

Registration number: 06203773

# Appointing Authority for Phase 1 Ethics Committees

Directors' Report and Financial Statements  
for the Year Ended 31 March 2009

Critchleys  
Chartered Accountants  
Greyfriars Court  
Paradise Square  
Oxford  
OX1 1BE



## **Appointing Authority for Phase 1 Ethics Committees**

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**Appointing Authority for Phase 1 Ethics Committees  
Officers and Advisers**

<b>Directors</b>	Dr Michael Bone Prof Sir Bob Hepple (Chair until 1 July 2009) Mr John Hudson Prof Sir John Lilleyman Prof Geneva Richardson (Chair from 1 July 2009) Prof Richard Ashcroft (appointed 9 May 2008)
<b>Secretaries</b>	Agnes Hibbert (resigned 4 May 2009) Siobhan McGrath (appointed 4 May 2009)
<b>Registered office</b>	3 Lisburn Square House 9 Haslems Lane Lisburn BT28 1TW
<b>Accountants</b>	Critchleys Chartered Accountants Greyfriars Court Paradise Square Oxford OX1 1BE

## **Appointing Authority for Phase 1 Ethics Committees**

### **Directors' Report for the Year Ended 31 March 2009**

The directors present their report and the financial statements for the year ended 31 March 2009.

#### **Directors' responsibilities**

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Directors are required by company law to prepare financial statements which give a true and fair view of the state of affairs of the company at the end of the financial year and of the profit or loss of the company for the period ending on that date. In preparing those financial statements, directors 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 presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure the financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

**Appointing Authority for Phase 1 Ethics Committees  
Directors' Report for the Year Ended 31 March 2009**

..... continued

**Principal activity**

The principal activity of the company is to carry out appointing authority functions for the independent (non-NHS) ethics committees.

**Directors**

The directors who held office during the year were as follows:

- Dr Michael Bone
- Prof Sir Bob Hepple (Chair until 1 July 2009)
- Mr John Hudson
- Prof Sir John Lilleyman
- Prof Genevra Richardson (Chair from 1 July 2009)
- Prof Richard Ashcroft (appointed 9 May 2008)

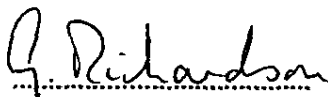
**Auditors**

The auditors, Critchleys, will be proposed for re-appointment in accordance with section 385 of the Companies Act 1985.

**Small company provisions**


This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board and signed on its behalf by:

  
.....

Prof Genevra Richardson (Chair from 1 July 2009)  
Director

Date: 25/11/09.....

 <b>27 NOV 2009</b>
FILE REF: .....
LOCATION: .....
INITIAL: .....

**Appointing Authority for Phase 1 Ethics Committees**  
**Income and Expenditure Account for the Year Ended 31 March 2009**

	Note	Year ended 31 March 2009 £	4 April 2007 to 31 March 2008 £
Income		497,063	405,448
Operating expenses		(497,063)	(405,448)
<b>Operating surplus</b>	2	-	-
Other interest receivable and similar income		3,353	1,387
<b>Surplus on ordinary activities before taxation</b>		3,353	1,387
Tax on surplus on ordinary activities	4	(704)	(277)
<b>Surplus for the financial year</b>		2,649	1,110

The notes on pages 6 to 8 form an integral part of these financial statements.

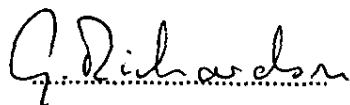
**Appointing Authority for Phase 1 Ethics Committees**

**Balance Sheet as at 31 March 2009**

		31 March 2009		31 March 2008	
	Note	£	£	£	£
<b>Current assets</b>					
Debtors	5	10,655		-	
Cash at bank and in hand		<u>59,089</u>		<u>399,874</u>	
			69,744		399,874
<b>Creditors: Amounts falling due within one year</b>					
	6		<u>(65,985)</u>		<u>(398,764)</u>
<b>Net assets</b>			<u>3,759</u>		<u>1,110</u>
<b>Capital and reserves</b>					
Income and expenditure reserve	9		<u>3,759</u>		<u>1,110</u>
			<u>3,759</u>		<u>1,110</u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Approved by the Board, authorised for issue on 25/11/09 and signed on its behalf by:



Prof Geneva Richardson (Chair from 1 July 2009)  
Director

The notes on pages 6 to 8 form an integral part of these financial statements.

