

**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 2011**

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**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 SAFETYADMINISTRATIVE INFORMATION

DIRECTORS AND TRUSTEES	Barry Sheerman, MP (Chairman) John Field Richard Allsop OBE John Plowman Councillor Judith Rowley Dawn Boyfield MBE Nicholas Starling Iain Stewart MP
SECRETARY	Glyn Maddocks
EXECUTIVE DIRECTOR	Robert Gifford
COMPANY NUMBER	2366377 (England and Wales)
CHARITY NUMBER	1068607
REGISTERED OFFICE	3rd Floor Clutha House 10 Storey's Gate London SW1P 3AY
WEB SITE	www.pacts.org.uk
INDEPENDENT EXAMINER	Sargent & Co Chartered Accountants and Reporting Accountants 194B Addington Road Selsdon South Croydon Surrey CR2 8LD
BANKERS	Cooperative Bank Business Direct Kings Valley Yew Street Stockport Cheshire SK4 2JU

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

COMPANY NO. 2366377 (ENGLAND AND WALES)

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

The directors and trustees present their annual report and the audited financial statements for the year ended 31 March 2011 in respect of the Parliamentary Advisory Council for Transport Safety (PACTS)

The company information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005)

OBJECTS OF THE CHARITY, PRINCIPAL ACTIVITIES AND ORGANISATION OF OUR WORK

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association. Its objective is to protect human life through the promotion of transport safety for the public benefit.

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 two members of permanent staff and a Management and Finance Group which meets five times a year. The membership of this group comprises three trustees and others appointed with relevant financial, marketing or personnel experience.

The trustees are also supported by a Policy and Research Committee to help with the development of policy and to ensure that the charity maintains an up to date research capability. This group comprises three trustees and the chairs of four of the technical working parties; the fifth working party is represented by the Executive Director. It has also co-opted other members with specific expertise to offer to its deliberations. The membership of the group will be kept under review on an annual basis.

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 not therefore traded in the current year or the preceding year.

REVIEW OF THE YEAR

Objectives and Scope

In 2007/8 the trustees undertook a strategic review of the work of the charity which resulted in the adoption of three key objectives for the period 2007 to 2012. It is worth repeating these here since they have guided the work of the charity during the current year. The three objectives are:

- a) To be at the forefront of shaping policy development in transport safety in order to be a strong advocate for research-based change,
- b) To be the leader in advocating the integration of transport safety considerations across the breadth of relevant policy development, and
- c) To be the pre-eminent independent authority in transport safety for Parliamentarians, practitioners and the media

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

REVIEW OF THE YEAR (Contd)

The trustees believe that an appropriate definition of "transport safety" is given below

"PACTS' charitable objective is to *protect human life through the promotion of transport safety for the public benefit*. In this context, it regards transport safety as the minimisation of death or injury, personal assault, and concern about the possibility of these, as experienced by users of, workers in, and others affected by the transport system, whether these events arise from unintended incidents or from deliberate acts or failures to act by individuals or organisations. In taking this view of transport safety, PACTS is mindful that

- For the public benefit, the costs of safety measures should not be disproportionate to the benefits they deliver,
- Choices about transport can have significant impacts upon public health, and
- Transport safety must always be tackled in the context of evolving public policy and concern

PACTS also acknowledges that as well as minimising threats to life and limb it is desirable to minimise material and environmental damage arising from shortcomings in the safety of the transport system. The charitable objective is pursued by arguing for a robust and systematic approach to risk reduction by those responsible for the transport system and for influencing its users, and by the identification and promotion of evidence-led and implementable measures to achieve such an approach."

The trustees have referred 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

Activities

The activities of the charity have remained in line with previous years given its continued interest in road, rail and air safety issues and its objective to promote research-based solutions in transport safety. The charity continues to believe that the process of promotion involves raising issues with opinion-formers such as Parliamentarians, civil servants and officials and disseminating solutions, research and good practice to those involved in the transport safety community and, where appropriate, to the wider world.

The process of promotion has been especially important during the course of this year given the election of a new Parliament in May 2010 and the construction of a coalition government with new priorities. One of the first steps undertaken by the charity was a mailing with information about PACTS to newly elected MPs with an interest in transport. This resulted in the identification of a number of individuals for further contact.

