

Registered number: 01133537
Charity number: 266331

SOCIETY FOR COMPUTERS AND LAW
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

**SOCIETY FOR COMPUTERS AND LAW
(A COMPANY LIMITED BY GUARANTEE)**

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**SOCIETY FOR COMPUTERS AND LAW
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2017**

Trustees	M O'Connor, Chair R Bickerstaff (resigned 26 January 2017) N Brown (appointed 26 January 2017) A Cook T Crick (appointed 26 January 2017) C Freedman (resigned 26 January 2017) H Grant (resigned 19 October 2016) C James M Lavy M Lumley C O'Donoghue (appointed 26 January 2017) S Taylor
Company registered number	01133537
Charity registered number	266331
Registered office	338 Wells Road Bristol BS4 2QL
Company secretary	Caroline Gould
Chief executive officer	Caroline Gould
Independent auditors	Bishop Fleming LLP Chartered Accountants Statutory Auditors 16 Queen Square Bristol BS1 4NT
Bankers	Barclays Bank Plc 36 East Street Bristol BS3 4HE

**SOCIETY FOR COMPUTERS AND LAW
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**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2017**

The Trustees of the Society for Computers and Law ("SCL") present their annual report together with the audited financial statements for the 1 April 2016 to 31 March 2017. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

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

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

The Trustees confirm that they have given due consideration to general guidance published by the charity commission relating to public benefit when reviewing the charity's aims and objectives and in planning future activities.

Objects

The charity's objects are specifically restricted to the following:

- (1) The advancement of education of the public in the fields of:
 - a. Information technology law and other related legal subjects,
 - b. Information technology as applied to the practice of law, and
 - c. The law, by the use of information technology.
- (2) The promotion of the sound development, administration and knowledge of the law relating to information technology and related legal subjects, both generally and by research and study concerning the same.

b. STRATEGIES FOR ACHIEVING OBJECTIVES

The strategies the Board has for achieving these objectives are:

- Production of the technology law magazine "Computers & Law".
- Development and maintenance of an educational website www.scl.org all of which content (except CPD questions which are not relevant to students and academics) is accessible free of charge to anyone with an ac.uk email address.
- Provision of an educational programme disseminated via conferences, seminars, podcasts and online training, special interest and regional groups and the website.
- Offering free membership of the Society to trainee solicitors, pupil barristers and 'devils' (in Scotland) until they qualify. This category of membership includes full access to the content of the website and attendance at SCL events at the members' rate but not a hard copy of the SCL magazine.
- The SCL Foundations of IT Law Programme which was established in November 2013. SCL has created two-year rolling programme of twelve modules which covers all the key areas of practice in tech law. Each module is recorded and available to download via the SCL website and is accompanied by an online CPD course.
- The SCL Tech Law Futures Conference which is recognised as a key event for discussion of tech law and technology, and for communication of ideas at the highest level between practitioners, industry and academics.

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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

- The furtherance of the SCL University Ambassadors' scheme. SCL feels that the awareness of tech law as a speciality ought to be raised within universities. Central to SCL's existence is the aim of fostering the understanding of tech law and the universities ought to be giving the next generation of lawyers an awareness of IT law as a legal speciality.
- Considering and, as appropriate, responding to relevant government initiatives.
- Supporting relevant like-minded organisations, in particular by working towards the International Federation of Computer Law Associations (IFCLA) Conference in June 2016 which SCL hosted in London.

ACHIEVEMENTS AND PERFORMANCE

a. ACHIEVEMENTS AND PERFORMANCE

The Trustees continue to ensure that SCL provides education and cost effective training and up to the minute information about IT Law and technology relevant to that law through its meetings, magazine and website.

Social media is used on a daily basis to increase the awareness of the work of SCL. There has been a steady growth in Twitter followers and members of the SCL LinkedIn Group. A new SCL Facebook page designed to attract more students to SCL has been established.

