Company No. 03547818
Charity No. 1086014

MAC KEITH PRESS
(A company limited by guarantee)

Report and Financial Statements
31 March 2017
MAC KEITH PRESS
(A charitable company limited by guarantee)

CONTENTS

Legal and administrative details 1

Report of the Trustees 2

Independent auditors' report 13

Statement of financial activities incorporating the income and expenditure account 16

Balance sheet 17

Notes to the financial statements 18
MAC KEITH PRESS
(A charitable company limited by guarantee)

Year ended 31 March 2017

LEGAL AND ADMINISTRATIVE DETAILS

Trustees and directors of the charity who were in office during the year and up to the date of signing:
Caroline Black
Alice Doyle
Bob Eames
Christopher Morris
Harvey Marcovitch (Chair)
Allen Stevens
Christopher Verity (Vice Chair)

Managing Director:
Ann-Marie Halligan

Company Secretary:
Steven Maiden

Registered Office:
6 Market Road
London N7 9PW

Bankers:
National Westminster Bank Plc
3rd Floor
2 Waterhouse Square
138-142 Holborn
London
EC1N 2TH

Independent Auditors:
PricewaterhouseCoopers LLP
1 Embankment Place
London
WC2N 6RH

Solicitors:
Bond Dickinson LLP
Prince’s Wharf
Teesdale
Stockton on Tees
TS17 6QY

Stone King
39 Cloth Fair
London
EC1A 7JQ
MAC KEITH PRESS  
(A charitable company limited by guarantee)  

REPORT OF THE TRUSTEES  
Year ended 31 March 2017  

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act 2006 and the Charities Act 2011, present their annual report and the audited financial statements for the year ended 31 March 2017. The financial statements comply with the Companies Act 2006, the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in July 2014. The Charity has adopted Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland" ("FRS102"). The legal and administrative details on page 1 also form part of this report.  

STRUCTURE, GOVERNANCE AND MANAGEMENT  
The Charity is a charitable company limited by guarantee and was incorporated on 17 April 1998. The Charity is under the common control of Scope (company no. 520866, charity registration no. 208231). As part of this relationship, the Charity is committed to publish its key publications during the year, while Scope is committed to provide financial support to the Charity. Mac Keith Press is governed by articles of association, which were last amended on 29 June 2000. During the course of this year, discussions have been initiated by Scope on possible separation of Mac Keith Press from Scope. However, negotiations are ongoing and no decisions have been made on this matter to date.  

The Board of Trustees comprises seven members. Trustees are appointed for a three-year term, which may be renewed once, unless there are exceptional circumstances. Two of the Trustees are nominated by Scope, two are from the Mac Keith Press Editorial Board, and up to five are independent, nominated by the Board. All Trustees are formally appointed by Scope. At least two of the Trustees are required to have expertise in the practice of and/or research in a discipline relating to the objects of the Company.  

New Trustees receive an induction which includes an overview of the workings of Mac Keith Press; its structure and mission and relationship to Scope; governing documents; copies of minutes; the latest annual report and financial statements and key advice for Trustees from the Charities Commission.  

The day-to-day management of Mac Keith Press is delegated to the Managing Director.  

The Editorial Board is a Committee appointed by the Board of Directors in accordance with the articles of Mac Keith Press. The Editorial Board has terms of reference determined by the Board; it has responsibility for all editorial issues, and makes recommendations to the Board of Directors on operational matters relating to the implementation of editorial policy.
MAC KEITH PRESS
(A charitable company limited by guarantee)

REPORT OF THE TRUSTEES (continued)
Year ended 31 March 2017

Editorial Board:

Dr Christopher Verity (Chair)
Dr Anna Basu
Dr Peter Baxter
Dr Charlene Butler
Dr Hilary Cass
Dr Hank Chambers
Prof. Tony Charman
Prof Giovanni Cioni
Professor Jill Clayton-Smith
Prof. Bernard Dan
Dr Steven Day
Prof. Deborah Gaebler-Spira
Dr Vijeya Ganesan
Prof. Andrew Gordon
Prof. Jan Willem Gorter
Dr Dido Green
Dr Adrienne Ruth Harvey
Dr Karen Horridge
Professor Thierry Huisman
Dr Manju Kurian
Dr Andrew Lux
Dr Margaret Mayston
Prof. Charles Newton
Prof. Anne O'Hare
Dr Robert Palisano
Professor Nigel Paneth
Dr Lindsay Pennington
Prof. Richard Robinson (Emeritus)
Prof. Peter Rosenbaum
Dr Lewis Rosenbloom
Dr Martin Smith
Prof. Jo Wilmshurst
Dr Kathy Zebracki
OBJECTIVES AND ACTIVITIES
The objectives of Mac Keith Press are the following:

- The advancement of the education of the public by the encouragement and promotion of research and the publication and dissemination of the useful results of research in the fields of child development and paediatric neurology; and

- The relief of disabled people in particular by the provision of information and other assistance to such persons and those who care for them, the promotion of public understanding of disability and the publication and dissemination of information in the fields of child development and paediatric neurology.