As part of the wider promotional work, the charity also reviewed the structure and accessibility of its website www.pacts.org.uk. Both the Parliamentary and research content of the site have been strengthened with reports added regularly to offer a key information resource and Parliamentary updates added on a weekly basis together with PACTS' commentary where relevant. The trustees will continue to keep the website under review to improve its effectiveness and the range of data and information that it contains.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

REVIEW OF THE YEAR (Contd)

In terms of the technical work of the charity, the trustees are grateful to the members of the five working parties which meet regularly during the year and focus on vehicle design, road user behaviour, the road environment, rail safety and aviation safety. Members of these groups, through their own voluntary involvement, provide a wealth of knowledge and depth of expertise on which to draw in developing fresh thinking about transport safety policies and initiatives and in helping PACTS respond to government documents and consultations. During the year, the discussions have included the North Review on Drink and Drug Driving, the McNulty Review of the Railways, the contribution that vehicle technology can make to crash reduction, the continuing challenge for safety posed by rural roads and the impact of contaminated cabin air on aviation safety.

The charity has also continued to provide briefings and information to Members of Parliament on a number of topics. These have included young and novice drivers, the impact of moving to the adoption of Single/Double Summer Time, the casualty savings expected to arise from a lower Blood Alcohol Level for driving and the safety record of the railway network. It has also responded to consultations undertaken by, among others, the Department for Transport, the Highways Agency, the European Aviation Safety Agency, the Office of Rail Regulation and the Transport Select Committee of the House of Commons.

During the year, the charity has maintained as its key priority the need to persuade the new government to adopt a strategy for road safety beyond 2010. A change of government in May 2010 with a strong emphasis on deficit reduction and an apparent dislike of targets led to considerable concern that there would be a lessening of interest in road safety and in casualty reduction. The charity throughout the year has emphasised the additional cuts in casualties that international research indicates can be achieved through the adoption of casualty targets and a strategy through which the targets may be reached.

As part of its advocacy work, the charity was commissioned by the RAC Foundation to produce two reports looking at the impact on road safety of the policies on deficit reduction. These were published in October 2010 and March 2011 and gave clear snapshots of how the road safety profession was responding to the new climate. They emphasised the importance of national leadership in improving road safety and highlighted the large number of organisations (private, public and professional) that play a part in the road safety community. Adopting the language of the current government, the charity argued that road safety was an example of the "Big Society" in practice.

The charity was therefore pleased to see the inclusion of a reference to a strategic framework for road safety in the DfT's Business Plan published in November 2010. As part of the development of this framework, the charity was asked by the Department to organise two seminars bringing together key road safety stakeholders to look at the potential content and structure of the framework. These were held in December and January.

The charity has also published a number of other reports during the year that are available via the website. The work on the shared space project ("Kerb Your Enthusiasm") was published in October and was also the subject of a conference during the same month. The report, part-funded by the RAC Foundation and the Institution of Civil Engineers Research and Development Fund, emphasised the importance of shared space as an approach to developing community support for environmental improvements. It urged local authorities to think about the processes of design in addition to the nature of materials used and the heights of kerbs.

Two other reports were published jointly with other organisations to focus on the importance of shared approaches to road safety. The reports are available via the website *Making it Count – the Business Case for Road Safety* and *The Risks that Children and Young People Face Today*. Both reports emphasise that road safety represents a good investment for society, especially given the fact that road deaths comprise the biggest cause of accidental death for young people under the age of 25. Improvements in road safety performance have a significant economic benefit to society.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

REVIEW OF THE YEAR (Contd)

As in previous years, as part of its educational work, the charity also organised two conferences and the annual Westminster Lecture on Transport Safety. While attendance at the Lecture remained stable, it is disappointing to note that the number of delegates at both conferences was far lower than in previous years. This reflected the pressure on local government spending and the consequent reluctance to fund staff attendance at such events. In this, PACTS was not alone in coming under pressure.

The October conference focused on the role that street design can play in improving transport safety. Among others, presentations were given by Peter Jones of University College London, Sabine Lutz from the Shared Space Institute and Eleanor Besley, author of "Kerb Your Enthusiasm".