(a) Magazine, Website and online Continuing Professional Development

The magazine and web site are key strengths of SCL and the Trustees are grateful to Laurence Eastham (Coordinating Editor), David Chaplin (Development Editor – scl.org), Simon Deane-Johns (Chair of the SCL Editorial Advisory Board) and the other members of the Editorial Advisory Board for their commitment to the continuous improvement of both the magazine and the website. It is the Trustees' intention that the SCL website should be the first port of call for anyone requiring information on Tech Law.

'Computers & Law' magazine continues to attract high quality tech law articles as well as articles on technology that are considered relevant to its members. The high volume of quality articles received for the magazine means that some articles only appear online. The SCL editorial team are currently working on a refresh of the format of the magazine.

The weekly SCL e-newsletter is well received by members and is often forwarded to their non-SCL colleagues as an introduction to SCL. The newsletter contains the latest tech law news, articles, blogs and details of forthcoming SCL events. All articles are freely available for all to view for a limited period.

Free Continuing Professional Development for SCL members has been available on the website since August 2006. This CPD training is based predominately on SCL event podcasts and webinars. The provision of online training is an additional resource which benefits the membership in a cost and time effective way. The take-up of online training has continued to increase year on year as more members become aware of its availability. Online training is of great use to members taking career breaks as it enables them to keep up to date for a very modest cost. Online training is currently restricted to paid up members of SCL however the Trustees are considering ways of making online training available to all at a reasonable cost.

Podcasts and webinars ensure that all SCL members and students and academics in UK academic institutions have the opportunity to benefit from the expertise of speakers at SCL events, wherever a member is located. There is no charge to any SCL student member with an ac.uk email address. Free access to selected SCL events is available to members and non-members alike.

The SCL website and back-office system is in the final stages of a major upgrade.

The Trustees feel that they are providing all members throughout the country with an extensive educational programme through the magazine, podcasts, webinars and online training programme. In addition, UK academic institutions are given access to an extensive educational programme through the online magazine, podcasts and webinars.

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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

(b) Events

In the year ended 31 March 2017 SCL organised 39 events.

(b 1) Conferences and the Annual Lecture

On 9 and 10 June 2016 SCL hosted the IFCLA Conference in London. IFCLA is the International Federation of Computer Law Associations and SCL is a founding member. Day One was entitled: 'Tech in Regulated Environments' and explored the constraints and opportunities posed by the delivery of IT solutions and services in regulated environments. As IT service provisions becomes increasingly and integral component of the business offering the provision of IT becomes increasingly regulated by the rules applicable to the sector. Day Two was entitled "Tech in a Fast-Moving Environment" and took stock of the legal implications of emerging Tech developments. Tech moves ahead very quickly whilst the law struggles to keep in touch. The sessions gave practitioners an opportunity to stay ahead of the game. This event was the focus of 2016 and replaced SCL's Annual Conference.

(b 2) SCL Annual Lecture 2016

The 2016 Annual Lecture was given by the SCL President Professor Richard Susskind OBE FRSE on Thursday 6 October 2016 and was entitled "Upgrading Justice". Having given the SCL Annual Lecture in 1996, and again in 2006, SCL invited Richard to complete the trilogy 2016. Richard was asked to assess his original predictions, both those that have come to pass and those that missed the mark, and to discuss the main lessons he has learned. But, more importantly, SCL also invited him to look forward once again. At a time when online courts look set to become a reality and online legal guidance a commonplace, and when remarkable progress is being made in artificial intelligence and robotics, we asked Richard to provide a new set of predictions.

(b 3) SCL Tech Law Futures Conference

On 10 November 2016, SCL held its annual Tech Law Futures Conference which was entitled "Advising in a time of technological change". The aim of the Conference was to provide a day of practical training that delegates could apply to their day to day practice to help them steer their clients through this time of technological change. Drawing on a packed agenda of discussions and presentations delegates left the Conference with a solid understanding of key emergent and near-future trends, and approaches for advising on them.

