

Charity Number 1117449
Company Number 5704137

Surveillance Studies Network

Report and Financial Statements
For the year ended 30 April 2010

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Company Number 5794137

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Surveillance Studies Network
Report and Financial Statements for the year ended 30 April 2010

The Directors present their report and independently examined financial statements for the year ended 30 April 2010.

Reference and administrative information

Charity Name: Surveillance Studies Network

Charity Registration Number: 1117449

Company Registration Number: 5794137

Registered Office: 26 Woodholm Road
Sheffield
South Yorkshire
S11 9HT

Board of Directors

Dr Kirstie Wright (re-appointed January 2008)
Professor Stephen Graham (re-appointed January 2008)
Professor David Lyon (re-appointed January 2008)
Dr David Murakami Wood (re-appointed January 2008)
Ms Laurie Nicholls Treasurer (re-appointed January 2008)
Professor Clive Norris (re-appointed January 2008)

Company Secretary

Dr Kirstie Wright (re-appointed January 2008)

Bankers

The Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT

Solicitors

Simmons and Simmons, CityPoint, One Ropemaker Street, London EC2Y 9SS

Accountants

Counterculture Partners Ltd, LGoS, 160 Mount Pleasant, Liverpool, L3 5TR, UK

Structure, Governance and Management

Governing document

The organization is a charitable company limited by guarantee, incorporated on 25th April 2006 and registered as a charity on 4th January 2007. The company was established under a Memorandum of Association which contained the objects and powers of the charitable company, and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of the board of directors

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the members of the Board of Directors are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting for a further three years. No director may serve more than six consecutive years on the board.

Surveillance Studies Network's primary aim is to inform and educate the public about current developments in surveillance practice through its free to access online journal, 'Surveillance and Society'. Surveillance Studies Network was founded to form a legally independent home for the journal, and so the first board of directors are the journal's co-founding editors. In future years, individuals will be eligible to stand for election to directorship if they are a member of the Network and Editorial Board of the charitable company, which is described later in this report. Each director is required to be an appointed academic whose main research interest is an aspect of the surveillance society, as evidenced through their scholarly publications and practice.

Director induction and training

Every director is already familiar with the practical work of Surveillance Studies Network, each having served as a founding co-editor of the journal Surveillance and Society since its inception in 2002. Since its registration as a Charitable Company, each director has been diligent in familiarising themselves with the responsibilities associated with director/trustee role, as outlined by the Charity Commission, and in the Nolan principles. Directors have collaborated to produce a code of conduct and have undertaken to adhere to the newly-drawn-up internal governing document of the charitable company. One director has undertaken additional training concerning the role of the Company Secretary.

Risk Management

As part of the registration process the directors considered the major risks to which the charitable company was exposed, which primarily concerned the viability of running Surveillance Studies Network as a going concern. The main risk in this respect concerns competition. As it is the first formal academic organization in this field of study (Surveillance Studies) it does not have any direct competitors. As a trans-disciplinary sub-discipline of sociology, geography, organization theory, political science, art, literature, film studies and international studies (among others), it is not envisaged that we are in competition for membership with larger academic associations (such as the British Sociological Association, or the British Criminological Association, for example). Campaigning organizations such as

Privacy International or the Electronic Privacy Information Centre (EPIC) are not our direct competitors as their core activities concern activism rather than education.

Becoming a charitable company is itself a risk management strategy for the journal and its editors in two significant ways. First, it gives the journal independent legal status which protects it from being sold to publishing houses, thereby ensuring that it remains free to access for the general public. Second, it protects the editors from personal legal liability in the event of any dispute surrounding the content of the journal.

Organisational Structure

The organisational structure of Surveillance Studies Network is derived from the following:

- It has two classes of member: ordinary members and executive members
- It has two streams of activity: administration of the charitable company and production of its journal

Executive Members comprise the directors and the members of the Network and Editorial Board. Executive members have various responsibilities regarding the management of the charitable company's activities, and are entitled to vote at annual general meetings. Ordinary members pay a biannual subscription and as part of their membership are entitled to:

- The opportunity to stand for election to the board of Surveillance Studies Network and Surveillance and Society
- Discounts on all SSN-sponsored conferences and events
- Approval and sponsorship of their research bids and events about surveillance
- Access to a member's area on the website, containing network and knowledge building opportunities
- Optional entry onto a list of media experts

The charitable company is governed by the Executive Board, which is constituted by its five directors, a treasurer and a company secretary, which deals with overall matters of governance and policy relating to the charitable company. When the charity is fully launched and ordinary members are able to join, there will be two seats on the executive board for members' representatives.