In March 2011, the conference was undertaken in partnership with Driving for Better Business and focused on managing work related road risk. The conference was opened by Mike Penning, Minister for Road Safety. Other speakers included Patrick Leclercq from Michelin, Ellen Townsend from the European Transport Safety Council and Shaun Helman from TRL. The conference brought together a number of "business champions" for work related road safety allowing practitioners to learn from good practice and to identify what further improvements needed to be made.

The 21st Westminster Lecture was held in November and was given by Danny Dorling, Professor of Human Geography at the University of Sheffield. Danny's highly provocative title was "Roads, Sewers and Public Health". In his lecture he argued that each century had tackled a key problem for public health. The 19th century had dealt with clean water, the 20th had tackled smoking, the 21st would need to deal with motorised transport. He also argued that a public health approach – putting prevention ahead of cure – was vital to improving human life. Undertaken in association with ETSC, the lecture also attracted a multi-national audience and the response to the lecture was given by Herman de Croo, Member of the Belgian Parliament and chair of ETSC.

The charity has also experienced some staffing changes during the year. Both Eleanor Besley, Policy and Research Officer, and Gillian Reeves, Conference and Events Manager, left the charity for other posts offering them opportunities to develop their skills further. The trustees are grateful to both of them for the contribution that they made to the success of the organisation. Naomi Baster replaced Eleanor in October and Sally Le Marquand returned to work for the charity on a part-time basis from September, an arrangement which is helping the charity to address its current reduction in income.

Finally, through contributions to the media and to events, the charity has continued to maintain its public profile. The Executive Director has spoken at conferences organised by, among others, RoadSafetyGB, ADEPT, the Chartered Institution of Highways and Transportation and Amey. The charity has continued its involvement with ETSC and is represented on its Board of Directors by Richard Allsop. PACTS is also represented on the National Driver Offenders Retraining Governance Board, the ORR Railway Industry Advisory Committee, the Met Police Strategic Road Safety Forum, the Motorists' Forum and many other bodies. All of this involvement reflects the contribution that the charity seeks to make to improving transport safety and the widespread recognition of its capability to contribute.

TRANSACTIONS AND FINANCIAL POSITION

The Statement of Financial Activities shows a loss for the year of £19,367 and our reserves stand at £60,183 in total.

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.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

FUNDS AVAILABLE AND RESERVES POLICY

The trustees recognise that these are stretching times for charities in terms of income generation and control of expenditure. Historically, the trustees have agreed that it was 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.

In recent years, subscriptions have remained relatively stable. However, both sponsorship and delegates' fees have been subject over the last three years to considerable fluctuation. In particular, in the last year, attendance at conferences has shrunk considerably due to the pressure on the finances of the public sector. This reduction is reflected in the need for the third year to use reserves to balance the charity's accounts.

The trustees have continued to review the reserves policy and agreed that its overall aim remains appropriate for the risks facing the organisation. However, given the need to draw down these reserves, the trustees have also agreed that a review of the charity's overall business model is appropriate for its future continuance. A breakeven budget has been set for the year ahead with the intention to build up reserves thereafter.

The trustees agreed that the stated aim of achieving a target of £115,000 at current prices remained prudent and relevant notwithstanding their current inability to maintain reserves at this level. Allocated to unrestricted funds, this would allow

- (a) coverage of approximately six months operational costs and liabilities at approximately £100,000 (the current coverage being about three months) and
- (b) coverage of short term minor setbacks and fluctuations in income that could be detrimental to PACTS' work at approximately £15,000.

Such setbacks could include increases in rent or service charge or loss of members or sponsors of events.

The trustees have agreed that the reserves policy will be reviewed on an annual basis. It will therefore be reviewed at their meeting in the Autumn.

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 and they all served throughout the year. In addition Harald Rutter also served throughout the year and resigned after the year end on 13 May 2011 and Iain Stewart also served as director and trustee from his appointment on 1 March 2011.

The board has the power to appoint additional trustees as it considers fit to do so.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2011

STATEMENT OF TRUSTEES' RESPONSIBILITIES (Contd)

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.