The following half day and evening events were held during the year:

2016

11 April	SCL Junior Lawyers' Group: Limitation Clauses Workshop
25 April	SCL event: The Yin and Yang of Outsourcing - views from each side of the table
11 May	Foundations of IT Law Programme: Module 5 - Negotiating IT Contracts
12 May	SCL event: Data Protection, Employment and Emerging Technology
23 May	SCL IT Contracts Update – Part 2: The In-house Perspective
26 May	SCL Foundations of IT Law: Leeds - Module 3: Outsourcing Law and Practice and Module 4: Internet Law and Social Media
15 June	SCL KM Group: "Storing the firm's knowledge - is the document management system the right place?"
07 July	Foundations of IT Law Programme: Module 6 - IT Law in Corporate Transactions
14 September	Foundations of IT Law Programme: Module 7 - Risk, Cyber and Computer Misuse
21 September	General Data Protection Regulation and Data Processor Clauses
11 October	Issues in Global Services Transactions
13 October	SCL SW Group event: The Right of the Dot
14 October	SCL Singapore inaugural event: "Negotiating and Litigation of Technology Contracts: some common challenges"
17 October	SCL Junior Lawyers' Group: An Introduction to FinTech
19 October	SCL event: Marketing Masterclass – Is Face to Face Networking a Lost Art?
17 November	Foundations of IT Law Programme: Module 8 - A-Z of Data Protection in the IT World
21 November	SCL IT Disputes Group - Software copyright infringement: remedies and personal liability for directors

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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

28 November	Alternative Models for Delivering Legal Services - Part 2
29 November	SCL Irish Group event: Cyber Security – the New Frontier
06 December	SCL SW Group: "Key legal issues for tech-centric business in 2016"

2017

18 January	SCL Foundations of IT Law Programme: Module 9 - Cloud Computing
19 January	SCL Better Contracts: Changing the Contract Landscape and Changing Your Working Life
24 January	SCL Annual IT Contracts Update - Bristol
26 January	SCL Annual Data Protection Update
01 February	SCL event: Dr Sue Black OBE discusses "Saving Bletchley Park"
02 February	SCL Annual IT Contracts Update - Leeds
08 February	SCL Annual IT Contracts Update - London
20 February	SCL Junior Lawyers' Group event: "Content licensing: recent trends and virtual worlds"
02 March	SCL Outsourcing Group: New Models for Outsourcing
21 March	SCL IT Contracts Update Part 2: The In-house Perspective
23 March	SCL Better Contracts meeting

FINANCIAL REVIEW

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW OF THE YEAR

As at 31 March 2017 there were 1314 (2016: 1209) individual members, 49 (2016: 51) UK academic members and 251 (2016: 228) trainee lawyer members of SCL. Trainee lawyers receive SCL membership free of charge.

The SCL Groups continue to be involved in the SCL Foundations of IT Law Programme and have contributed to the success of this important training programme. They also contributed to the success of the IFCLA Conference..

c. RESERVES POLICY

The Trustees' target is to aim to achieve unrestricted reserves at 100% of anticipated annual costs (budgeted costs for 2017/18 is £316k). However as at 31 March 2017 SCL's unrestricted reserves of £485,363 were running at a level approximately equivalent to 154% of the next year's budgeted expenditure. The planned 2017/18 expenditure includes provision for:

1. Purchase of office space in Paintworks, Bristol;
2. Final stages of website and back office system upgrade;
3. SCL Bursary in collaboration with QMUL

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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

Further development planned for future years which will reduce the reserves include:

- a. Filming (rather than audio-recording) SCL events;
- b. Furthering the aims of the SCL Better Contracts Initiative;
- c. Bursary schemes to support students specialising in tech law;
- d. Initiatives to increase SCL's international reach
- e. Funding the SCL Student Ambassadors' Scheme
- f. Refreshing the Foundations of IT Law Programme, offering more choice of modules and a higher level of training

The Trustees consider the current reserves to be appropriate for SCL's purposes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The Society for Computers and Law is a company limited by guarantee no 1133537, registered under the Companies Act 2006, and is a registered charity no 266331.