This is achieved through the publication of books and a journal that cover paediatric neurology and neurodisability and developmental medicine and through the sponsorship of lectures and awards to advance research and education in the field.

ACHIEVEMENTS AND PERFORMANCE
Mac Keith Press publishes a leading, internationally-recognised multidisciplinary journal Developmental Medicine and Child Neurology each month, covering paediatric neurology and neurodisability which disseminates clinical research into the wide range of neurological conditions. The subjects covered also include child and adolescent psychiatry, orthopaedics and neurosurgery, genetics, psychology as well as physical, occupational, speech and language therapies and assistive technologies. As well as research articles, the Journal publishes on the effectiveness of treatments and management strategies.

Impact
The success of the Press is measured by the timeliness, relevance and quality of the journal and book programme, in terms of the scientific impact as well as its widespread distribution to a wide-ranging readership. The journal has published each issue on time in accordance with its publication schedule. The Press uses Thomson Reuter’s Journal Citation Reports® to help assess the quality of its journal papers (this is a measure of the number of times an article has been cited in the scientific literature), in particular the two-year impact factor. The aim is to keep the impact factor at over 3.0: last year it was 3.615 and this year it is 3.116.

Readership is measured in a variety of ways: the number of articles downloaded; the number of institutions which have access to the content (both paid and unpaid); and the Altmetric score (which tracks the attention that research outputs such as scholarly articles and datasets receive online, for example as news items or on social media).

Currently:

- There are over 9,400 institutions with access to the Journal,
- Over 1300 society members also have individual access,
- The number of article downloads has increased to over 1,000,000 per year
- An increasing number of papers have received a good Altmetric score (a measure of the coverage of papers published in various media).
MAC KEITH PRESS
(A charitable company limited by guarantee)

REPORT OF THE TRUSTEES (continued)
Year ended 31 March 2017

ACHIEVEMENTS AND PERFORMANCE (continued)

Delivering on objectives

This year the amount of content published in the Journal has stayed at its increased level of 104 pages per issue, (an additional 96 pages per year). As well as the print and online editions the journal presents supplementary material online, including video presentations and audio podcasts from editors and authors to introduce and describe their work.

The journal publishes additional issues based on the abstracts of meetings, and research studies, supported by sponsorship. Abstracts have been published from: the American Academy for Cerebral Palsy and Developmental Medicine, September 2016; the 8th Biennial Conference of the Australasian Academy of Cerebral Palsy and Developmental Medicine, April 2016, Adelaide, Australia; the International Conference on Cerebral Palsy and other Childhood-onset Disabilities: Joint Meeting of the 28th Annual Meeting of the European Academy of Childhood Disability (EACD), 5th International Conference of Cerebral Palsy (ICPC) and 1st Meeting of the International Alliance of Academies of Childhood Disability (IAACD) in Stockholm in June 2016; the European Academy of Childhood Disability annual meeting in Amsterdam, May 2017, the British Paediatric Neurology Association, January 2017; the European Academy of Childhood Disability annual meeting in Amsterdam, May 2017.

The journal is sold by subscription to various universities, hospitals and other establishments. Individuals also subscribe, most often through their membership of professional academies or societies. The journal reaches over 1300 individuals through these societies:

- American Academy for Cerebral Palsy and Developmental Medicine
- British Paediatric Neurology Association
- British Academy of Childhood Disability
- European Academy of Childhood Disability
- Mexican Academy for Cerebral Palsy and Developmental Disorders,
- New this year: the Australasian Academy for Cerebral Palsy and Developmental Disorders

The journal is also distributed free of charge or at very low cost to libraries or institutions in a wide range of resource-poor countries.

Book content is published for a variety of audiences, including clinicians, families and those with disabilities. In 2016-17 the following titles were published in the Clinics in Developmental Medicine Series:

- Dattani: Neuroendocrine Disorders in Children
  (http://www.mackith.co.uk/shop/neuroendocrine-disorders-in-children/)
- Lagae: Cognition and Behaviour in Childhood Epilepsy
  (http://www.mackith.co.uk/shop/cognition-and-behaviour-in-childhood-epilepsy/)
- Deonna: Epilepsy Aphasia Spectrum
  (http://www.mackith.co.uk/shop/the-epilepsy-aphasia-syndrome/)
MAC KEITH PRESS  
(A charitable company limited by guarantee) 

REPORT OF THE TRUSTEES (continued)  
Year ended 31 March 2017 

In the Practical Guides Series: 

- Harpin: The Management of ADHD in Children and Young People  
  (http://www.macketh.co.uk/shop/the-management-of-adhd-in-children-and-young-people/) 

Book content is also being made available chapter by chapter to increase its accessibility and appeal to a wide variety of readers. Chapters can now be downloaded individually as pdfs from the Mac Keith Press website. 