RISK MANAGEMENT

The trustees annually review the major risks to which the charity is exposed, in particular those relating to the operations and finances of the organisation. They 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 during the year.

At the annual review the trustees remained of the opinion that the major sources of risk to the charity are reductions in subscription or sponsorship income and changes in personnel with accompanying loss of knowledge. The trustees are also conscious that, in the current economic climate, and in the light of the reductions in reserves over the last three years, the margins for sustaining further losses in income are smaller than they would prefer. On behalf of the trustees, the Management and Finance Committee will therefore be continuing to explore the opportunities for greater economy and developing new and existing sources of income in the coming months.


INDEPENDENT EXAMINER

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

SMALL COMPANY RULES

This report has 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.

This report was approved by the board on 5 July 2011 and signed on its behalf


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 on the accounts of the charitable company for the year ended 31 March 2011 which are set out on pages 8 to 15

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having been satisfied that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to

- examine the accounts under Section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act), and
- to state whether particular matters have come to my attention

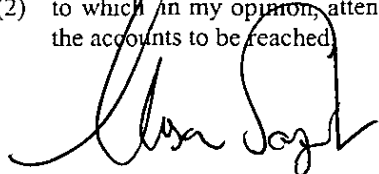
BASIS OF INDEPENDENT EXAMINERS' REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINERS' STATEMENT

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Alison Sargent FCA
Sargent & Co
194B Addington Road
Selsdon,
South Croydon
Surrey CR2 8LD

Date 11 July 2011

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY**STATEMENT OF FINANCIAL ACTIVITIES****(INCLUDING INCOME AND EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 MARCH 2011**

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total Funds</u> <u>2011</u> £	<u>Total Funds</u> <u>2010</u> £
<u>Incoming Resources</u>					
Subscriptions		101,930	-	101,930	108,490
Voluntary Income	2	13,607	17,000	30,607	24,112
Conference Fees		23,351	-	23,351	38,279
Fees and other Income		8,511	-	8,511	1,376
Activities for generating funds					
Commercial Trading Operations		17,000	-	17,000	29,000
Interest Receivable		<u>754</u>	<u>-</u>	<u>754</u>	<u>2,448</u>
<u>Total incoming resources</u>		<u>165,153</u>	<u>17,000</u>	<u>182,153</u>	<u>203,705</u>
Cost of generating funds					
Promotion and Publicity	4	3,333	-	3,333	2,309
Costs of generating Income		8,221	-	8,221	8,242
Charitable Activities	3	165,901	17,000	182,901	196,181
Governance	5	<u>7,065</u>	<u>-</u>	<u>7,065</u>	<u>6,662</u>
<u>Total resources expended</u>	6	<u>184,520</u>	<u>17,000</u>	<u>201,520</u>	<u>213,394</u>
<u>Net income/(expenditure)</u>	7	<u>(19,367)</u>	<u>-</u>	<u>(19,367)</u>	<u>(9,689)</u>
Funds transferred		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		(19,367)	<u>-</u>	(19,367)	(9,689)
Total funds brought forward at 1 April 2010		<u>79,550</u>	<u>-</u>	<u>79,550</u>	<u>89,239</u>
<u>Total funds carried forward at 31 March 2011</u>		<u>60,183</u>	<u>-</u>	<u>60,183</u>	<u>79,550</u>

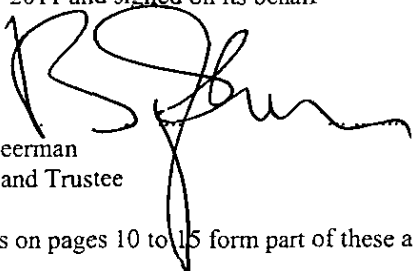
The notes on pages 10 to 15 form part of these accounts

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETYBALANCE SHEET AS AT 31 MARCH 2011