SCL's governing documents are its Memorandum (amended 20 March 2002) and its Articles of Association (as approved by Special Resolution on 16 January 2013) which are available from SCL's registered office or from its website (www.scl.org).

The Trustee Board manages the affairs of the company.

Professor Richard Susskind, OBE is President of SCL and the Trustees are grateful to him for the amount of time and commitment he continues to give SCL. Professor Susskind is a former Chair of SCL.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The Trustees are also directors for the purposes of the Companies Act 2006.

The Trustee Board oversees the appointment and reappointment of Trustees. The Trustees are appointed at a General Meeting of SCL. Not less than seven and not more than twenty-eight clear days before the date appointed for holding a General Meeting, notice is given to all persons who are entitled to receive notice of the meeting of any person who is recommended by the Trustee Board for appointment or reappointment as a Trustee. The notice gives the particulars of that person which would, if he were so appointed or reappointed, be required to be included in the Company's register of the members of the Trustee Board.

The Trustees recommend to the membership members of SCL who have demonstrated their commitment to SCL by active involvement in its work and who are also seen as eminent in their respective fields. Trustees recommend members who they believe have the ability, determination and commitment to ensure the future success of SCL.

At the Annual General Meeting on Wednesday 25 January 2017, Mark O'Connor, Anna Cook, Matthew Lavy and Mark Taylor were all re-elected to the Board.

Neil Brown, Toby Crick and Cynthia O'Donoghue were nominated to join the Board. SCL is pleased to welcome all three new members to the Board of Trustees.

At the same meeting Roger Bickerstaff and Clive Freedman retired from the Board of Trustees. SCL would like to thank Roger and Clive for their enormous contribution to the Society over the past ten years.

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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Trustees are responsible for the overall direction of SCL and all strategic planning. The Trustee Board meets at least 8 times a year to review performance and progress to date.

The day to day management of SCL is delegated to the Chief Executive Officer who works at SCL Headquarters in Bristol.

d. RISK MANAGEMENT

The Trustees have examined the major risks which SCL faces and confirm that systems have been established so that the necessary steps can be taken to manage those risks.

PLANS FOR FUTURE PERIODS

a. FUTURE DEVELOPMENTS

The Trustees wish to continue their efforts to raise the profile of the organisation amongst academic institutions by continuing to allow free access to the SCL website.

Academics, students and unemployed SCL members are offered substantially discounted rates for their attendance at all SCL events including conferences.

The Trustees continually review and consider ways of extending the benefits available to existing and potential members by identifying new areas of related law and new delivery of its products.

SCL will continue using its resources to expand its online education programme.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Society for Computers and Law for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. 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 affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

**SOCIETY FOR COMPUTERS AND LAW
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**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2017**

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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons who are Trustees are aware:

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Society's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Trustees, on 13 December 2017 and signed on their behalf by:



M O'Connor
Chair of Board of Trustees

**SOCIETY FOR COMPUTERS AND LAW
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SOCIETY FOR COMPUTERS AND LAW

We have audited the financial statements of Society for Computers and Law for the year ended 31 March 2017 set out on pages 11 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at www.frc.org.uk/auditscopeukprivate.

OPINION ON FINANCIAL STATEMENTS

In our opinion 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.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit, the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with those financial statements and such reports have been prepared in accordance with applicable legal requirements.

**SOCIETY FOR COMPUTERS AND LAW
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SOCIETY FOR COMPUTERS AND LAW

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

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

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

Roger Pimblett.

Roger Pimblett BA FCA (Senior statutory auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

16 Queen Square

Bristol

BS1 4NT

Date:

20/12/17

**SOCIETY FOR COMPUTERS AND LAW
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**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2017**

	Note	Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
INCOME FROM:				
Charitable activities		339,328	339,328	322,081
Investments	3	4,602	4,602	5,389
TOTAL INCOME		343,930	343,930	327,470
EXPENDITURE ON:				
Charitable activities	6	338,366	338,366	245,298
TOTAL EXPENDITURE		338,366	338,366	245,298
NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES		5,564	5,564	82,172
RECONCILIATION OF FUNDS:				
Total funds brought forward		479,799	479,799	397,627
TOTAL FUNDS CARRIED FORWARD		485,363	485,363	479,799

The notes on pages 13 to 20 form part of these financial statements.