During the year, Mac Keith Press sponsored the following lectures and awards: 

- American Academy for Cerebral Palsy and Developmental Medicine: Mac Keith Press Basic Science Lectureship; Mac Keith Press Promising Career Award, sponsorship of the annual meeting app, linking the presentations from the Annual Scientific meeting to their abstracts as published in Developmental Medicine and Child Neurology. 

- British Paediatric Neurology Association: Contribution to the Ronnie Mac Keith Guest Lectureship; contribution to the Mac Keith Prize. 

- British Academy for Childhood Disability: annual meeting prize for best poster. 

- European Academy for Childhood Disability: sponsorship of the preparation of the abstracts for the Annual Scientific Meeting published in the Journal. Financial support for the guest Mac Keith Keynote lecture speaker each year, and book prizes for the winner of the best poster award. 

- Supply of copies of the book Principles and Practice of Child Neurology in Infancy by Kennedy at close to production cost to help encourage membership of the European Paediatric Neurology Society. 

- New this year is the inauguration of the Aicardi Lecture Award, in collaboration with the European Paediatric Neurology Society (EPNS). Mac Keith Press underwrites travel funding for a prestigious lecturer to speak at the EPNS Congress on a topic related to Professor Jean Aicardi's work in paediatric neurology. Some of the royalties from the publication of Aicardi's Diseases of the Nervous System in Childhood 4th Edition have been donated towards the award. 

Mac Keith Press ensures that its publications meet the needs of those working in paediatric neurology and developmental medicine and those caring for children with disabilities through the input of its international Editorial Board. The Editorial Board includes representatives from the American Academy for Cerebral Palsy and Developmental Medicine, the British Paediatric Neurology Association, the British Academy of Childhood Disability, the European Academy of Childhood Disability, the International Child Neurology Association, the Mexican Academy and Scope, as well as independent members appointed to represent a cross-section of relevant disciplines. 

PUBLIC BENEFIT 

In deciding what activities the Charity should undertake, the Trustees have given due regard to the Charity Commission guidance on public benefit as required by section 17 of the Charities Act 2011 and provide a summary of these activities in the section “Achievements and Performance”. The activities are in accordance with the objects of the Charity in that they promote research and
disseminate the useful results of research and information in child development and paediatric neurology. Each year the Charity sets objectives against the principal areas of activity. The Trustees are satisfied that they have complied with their duty to have regard to the public benefit guidance published by the Charity Commission.

FINANCIAL RESULTS
The Statement of Financial Activities for the year is set out on page 16 of the financial statements. Sales of publications were £487,843 (2016: £459,468) for the financial year ended 31 March 2017, with expenditure on the publication of books and journals of £427,954 (2016: £450,562), resulting in a publications surplus of £59,889 (2016: £8,906). Additional costs were incurred in developing the Charity’s future strategy.

After costs, such as bank interest and governance, the net incoming resources were £77,538 (2016: £65,551) for the year, resulting in net assets of £516,142 (2016: £438,604).

RAISING INCOME

RESOURCES EXPENDED AND SERVICES
The cost of publishing our books and journals was £427,954 (2016: £450,562) as per note 4.
CURRENT AND FUTURE PLANS

Mac Keith Press aims to continue to raise a small annual surplus to ensure that it continues to deliver outcomes that support its charitable objects, and to make sufficient investments in its products and staff. Its current aims and plans are as follows:

- Mac Keith Press has been raising a small surplus in each recent year. Two new major projects are underway which will require significant funding from the reserves and a planned programme of expenditure has begun:
  - Development of an online training platform, updating and adapting content from major publications (e.g. Atlas of Neonatal Brain Sonography as the basis for courses on ultrasound, MRI, treatment of stroke, etc.) to support learning and professional development of clinicians. This requires development of the Mac Keith website and specialist project management and marketing.
  - Development of a handbook to support the needs of parents and carers of individuals with complex disabilities in collaboration with family groups and professionals. This requires additional development to ensure relevant and clear content, as well as dedicated marketing.

- Mac Keith Press will have long-term mutually beneficial relationships with its society partners which are being actively developed. This year Mac Keith signed a new agreement with the Australasian Academy for Cerebral Palsy and Developmental Medicine (AusACPDM) to help its members have reduced cost access to the Journal.

- Through collaboration with ALDID (the Latin American Neurodisability Association) content from the Journal is now routinely translated into Spanish and Portuguese to help to make it more accessible to a wider audience.

- Developmental Medicine & Child Neurology will be the journal of choice for authors and readers in its field.

- Mac Keith Press will publish the most highly respected books in developmental medicine and paediatric neurology, in both print and online formats as demanded by readers.

- Mac Keith Press will support education by running or co-sponsoring meetings (it currently supports the AACPDM, BACD, EACD, EPNS and BPNA meetings with sponsorship for various prizes).

- Mac Keith Press will be a creative, adaptable organization

The Editor in Chief, Professor Bernard Dan, has been implementing a programme on the Journal to ensure that there are minimal delays in the selection, discussion and publication of high quality scientific content. He has also worked to make sure that plain language summaries of the scientific content are available for the public.