	<u>Note</u>	<u>2011</u>	<u>2010</u>
		£	£
<u>FIXED ASSETS</u>			
Tangible Assets	10	-	105
Investment in subsidiary company	11	<u>2</u>	<u>2</u>
		2	107
<u>CURRENT ASSETS</u>			
Debtors	12	90,847	108,593
Cash at Bank and in hand		<u>94,990</u>	<u>95,588</u>
		185,837	204,181
<u>CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR</u>	13	<u>(125,656)</u>	<u>(124,738)</u>
<u>NET CURRENT ASSETS</u>		<u>60,181</u>	<u>79,443</u>
<u>NET ASSETS</u>		<u>60,183</u>	<u>£79,550</u>
<u>FUNDS</u>			
Restricted Funds	14	-	-
Unrestricted Funds	14	<u>60,183</u>	<u>79,550</u>
<u>MEMBERS FUNDS</u>		<u>60,183</u>	<u>£79,550</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 2011. 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 2011 and of its loss 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.

This report has 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 5 July 2011 and signed on its behalf


Barry Sheerman
Director and Trustee

The notes on pages 10 to 15 form part of these accounts

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

1 ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The accounts have been prepared in compliance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) and the Companies Act 2006

(b) Incoming Resources

The income of the company is made up of members' subscriptions, grants and 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 which are accounted for when received and grants to fund a particular activity which are accounted for so as to spread the income over the period of the grant and in accordance with any conditions imposed. Unused balances at the year end of grants received are treated as deferred income and carried forward within current liabilities

(c) 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

(d) Pension Scheme

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

(e) Resources Expended

Resources expended are 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. Certain 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

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011 (Contd)

(f) 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.

(g) 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.

(h) Charitable Activities Expenditure

Charitable activities expenditure includes all expenditure incurred on fulfilling the objectives of the charity. These costs include a proportion of premises, office costs and staff costs relating to the time spent on charitable activities.

(i) Operating Leases

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

2	<u>VOLUNTARY INCOME</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>2011</u>	<u>2010</u>
		<u>Funds</u>	<u>Funds</u>	<u>Total</u>	<u>Total</u>
	Donations/Gift Aid from Commercial Organisations including related tax credit	13,607	5,000	18,607	7,862
	Grants	—	<u>12,000</u>	<u>12,000</u>	<u>16,250</u>
		<u>13,607</u>	<u>17,000</u>	<u>30,607</u>	<u>24,112</u>
3	<u>CHARITABLE ACTIVITIES EXPENDITURE</u>		<u>2011</u>	<u>2010</u>	
	Conference expenses		27,171	39,182	
	Project Expenditure (including staff costs)		12,000	16,250	
	Other direct expenditure		-	3,579	
	Premises and Office costs		49,506	50,737	
	Staff costs		<u>94,224</u>	<u>86,433</u>	
			<u>182,901</u>	<u>196,181</u>	

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011 (Contd)

4	<u>PROMOTION AND PUBLICITY</u>			<u>2011</u>	<u>2010</u>	
	Advertising, Printing and Postage costs			<u>3,333</u>	<u>2,309</u>	
5	<u>GOVERNANCE OF THE CHARITY</u>					
	Staff Costs			3,703	3,605	
	Independent Examiners fees of Charity			2,100	2,100	
	General Overheads			<u>1,262</u>	<u>957</u>	
				<u>7,065</u>	<u>6,662</u>	
6	<u>TOTAL RESOURCES EXPENDED</u>					
		<u>Staff Costs</u>	<u>Depreciation</u>	<u>Other Costs</u>	<u>Total 2011</u>	<u>Total 2010</u>
	Charitable Activities expenditure	100,914	105	81,882	182,901	196,181
	Cost of generating Income	8,221	-	-	8,221	8,242
	Promotion and publicity	-	-	3,333	3,333	2,309
	Governance	<u>3,703</u>	<u>-</u>	<u>3,362</u>	<u>7,065</u>	<u>6,662</u>
		<u>112,838</u>	<u>105</u>	<u>88,577</u>	<u>201,520</u>	<u>213,394</u>
7	<u>NET INCOMING RESOURCES</u>			<u>2011</u>	<u>2010</u>	
	The net incoming resources is stated after charging -					
	Depreciation of Tangible Fixed Assets - owned by the Charity			105	489	
	Operating Lease - other			2,110	1,780	
	Operating Lease - rent			<u>20,370</u>	<u>20,370</u>	