**Appointing Authority for Phase 1 Ethics Committees**  
**Notes to the Financial Statements for the Year Ended 31 March 2009**

**1 Accounting policies**

**Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

**Cash flow statement**

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirements to prepare such a statement.

**Income**

Income represents grants receivable (see following paragraph).

**Government grants**

Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

**2 Operating surplus**

Operating surplus is stated after charging:

	<b>Year ended 31 March 2009 £</b>	<b>4 April 2007 to 31 March 2008 £</b>
Auditors' remuneration for audit services	2,500	2,000

**3 Directors' emoluments**

Honoraria totalling £36,350 (2008: £19,000) were paid to the directors during the year for their services as Board members. In addition allowances and honoraria totalling £7,500 (2008: £1,950) were paid to directors for services as IEC Chair.



**Appointing Authority for Phase 1 Ethics Committees**  
**Notes to the Financial Statements for the Year Ended 31 March 2009**

..... continued

**4 Taxation**

**Analysis of current period tax charge**

	<b>Year ended 31 March 2009 £</b>	<b>4 April 2007 to 31 March 2008 £</b>
<b>Current tax</b>		
Corporation tax charge	<u>704</u>	<u>277</u>

The corporation tax charge represents tax on bank interest received.

**5 Debtors**

	<b>31 March 2009 £</b>	<b>31 March 2008 £</b>
Other debtors	<u>10,655</u>	<u>-</u>

**6 Creditors: Amounts falling due within one year**

	<b>31 March 2009 £</b>	<b>31 March 2008 £</b>
Trade creditors	6,981	-
Corporation tax	704	277
Other creditors	336	-
Accruals	27,661	274,096
Deferred income	<u>30,303</u>	<u>124,391</u>
	<u>65,985</u>	<u>398,764</u>

Deferred income represents unspent grant monies at the period end (note 7).

**Appointing Authority for Phase 1 Ethics Committees**  
**Notes to the Financial Statements for the Year Ended 31 March 2009**

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**7 Government grants**

	<b>2009</b>
	<b>£</b>
Balance brought forward at 1 April 2008	124,391
Grants received in the period	402,975
Grants released to income and expenditure account in line with expenditure for the period	(497,063)
Balance carried forward at 31 March 2009 (note 6)	30,303

**8 Company status**

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

**9 Reserves**

	<b>Income and expenditure reserve</b>
	<b>£</b>
Balance at 1 April 2008	1,110
Transfer from income and expenditure account for the year	2,649
Balance at 31 March 2009	3,759

**Independent Auditors' Report to the Members of  
Appointing Authority for Phase 1 Ethics Committees**

We have audited the financial statements of Appointing Authority for Phase 1 Ethics Committees for the year ended 31 March 2009 set out on pages 4 to 8. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standards for Smaller Entities (effective January 2007).

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our work has been undertaken so that we might state to the 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As described in the statement of Directors' responsibilities on page 2, the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Directors' Report is consistent with the financial statements. In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes an examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

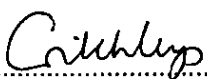
**Independent Auditors' Report to the Members of  
Appointing Authority for Phase 1 Ethics Committees**

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**Opinion**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 31 March 2009 and of its profit for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' Report is consistent with the financial statements.

  
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Critchleys  
Registered Auditors

Date: *29 January 2010.*

Greyfriars Court  
Paradise Square  
Oxford  
OX1 1BE