We continue exploring our involvement with research and educational meetings or publications to gauge how best we can contribute within limited resources; extending appropriate partnerships; working closely with Scope to provide support and expert advice on relevant matters and providing wide access to the content of our publications.
MAC KEITH PRESS
(A charitable company limited by guarantee)

REPORT OF THE TRUSTEES (continued)
Year ended 31 March 2017

RISK MANAGEMENT
A Risk Register is used to collate information and action taken on recognised risks, and this is reviewed at each meeting of the Trustees. Our Risk Register reflects our financial performance risks and key operational relationships and resource risks. All identified risks are reviewed at quarterly meetings.

Appropriate action is being taken to mitigate such risks by conducting regular strategic reviews of performance, managing key operational relationships, exploring alternative publication models and limiting reliance on single suppliers.

Strategic Risks
There is an ongoing challenge to generate sufficient surplus from publications to support the work of the Press as income from online publications grows at a lower rate than the loss of income from print publications. This is being addressed by development of different types of publishing projects, including online material for professional development and training.

The developments in open access publishing (making content available immediately on publication, using author funding) continue to affect the Journal but the impact is currently being managed by:

- Making all papers freely available after 12 months, thus meeting the needs of most authors and protecting our author base and subscriber base.
- Monitoring changes in the publishing landscape to inform strategic planning.
- Continuing to develop new society partnerships, both to increase the spread of the readership, but also to bring additional income.

Operational Risks
Costs, including overhead costs and supplier security, have been managed closely by monitoring the financial stability of suppliers and their competitive position on each project.

As noted previously, discussions with Scope about the possible removal of Mac Keith Press from its group structure are ongoing. Should the separation be pursued, there will be associated operational risks. Scenario planning and modelling has already begun in anticipation of this.

The near-term need to find appropriate alternative premises is being managed by ensuring reserves are sufficient to meet the financial demands and implications of the move, and that any financial commitments made are sustainable.

RESERVES POLICY
The reserves policy of Mac Keith Press focuses on the level of its “free” reserves, which will include only assets that are realisable within three months.

Mac Keith Press intends to retain free reserves to manage the risks to which the Charity is exposed in the course of its business (including safeguarding activities funded by income streams or by other sources that may be reduced or withdrawn).

The Trustees consider that, in order to meet these needs and to operate effectively, Mac Keith Press should hold between £80,000 and £100,000 in free reserves. Mac Keith Press currently
MAC KEITH PRESS
(A charitable company limited by guarantee)

REPORT OF THE TRUSTEES (continued)
Year ended 31 March 2017

has adequate levels of free reserves at £516,142 (2016: £438,604). This represented over six
months’ expenditure at 2016-2017 levels. A new website which will be needed to deliver strategic
publishing developments will require significant investment from reserves, as will the development
of new skills within the Press to deliver new projects successfully.

The Trustees will continue to monitor Mac Keith Press’s levels of reserves on a regular basis. They
will also review the reserves policy at least every three years. The level of reserves is
reviewed on a regular basis throughout the financial year with consideration given to how best to
invest.

MONITORING AND INTERNAL CONTROLS
An annual budget and business plan is approved by the Trustees. Any expenditure outside the
agreed budget is referred to the Trustees. Quarterly operations reports are produced for Trustees
to ensure that they are kept informed of all areas of the work of Mac Keith Press and are made
aware of any shortfalls in income or other issues.

The accounting processes are subject to inspection by Scope’s internal audit team and there are
internal controls in operation to ensure that risks of fraud and error are minimised. The internal
controls are subject to regular review.

DIRECTORS’ AND TRUSTEES’ INDEMNITY
During the year Mac Keith Press had in force an indemnity provision in favour of one or more
directors and trustees against liability in respect of proceedings brought by third parties, subject
to the conditions set out in section 234 of the Companies Act 2006. Such qualifying third party
indemnity provision remains in force as at the date of approving the trustees’ report.

REMUNERATION POLICY
All senior staff receive ongoing performance management and an annual appraisal that provides
them with feedback from their manager, peers and teams about how they have contributed to the
achievement of our objectives and any personal development areas they may have.

Pay levels are agreed in cooperation with Scope, which is under common control.
STATEMENT OF TRUSTEES’ RESPONSIBILITIES
The trustees (who are also directors of Mac Keith Press for the purposes of company law) are responsible for preparing the Trustees’ Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have prepared the financial statements in accordance with United Kingdom Accounting Standards, comprising FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland”, and applicable law (United Kingdom Generally Accepted Accounting Practice). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice: Accounting and Reporting by Charities (2015);
- make judgments and estimates that are reasonable and prudent;
- state whether FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” has been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company’s transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and the group 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 charitable company and the group 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 company’s auditors are unaware; and
- they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the company’s auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the charitable company’s website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT AUDITORS
The Trustees will be recommending to the members, at the Annual General Meeting that PricewaterhouseCoopers LLP is re-appointed as auditors of Mac Keith Press for the forthcoming year.
SMALL COMPANY SPECIAL PROVISIONS
The report of the trustees has been prepared in accordance with the special provisions in the Companies Act 2006 – part 15, relating to small companies.