**SOCIETY FOR COMPUTERS AND LAW
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER: 01133537**

**BALANCE SHEET
AS AT 31 MARCH 2017**

	Note	£	2017 £	£	2016 £
FIXED ASSETS					
Tangible assets	10		2,877		4,066
CURRENT ASSETS					
Debtors	11	21,146		41,105	
Cash at bank and in hand		610,614		590,008	
		<u>631,760</u>		<u>631,113</u>	
CREDITORS: amounts falling due within one year					
	12	(149,274)		(155,380)	
NET CURRENT ASSETS			<u>482,486</u>		<u>475,733</u>
NET ASSETS			<u>485,363</u>		<u>479,799</u>
CHARITY FUNDS					
Unrestricted funds	13		<u>485,363</u>		<u>479,799</u>
TOTAL FUNDS			<u>485,363</u>		<u>479,799</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 13 December 2017 and signed on their behalf, by:



M O'Connor

The notes on pages 13 to 20 form part of these financial statements.

**SOCIETY FOR COMPUTERS AND LAW
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

1. ACCOUNTING POLICIES

1.1 CHARITY INFORMATION

Society for Computers and Law is a company limited by guarantee and a charity registered at the Charity Commission in England and Wales. The principal office is 338 Wells Road, Bristol, BS4 2QL.

1.2 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Society for Computers and Law meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.3 COMPANY STATUS

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

1.4 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

1.5 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.6 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

Charitable activities are costs incurred on the company's educational operations, including both direct and support costs apportioned to charitable activities.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

1. ACCOUNTING POLICIES (continued)

1.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £100 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. 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 bases:

Fixtures and fittings - over 4 years

1.8 FINANCIAL INSTRUMENTS

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

1.9 TAXATION

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.10 PENSIONS

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

2. ANALYSIS OF INCOME FROM CHARITABLE ACTIVITIES BY TYPE OF INCOME

	Total funds 2017 £	Total funds 2016 £
Subscriptions	141,129	163,130
Conferences	100,506	134,278
Income from group meetings	-	7,620
Publishers licensing income	5,977	6,243
Advertising income	3,525	10,810
IFCLA conference	88,191	-
	<u>339,328</u>	<u>322,081</u>
<i>Total 2016</i>	<u>322,081</u>	

Income from group meetings is now reported within the Conferences figure for 2017 above.

3. INVESTMENT INCOME

	Total funds 2017 £	Total funds 2016 £
Interest receivable on deposit accounts	4,602	5,389
	<u>4,602</u>	<u>5,389</u>
<i>Total 2016</i>	<u>5,389</u>	

4. DIRECT COSTS

	Total 2017 £	Total 2016 £
Grants	5,770	770
Magazines	37,846	37,966
Conferences	20,749	27,676
Group expenditure	757	2,384
Website expenses	24,526	21,590
Website upgrade	9,472	1,423
IFCLA conference	67,438	-
	<u>166,558</u>	<u>91,809</u>
<i>Total 2016</i>	<u>91,809</u>	

**SOCIETY FOR COMPUTERS AND LAW
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**NOTES TO THE FINANCIAL STATEMENTS
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5. SUPPORT COSTS

	Total 2017 £	Total 2016 £
Staff costs	129,969	114,839
Office facilities	5,833	5,642
Telephone	1,135	1,120
Stationery, post, copy and print	2,039	2,283
Training	-	745
Travel and subsistence	3,984	3,664
Audit and accountancy fees	11,023	10,327
Administrative costs	11,247	9,408
Storage costs	1,418	1,298
Other expenses	5,160	4,163
	171,808	153,489
<i>Total 2016</i>	153,489	

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2017 £	Support costs 2017 £	Total 2017 £	Total 2016 £
Charitable activities	166,558	171,808	338,366	245,298
<i>Total 2016</i>	91,809	153,489	245,298	

7. AUDITOR'S REMUNERATION

The Auditor's remuneration amounts to an Audit fee of £4,500 (2016 - £4,000) and accountancy of £480 (2016 - £ 500).