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011 (Contd)

8	<u>STAFF COSTS</u>	<u>2011</u>	<u>2010</u>
	Salaries	94,469	98,501
	Social Security costs	9,838	10,415
	Other pension costs	<u>8,530</u>	<u>4,437</u>
		<u>112,837</u>	<u>113,353</u>
	Average numbers employed in the year		
	Charitable work	3	3

All the staff were involved in work related to charitable activities however two of the staff also spent a proportion of their time on generating trading income and governance

No employee earned more than £60,000 per annum

The trustees received no remuneration in respect of their duties as trustees and no expenses were paid to any of the trustees (2010 - £Nil)

9 **TAXATION**

As the charity is for the protection of human life it is not subject to Corporation Tax

10 **TANGIBLE FIXED ASSETS**

Consolidated and Charity	<u>Plant & Machinery etc</u>	<u>Total</u>
<u>Cost or valuation</u>		
At 1 April 2010	6,386	6,386
Additions	-	-
Disposals	<u>-</u>	<u>-</u>
<u>At 31 March 2011</u>	<u>6,386</u>	<u>6,386</u>
<u>Depreciation</u>		
At 1 April 2010	6,281	6,281
Charge for year	105	105
Disposals	<u>-</u>	<u>-</u>
<u>At 31 March 2011</u>	<u>6,386</u>	<u>6,386</u>
<u>Net Book Value</u>		
At 31 March 2011	<u>-</u>	<u>-</u>
At 31 March 2010	<u>105</u>	<u>105</u>

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011 (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. PACTS (Training & Education) Limited did not trade throughout the year ended 31 March 2011 or the previous year. The aggregate capital and reserves at 31 March 2011 was £2 (2010 - £2)

12 DEBTORS

Due within one year	<u>2011</u>	<u>2010</u>
Prepayments and accrued income	79,324	98,552
Other debtors	<u>11,523</u>	<u>10,041</u>
	<u>90,847</u>	<u>108,593</u>

**13 CREDITORS - AMOUNTS FALLING
DUE WITHIN ONE YEAR**

Taxation and Social Security	525	3,228
Amounts owed to subsidiary undertaking	2	2
Deferred income	110,360	109,435
Other creditors and accruals	<u>14,769</u>	<u>12,013</u>
	<u>125,656</u>	<u>124,738</u>

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

14 <u>FUNDS</u>	<u>Balance</u> <u>31 03 10</u>	<u>Incoming</u> <u>resources</u>	<u>Resources</u> <u>expended</u>	<u>Net</u> <u>Transfers</u>	<u>Balance</u> <u>31 03 11</u>
Charity					
Unrestricted Funds	79,550	165,153	(183,520)	-	60,183
Restricted Fund	-	<u>17,000</u>	<u>(17,000)</u>	-	-
	<u>79,550</u>	<u>182,153</u>	<u>(201,520)</u>	-	<u>60,183</u>

The restricted fund relates to three grants received from RAC Foundation, ICE Research & Development Fund and GEM Road Safety Charity to enable the charity to carry out its research projects and a donation for the Westminster Lecture

THE PARLIAMENTARY ADVISORY COUNCIL FOR TRANSPORT SAFETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011 (Contd)

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Tangible fixed assets	2	-	2
Cash at bank	94,990	-	94,990
Other net current assets/(liabilities)	<u>(34,809)</u>	<u>-</u>	<u>(34,809)</u>
	<u>60,183</u>	<u>-</u>	<u>60,183</u>

16 GUARANTEE STATUS

The Parliamentary Advisory Council for Transport Safety is a company 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.

17 PENSION COMMITMENTS

The company operates a scheme to contribute a defined amount to individual senior 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 no unpaid contributions.

18 OPERATING LEASE COMMITMENTS

At 31 March 2011 the charity had the following annual commitments under non cancellable operating leases as follows -

	<u>Land and Buildings</u>		<u>Other</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Operating leases which expire				
Within one year	-	-	-	150
Between one and two years	20,370	-	-	-
Within two to five years	<u>-</u>	<u>20,370</u>	<u>2,239</u>	<u>2,059</u>