This report was approved by the Trustees of Mac Keith Press and signed on their behalf.

Harvey Marcovitch
Chair
Date: 16 Sept. 2017
MAC KEITH PRESS
(A charitable company limited by guarantee)

INDEPENDENT AUDITORS’ REPORT TO THE MEMBERS OF MAC KEITH PRESS

REPORT ON THE FINANCIAL STATEMENTS

Our opinion

In our opinion, Mac Keith Press’s financial statements (“the financial statements”):

- give a true and fair view of the state of the charitable company’s affairs as at 31 March 2017 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.

What we have audited

The financial statements, included within the Report and Financial Statements (the “Annual Report”), comprise:

- the balance sheet as at 31 March 2017;
- the statement of financial activities incorporating the income and expenditure account for the year then ended; and
- the notes to the financial statements, which include a summary of significant accounting policies and other explanatory information.

The financial reporting framework that has been applied in the preparation of the financial statements is United Kingdom Accounting Standards, comprising FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland”, and applicable law (United Kingdom Generally Accepted Accounting Practice).

In applying the financial reporting framework, the trustees have made a number of subjective judgements, for example in respect of significant accounting estimates. In making such estimates, they have made assumptions and considered future events.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion 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.

OTHER MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

Adequacy of accounting records and information and explanations received

Under the Companies Act 2006 we are required to report to you if, in our opinion:

- we have not received all the information and explanations we require for our audit; or
- 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.

We have no exceptions to report arising from this responsibility.
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF MAC KEITH PRESS (CONTINUED)

Trustees' remuneration

Under the Companies Act 2006 we are required to report to you if, in our opinion, certain disclosures of Trustees' remuneration specified by law are not made. We have no exceptions to report arising from this responsibility.

Entitlement to exemptions

Under the Companies Act 2006 we are required to report to you if, in our opinion, the trustees were not entitled to take advantage of the small companies' exemption in preparing the Strategic Report. We have no exceptions to report arising from this responsibility.

RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS AND THE AUDIT

Our responsibilities and those of the trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 11, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland) ("ISAs (UK & Ireland)"). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

This report, including the opinions, has been prepared for and only for the Charity's members and trustees as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

What an audit of financial statements involves

We conducted our audit in accordance with ISAs (UK & Ireland). An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of:

- whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed;
- the reasonableness of significant accounting estimates made by the trustees; and
- the overall presentation of the financial statements.

We primarily focus our work in these areas by assessing the trustees' judgements against available evidence, forming our own judgements, and evaluating the disclosures in the financial statements.
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF MAC KEITH PRESS (CONTINUED)

We test and examine information, using sampling and other auditing techniques, to the extent we consider necessary to provide a reasonable basis for us to draw conclusions. We obtain audit evidence through testing the effectiveness of controls, substantive procedures or a combination of both.

In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Kevin Lowe (Senior Statutory Auditor)
for and on behalf of PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
London
Date: 22 September 2014
MAC KEITH PRESS  
(A charitable company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT  
Year ended 31 March 2017

<table>
<thead>
<tr>
<th>Income from:</th>
<th>Total Unrestricted Funds 2017 £</th>
<th>Total Unrestricted Funds 2016 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales of journals and books</td>
<td>487,843</td>
<td>459,468</td>
</tr>
<tr>
<td>Other</td>
<td>17,906</td>
<td>59,372</td>
</tr>
<tr>
<td><strong>Total income</strong></td>
<td><strong>505,749</strong></td>
<td><strong>518,840</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure on:</th>
<th>Total expenditure £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charitable activities:</td>
<td></td>
</tr>
<tr>
<td>Publication of books and journals</td>
<td>(428,211)</td>
</tr>
<tr>
<td><strong>Total expenditure</strong></td>
<td><strong>(428,211)</strong></td>
</tr>
</tbody>
</table>

Net income and net movement in funds | 77,538 | 65,551 |

Fund balances brought forward at 1 April | 438,604 | 373,053 |

Fund balances carried forward at 31 March | 516,142 | 438,604 |

All activities derive from continuing operations.

There are no other recognised gains and losses for the financial year or the preceding financial year, other than those reflected in the Statement of Financial Activities.

