limited (RASL) and EuroRAP AISBL (EuroRAP) through common key management and has a joint employment agreement in place with these organisations.

During the year, the Foundation shared staffing costs of £117,452 (2019: £56,867) and made other payments of £6,091 (2019: £13,836) with iRAP. It also made payments of £11,449 to EuroRAP (2019: £15,901) and payments to Road Assessment Services of £362 (2019: £6,691). The Foundation received payments from EuroRAP of £1,800 (2019: £2,208).

At 31 December 2020, included in the other creditors is £nil due to EuroRAP (2019: £1,191). Also included in other creditors is £24,346 due to iRAP (2019: £7,391) and £826 due to RASL (2019: £301). Included within other debtors is £7907 due from EuroRAP (2019: £nil).

## ROAD SAFETY FOUNDATION

### Notes to the Financial Statements - continued for the year ended 31 December 2020

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**11. Related party disclosures - continued**

Dr Susan Sharland is a trustee of both the Foundation and the International Road Assessment Programme (iRAP). She is also a director of Road Assessment Services Limited.

**12. Ultimate controlling party**

The company is under the control of the Trustees.

# ROAD SAFETY FOUNDATION

## Detailed Statement of Financial Activities for the year ended 31 December 2020

	2020 £	2019 £
<b>Income and endowments</b>		
<b>Charitable activities</b>		
Research projects	331,723	316,121
Grants	<u>27,555</u>	<u>-</u>
	<u>359,278</u>	<u>316,121</u>
<b>Total incoming resources</b>	359,278	316,121
<b>Expenditure</b>		
<b>Charitable activities</b>		
Research projects	246,081	157,289
<b>Support costs</b>		
<b>Management</b>		
Wages	67,738	111,884
Pensions	6,812	11,573
Membership fees	5,304	5,173
Insurance	1,081	1,919
Exchange differences	363	237
Bank charges	344	274
PR consultancy	-	7,533
Printing	56	169
Computer costs	582	140
Communications	240	1,050
Subscriptions	522	500
Legal and professional costs	351	426
Office costs	3,305	8,244
Fundraising	-	1,250
Computer equipment	<u>960</u>	<u>878</u>
	87,658	151,250
<b>Governance costs</b>		
Auditors' remuneration	<u>4,220</u>	<u>2,648</u>
<b>Total resources expended</b>	<u>337,959</u>	<u>311,187</u>
<b>Net income</b>	<u><u>21,319</u></u>	<u><u>4,934</u></u>