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8. STAFF COSTS

The average number of persons employed by the company during the year was as follows:

2017 No.	2016 No.
3	3

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the charity are considered to be key management personnel. Total employment costs (including social security contributions) in respect of senior employees is £71,161 (2016: 66,203).

	2017 £	2016 £
Wages and salaries	106,798	99,976
Social security costs	8,383	8,625
Other pension costs	14,788	6,238
	<hr/> 129,969 <hr/>	<hr/> 114,839 <hr/>

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the Trustees received any remuneration or other financial benefits during the year (2016: none).

No Trustees were reimbursed for expenses during the year (2016: two reimbursed a total of £101).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2016	7,131
Additions	820
Disposals	(682)
At 31 March 2017	<u>7,269</u>
DEPRECIATION	
At 1 April 2016	3,065
Charge for the year	1,924
On disposals	(597)
At 31 March 2017	<u>4,392</u>
NET BOOK VALUE	
At 31 March 2017	<u>2,877</u>
At 31 March 2016	<u><u>4,066</u></u>

11. DEBTORS

	2017 £	2016 £
Trade debtors	13,100	35,810
Other debtors	-	250
Prepayments and accrued income	8,046	5,045
	<u>21,146</u>	<u>41,105</u>

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FOR THE YEAR ENDED 31 MARCH 2017**

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Credit card	1,403	-
Trade creditors	7,243	1,667
Other taxation and social security	9,224	18,796
Other creditors	7,493	725
Accruals and deferred income	123,911	134,192
	<u>149,274</u>	<u>155,380</u>

DEFERRED INCOME

	£
Deferred income at 1 April 2016	127,521
Resources deferred during the year	111,462
Amounts released from previous years	(127,521)
Deferred income at 31 March 2017	<u>111,462</u>

13. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2016 £	Income £	Expenditure £	Balance at 31 March 2017 £
UNRESTRICTED FUNDS				
Reserves	479,799	373,876	(338,366)	515,309
Other GENERAL FUNDS	-	(29,946)	-	(29,946)
	<u>479,799</u>	<u>343,930</u>	<u>(338,366)</u>	<u>485,363</u>

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2015 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2016 £
UNRESTRICTED FUNDS					
Reserves	397,627	327,470	(245,298)	-	479,799
	<u>397,627</u>	<u>327,470</u>	<u>(245,298)</u>	<u>-</u>	<u>479,799</u>
Total of funds	<u>397,627</u>	<u>327,470</u>	<u>(245,298)</u>	<u>-</u>	<u>479,799</u>

**SOCIETY FOR COMPUTERS AND LAW
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

14. PENSION COMMITMENTS

The Society operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge for the year represents contributions payable by the Society to the scheme and amounted to £14,788 (2016: £6,238).

Contributions totalling £1,256 (2016: £NIL) were payable to the scheme at the balance sheet date and are included in creditors.

15. COMMITMENTS

At the end of the financial year the Society had outstanding contracts for the development of its website and IT systems. Commitments under these contracts not provided for amounted to approximately £NIL (2016: £10,200).

16. RELATED PARTY TRANSACTIONS

The accounts include a grant of £770 (2016: £770) payable to the Scottish Society for Computers and Law ("SSCL"). SSCL is a charity registered in Scotland and is independently run and controlled but is dependent upon the Society for Computers and Law for its income.

Rent of £5,634 (2016: £5,445) was paid to Caroline Gould, the Society's Chief Executive Officer during the year, for office premises provided to the Society.