There is no material difference between the net incoming resources and fund balances carried forward at 31 March stated above and their historical cost equivalent.
MAC KEITH PRESS  
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BALANCE SHEET  
As at 31 March 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017 £</th>
<th>2017 £</th>
<th>2016 £</th>
<th>2016 £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible assets</td>
<td>8</td>
<td>1,097</td>
<td></td>
<td>365</td>
</tr>
<tr>
<td><strong>Current assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stock</td>
<td>9</td>
<td>41,287</td>
<td>43,670</td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>10</td>
<td>42,887</td>
<td>46,515</td>
<td></td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td></td>
<td>492,915</td>
<td>390,135</td>
<td></td>
</tr>
<tr>
<td><strong>Total current assets</strong></td>
<td></td>
<td>577,089</td>
<td>480,320</td>
<td></td>
</tr>
<tr>
<td><strong>Creditors: amounts falling due within one year</strong></td>
<td>11</td>
<td>(62,044)</td>
<td></td>
<td>(42,081)</td>
</tr>
<tr>
<td><strong>Net current assets</strong></td>
<td></td>
<td>515,045</td>
<td>438,239</td>
<td></td>
</tr>
<tr>
<td><strong>Total assets less current liabilities</strong></td>
<td></td>
<td>516,142</td>
<td>438,604</td>
<td></td>
</tr>
<tr>
<td><strong>Net assets</strong></td>
<td></td>
<td>516,142</td>
<td>438,604</td>
<td></td>
</tr>
<tr>
<td><strong>The funds of the charity:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted income funds</td>
<td></td>
<td>516,142</td>
<td>438,604</td>
<td></td>
</tr>
<tr>
<td><strong>Retained surplus</strong></td>
<td></td>
<td>516,142</td>
<td>438,604</td>
<td></td>
</tr>
</tbody>
</table>

The notes on pages 18 to 25 form part of these financial statements.

The financial statements on pages 16 to 25 were approved by the Board of Trustees on 28 July 2017 and signed on its behalf by

Harvey Marcovitch  
Chair  

Company number: 03547818
1. ACCOUNTING POLICIES

Basis of preparation

The financial statements are prepared on the going concern basis, under the historical cost convention.

These financial statements have been filed with the Registrar of Companies.

The Charity is a public benefit entity.

The particular accounting policies adopted by the Board of Trustees are described below have been applied consistently.

Going concern
The Charity continues to operate profitably, and the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future.

Cash flow
The Charity has also taken advantage of the requirement to present a cash flow statement, as granted under FRS102 section 1.12.

Incoming resources
The Charity raises the following income:

- Sales of books are recognised at the point of delivery.
- Royalties are recognised on an accrual basis in accordance with the substance of the relevant agreement.
- Subscription income is recognised over the period of the subscription
- Rental income is recognised over the lease period.

Charitable expenditure
Direct charitable expenditure includes all expenditure directly related to the objects of Mac Keith Press and comprises costs relating to the publication and distribution of the books, journals and other publications are accounted for when payable.

All costs being directly attributable to charitable activities, there are no support costs.

All resources expended have been accounted for on an accruals basis. Where there is irrecoverable VAT, expenditure is stated as gross.
1. ACCOUNTING POLICIES (CONTINUED)

Operating leases
Operating lease rentals are charged to the Statement of Financial Activities over the term of the lease.

Governance
Management and administration costs represent expenditure incurred in the management of Mac Keith Press’s assets, organisational administration, and compliance with constitutional and statutory requirements.

Tangible fixed assets
Tangible fixed assets are stated at cost less depreciation. The depreciation of assets is provided in equal annual instalments over the estimated useful lives of the assets at the following rates:

- Computer equipment: 25%
- Fixtures and fittings: 20%

Funds
General unrestricted funds are funds that are expendable at the discretion of the Board of Trustees in the furtherance of the objects of Mac Keith Press. Such funds may be held in order to finance both working capital and capital investment.

Stocks
Stocks are stated at the lower of cost and net realisable value. Stock is valued using the weighted-average method. Stock is reviewed and a provision can be made for stock that is unlikely to be sold.

Financial assets and liabilities
The company has chosen to adopt sections 11 and 12 of FRS 102 in respect of financial instruments. Financial assets and liabilities, including cash, debtors (note 10) and creditors (note 11) are initially measured at transaction price, and subsequently carried at amortised cost. Financial assets are derecognised when the contractual rights to the cash flows from the asset expire or are settled. Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires. At the end of each reporting period, financial assets are assessed for impairment. Any impairment loss is recognised in profit and loss.

Irrecoverable VAT
Any irrecoverable VAT is charged to the Statement of Financial Activities or capitalised as part of the cost of the related asset, where appropriate.
MAC KEITH PRESS
(A charitable company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
As at 31 March 2017

2. CRITICAL JUDGEMENTS AND ESTIMATES
Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Royalties receivable on book sales are accrued until they can be agreed per the prevailing agreement. The accrual is based on management's forecasted book sales, which are assessed based on historic sales.

Provision is made for stock obsolescence and lease commitments. This provision requires management's best estimate of net realisable value of stock held at the balance sheet date. A provision has been made in the year of £13,812 (2016: £11,911).

3. INCOMING RESOURCES
Mac Keith Press's sales of books and journals are undertaken by its distributor, Wiley-Blackwell, worldwide. There are small amounts of direct sales for books.

<table>
<thead>
<tr>
<th></th>
<th>Total 2017</th>
<th>Total 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Other income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rental income</td>
<td>80</td>
<td>58,743</td>
</tr>
<tr>
<td>Other</td>
<td>17,825</td>
<td>629</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17,905</strong></td>
<td><strong>59,372</strong></td>
</tr>
</tbody>
</table>

Rental income has been raised from sub-letting a property previously occupied by Mac Keith Press.
MAC KEITH PRESS
(A charitable company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
As at 31 March 2017

4. TOTAL RESOURCES EXPENDED

<table>
<thead>
<tr>
<th></th>
<th>Total 2017</th>
<th>Total 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Charitable expenditure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost of sales</td>
<td>174,513</td>
<td>175,694</td>
</tr>
<tr>
<td>Staff costs</td>
<td>205,680</td>
<td>202,481</td>
</tr>
<tr>
<td>Depreciation</td>
<td>115</td>
<td>642</td>
</tr>
<tr>
<td>Other direct costs</td>
<td>47,646</td>
<td>71,745</td>
</tr>
<tr>
<td></td>
<td>427,954</td>
<td>450,562</td>
</tr>
<tr>
<td>Governance costs</td>
<td>257</td>
<td>2,727</td>
</tr>
<tr>
<td></td>
<td>428,211</td>
<td>453,289</td>
</tr>
</tbody>
</table>

Mac Keith Press reimburses Scope for costs incurred on its behalf, the main such costs are staff costs.

Mac Keith Press has one activity, the publication of books and journals. All costs incurred by Mac Keith Press are for activities undertaken directly by it and as such there are no support costs.

Company Secretarial support is provided by Scope the parent company. Due to the nature of the work performed, costs are not separately identifiable.

The audit fee of £3,260 (2016: £3,200) has been borne by the parent company.

5. NET INCOMING RESOURCES

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Net incoming resources for the year are stated after charging:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation of tangible fixed assets</td>
<td>115</td>
<td>642</td>
</tr>
<tr>
<td>Operating lease rentals:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property</td>
<td>12,747</td>
<td>34,328</td>
</tr>
</tbody>
</table>
6. INFORMATION REGARDING EMPLOYEES AND TRUSTEES

1 member of staff received emoluments, including benefits in kind, exceeding £60,000 within the band of £70,001-£80,000 (2015: 1) during the year. Pension contributions for this staff member were £377 (2015: £nil). There are 6 members of staff (2015: 5).

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>185,380</td>
<td>181,989</td>
</tr>
<tr>
<td>Social security costs</td>
<td>19,132</td>
<td>19,355</td>
</tr>
<tr>
<td>Pension costs</td>
<td>1,168</td>
<td>1,137</td>
</tr>
<tr>
<td><strong>Total payroll costs</strong></td>
<td><strong>205,680</strong></td>
<td><strong>202,481</strong></td>
</tr>
</tbody>
</table>

Neither the trustees nor any persons connected with them received any such remuneration.

Total expenses directly reimbursed to the Trustees amounted to £258 (2016: £2,727). These expenses specifically related to travel expenses, for which 4 of the trustees were reimbursed.

All directors and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Group are considered to be key management personnel. The aggregate amount of taxable earnings paid in 2016/17 in respect of these individuals was £78,183; the aggregate employer pension contributions paid was £377.

7. PENSIONS

Up until 1 December 2003 Mac Keith Press staff were entitled to join the defined benefit scheme operated by Scope, the ‘Scope Pension Scheme’. The scheme was closed to new members on the 1st December 2003. The Scheme was then closed to future accrual on 1 April 2007. Scope is currently making contributions into the scheme to fund a pension’s deficit. Mac Keith Press is not an admitted member to the scheme so the employees are treated as employees of Scope and therefore participate in the scheme for which Scope recharges on the cost.

Scope now has a stakeholder scheme which all new employees and those employees who did not join the Scope Pension Scheme prior to closure are entitled to join. As at 31 March 2017 there were 5 (2016: 5) Mac Keith Press employees in the scheme.

Members may contribute to the group personal pension at whatever contribution rate they wish subject to the HMRC rules relating to the maximum annual allowance and lifetime allowance. Scope contributes employers’ contributions to the auto enrolment pension scheme, not only in line with legislation but also on a basis of contributions matched by the employees’ contributions. The table below illustrates the contribution rates payable to the group personal pension plan and employees are entitled to receive enhanced contributions (if they apply for them) based on their length of service.

22
7. PENSIONS (continued)

<table>
<thead>
<tr>
<th>Membership Eligibility</th>
<th>Scope Contribution %</th>
<th>Employee Contribution %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic</td>
<td>1% of qualifying earnings</td>
<td>Employee to match 1% contribution of qualifying earnings</td>
</tr>
<tr>
<td>Upgrade - After 2 years' service</td>
<td>3% of total earnings</td>
<td>Employee must match the employer % contribution</td>
</tr>
<tr>
<td>Upgrade – After 4 years' service</td>
<td>6% of total earnings</td>
<td>Employee must match the employer % contribution</td>
</tr>
</tbody>
</table>

Scope deducts employee contributions on a salary exchange basis approved by HMRC unless the employee wishes to decline to use this arrangement. Details of the pension plan are provided to employees under the rules of auto enrolment or on request.

The Charity’s contributions to the Auto Enrolment Pension Scheme amounted to £1,167 (2016: £1,137).

8. TANGIBLE ASSETS

<table>
<thead>
<tr>
<th></th>
<th>Computer equipment £</th>
<th>Fixtures and fittings £</th>
<th>Total £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 April 2016</td>
<td>1,938</td>
<td>2,679</td>
<td>4,617</td>
</tr>
<tr>
<td>Additions</td>
<td>847</td>
<td></td>
<td>847</td>
</tr>
<tr>
<td><strong>31 March 2017</strong></td>
<td></td>
<td></td>
<td>5,464</td>
</tr>
<tr>
<td><strong>Accumulated depreciation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 April 2016</td>
<td>(1,573)</td>
<td>(2,679)</td>
<td>(4,252)</td>
</tr>
<tr>
<td>Charge for the year</td>
<td>(115)</td>
<td></td>
<td>(115)</td>
</tr>
<tr>
<td><strong>31 March 2017</strong></td>
<td>(1,688)</td>
<td>(2,679)</td>
<td>(4,367)</td>
</tr>
<tr>
<td><strong>Net book value</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 March 2016</td>
<td>365</td>
<td></td>
<td>365</td>
</tr>
<tr>
<td><strong>31 March 2017</strong></td>
<td>1,097</td>
<td></td>
<td>1,097</td>
</tr>
</tbody>
</table>
MAC KEITH PRESS  
(A charitable company limited by guarantee)  

NOTES TO THE FINANCIAL STATEMENTS (continued)  
As at 31 March 2017  

9. STOCK  

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work in progress</td>
<td>2,849</td>
<td>8,742</td>
</tr>
<tr>
<td>Finished goods</td>
<td>38,438</td>
<td>34,928</td>
</tr>
<tr>
<td></td>
<td>41,287</td>
<td>43,670</td>
</tr>
</tbody>
</table>

Stock costs directly attributable for publications, excluding provisions, are £83,992 (2016: £75,413).

10. DEBTORS  

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade debtors *</td>
<td>21,477</td>
<td>13,079</td>
</tr>
<tr>
<td>Amounts owed from group undertakings *</td>
<td>-</td>
<td>12,040</td>
</tr>
<tr>
<td>Other debtors *</td>
<td>21,410</td>
<td>2,540</td>
</tr>
<tr>
<td>Prepayments and accrued income</td>
<td>-</td>
<td>18,856</td>
</tr>
<tr>
<td></td>
<td>42,887</td>
<td>46,515</td>
</tr>
</tbody>
</table>

*Financial assets measured at amortised cost.

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR  

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade creditors *</td>
<td>16,096</td>
<td>15,959</td>
</tr>
<tr>
<td>Amounts owed to group undertakings *</td>
<td>3,127</td>
<td>-</td>
</tr>
<tr>
<td>Other creditors *</td>
<td>1,982</td>
<td>13,976</td>
</tr>
<tr>
<td>Accruals</td>
<td>40,839</td>
<td>12,065</td>
</tr>
<tr>
<td>Deferred income</td>
<td>-</td>
<td>81</td>
</tr>
<tr>
<td></td>
<td>62,044</td>
<td>42,081</td>
</tr>
</tbody>
</table>

*Financial liabilities measured at amortised cost.
12. DEFERRED INCOME

<table>
<thead>
<tr>
<th></th>
<th>Balance 31 March 2016</th>
<th>Released from prior year</th>
<th>Deferred in current year</th>
<th>Balance 31 March 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental income</td>
<td>£81</td>
<td>(81)</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Deferred rental income arises on advance rental receipts and is released in the related rental period.

13. TAXATION

As a charity, Mac Keith Press is exempt from taxation of Income and gains received within categories covered by Part 11, Chapter 3 of the Corporation Tax Act 2010 to the extent that they are applied to its charitable objective. No tax charge has arisen in the year.

14. RELATED PARTY DISCLOSURES

During the year ended 31 March 2017, Mac Keith Press had no transactions with related parties (2016: None).

During the year ended 31 March 2017, the following transactions occurred between Scope (the ultimate parent) and Mac Keith Press. For the processing and payment of payroll and other administration services, Scope charged Mac Keith £35,160 in the year.

15. ULTIMATE PARENT UNDERTAKING AND CONTROLLING PARTY

Mac Keith Press is a wholly owned subsidiary of Scope (company number: 520866; charity number: 208231). The members are liable to contribute £1 in the event of the company being wound up. Scope requires the Charity to publish certain publications, and nominates two of the Charity’s trustees. Scope is committed to provide the financial support to the Charity.

The immediate parent undertaking and controlling party is Scope, a company limited by guarantee and registered in England and Wales. Scope heads the smallest and largest groups for which consolidated financial statements are prepared. Consolidated financial statements for Scope are available from 6 Market Road, London, N7 9PW.