The day to day running of the journal is completed by the Network and Editorial Board, where the directors and other executive members work together on journal production. The relationship between the two boards is shown in the diagram below. The diagram also shows the content of our two websites – one relating to the charitable company (surveillance-studies.net) and one containing our journal (surveillance-and-society.org) – and how they inter-relate.

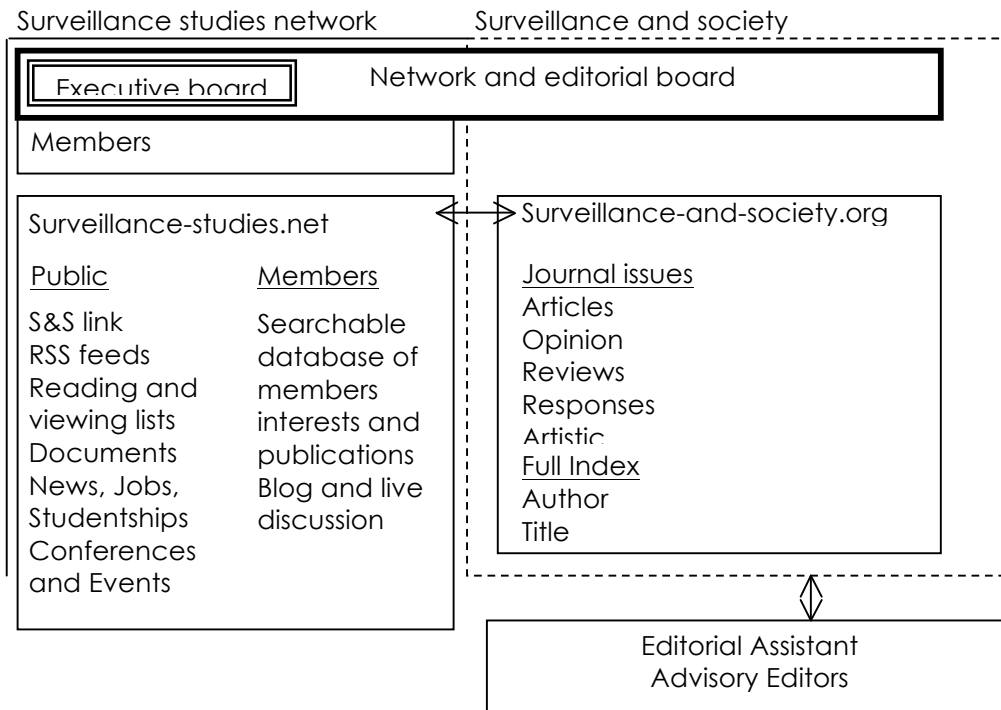


Figure 1: Governance structure of Surveillance Studies Network, incorporating our two websites Surveillance-Studies.net and Surveillance-and-Society.org

Currently, the Network and Editorial Board comprises 16 members. The aim is to have as many areas of the world represented as possible, cutting across as many disciplines and areas of expertise relevant to surveillance studies. So far the disciplines represented are: Sociology; Human Geography; Urban Studies; Science and Technology Studies; Organization Studies; Political Science; Media and Communication Studies; Gender Studies. The geographic regions represented are: Canada; Europe (Finland, Germany, Norway, UK); Australasia; India and Japan.

There are a few specific mandates for board members, but individual roles are still emerging. General responsibilities for board members are:

- Generating proposals for new issues based on their own research and expertise; or pressing issues within the field
- Identifying potential guest editors and reviewers
- Suggesting journal content which is representative of their geographical area or region
- Attendance at and contribution to decisions and discussion items at board meetings
- Suggesting fund raising ideas

Specific responsibilities which have emerged so far include:

- Communications editor: responsible for website development
- Book review editor

The only selection criteria are that the editorial board member has a record of scholarly research and publication in Surveillance Studies and has strong collegial values. Everyone's contributions to the organization are on a purely voluntary basis.

The editorial board is supported by an editorial assistant, whose time is currently being donated by Queen's University, Canada. In future years, it is hoped that enough funding will be raised to pay a small honorarium to a post-graduate student for editorial assistance.

The advisory editors referred to in figure one are external advisors who are not part of the governance structure of the organization, but who are sufficiently experienced in order to advise the journal on technical and academic matters as and when they arise.

Objectives and Activities

The objects for which the Charitable Company is established are to advance education for the public benefit by promoting the study of surveillance as a facet of contemporary social and technological change, and the study of its consequences for individuals, groups, organizations, nations and regions. Pursuant to this overall objective we also:

- Support and promote the free exchange of academic information about surveillance across academic disciplines and cultures
- Promote learning and the sharing of knowledge about surveillance between scholars, students, organisations and the public world-wide;
- Own and publish the journal 'Surveillance and Society' and other online resources devoted to the publication of communications which advance knowledge concerning the study of surveillance and society.

The trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and are satisfied that the charity meets these requirements.

The main objectives for the year 2009 – 2010 concerned continuing to establish Surveillance Studies Network as an organization, which primarily involved:

- Raising awareness of Surveillance Studies Network
- Ensuring continuation of funding by running our biannual conference, jointly with the EU-COST action 'Living in Surveillance Societies'
- Developing surveillance-studies.net
- Continuing to publish Surveillance and Society
- Developing an awards and prizes scheme

Achievements and Performance

In this section we report against each objective set for this year which we regard as pursuant to our overall charitable objects.

Raising awareness of Surveillance Studies Network

Prior to its registration as a charitable company, the directors of Surveillance Studies Network successfully tendered for a contract to write 'A Report on the Surveillance

Society' for the Information Commissioner of the United Kingdom. In the year's activities covered by the current annual report and accounts, the Directors, and members of the Network and Editorial Board have continued to appear regularly in the international and national broadcast and print media to comment on aspects of The Surveillance Society. They have also successfully tendered for 'An Update to a Report on the Surveillance Society' presented to Parliament in November 2010.

Following last year's funding success to the EU-COST framework, the multi-country collaboration 'Living in Surveillance Societies'(LiSS) has ensured funding is available for research collaboration on Surveillance across 27 European countries until 2013. SSN's biannual conference in April 2010 was the LiSS launch event. As a result the conference will doubled in size, and with additional funding from LiSS was a much higher profile event, with several sessions open to the public. SSN is now at the heart of two funded international research networks on Surveillance, covering Canada, the US and Europe.

Ensuring continuation of funding by running our biannual conference

The Surveillance Studies Network/Surveillance and Society biannual conference is the main way to raise funds two reasons. First, because it enables members to join the organization, and second, because a portion of the profits raised at the conference are donated to the organization.

In the financial year to 2010, significant effort was invested in planning the 2010 biannual conference, which was entitled 'A Global Surveillance Society?'. Because of the funding success of LiSS, SSN agreed with LiSS, and with City University, home of the only MA in Surveillance Studies in the world, to host the conference there. The conference featured 119 papers, three keynote sessions, a curated presentation of artworks which featured CCTV, and a public debate featuring Clive Norris (Criminologist and SSN director), Anna Minton (Journalist), David Merry (Blogger) and a representative from the human rights organization, Liberty. 103 new SSN members were recruited out of the 144 conference attendees. The conference website can be viewed at www.surveillancemcultures.org

Developing surveillance-studies.net

The website is the main vehicle through which we promote our activities and events, and eventually it will serve as a networking hub and resource base for our members. Work on the web site is almost complete. Members may now join Surveillance Studies Network online and make donations through it. In the current reporting year we have commissioned and implemented software which enables us to administer membership through our website. There is some work outstanding on the membership software to enable renewals to take place, and to enable mass communication with members. Additional work on the appearance of the site has been commissioned and undertaken, and the site now features RSS feeds and up to date news items from a variety of surveillance related projects, sites and mailing lists from around the world.

Continuing to publish Surveillance and Society

Publication of the journal Surveillance and Society is the main way that we pursue our charitable objectives. We aim to publish either three or four issues a year with an average of six articles per issue. This is the first full year of the journal's operation on the 'Open Journal System' (OJS), which is an open source platform specifically for the publication of online academic journals. The OJS enables the streamlining and automation of many aspects of journal production, thus saving time and effort in the publication of issues. Considerable effort was put into transferring the archives from the old website onto the OJS site.

In the reporting year the journal has achieved indexing by Google Scholar, International Bibliography of Social Sciences (IBSS), the Directory of Open Access Journals (DOAJ) and EBSCO Social Sciences and Academic Search Complete, and have signed the licensing agreement with ProQuest (CSA) for their Social Science Journals service for indexing in 2011. It is also listed by SocioSite and OJS journals.

Surveillance and Society accepts submissions in a number of formats:

- Full length peer reviewed article (8000 words)
- Opinion piece (3000 words)
- Review article (3000 words)
- Book reviews (1200 words)
- Artistic submissions (images, videos, poetry, performance pieces etc)

Our peer review process is of the highest standard. For each issue of Surveillance and Society, either the editor in chief, a member of the editorial board, or a set of guest editors are responsible for the review process. In the case of the latter, a member of the editorial board is usually on hand to answer any queries from the guest editors. The editorial assistant deals with administration of each issue and communication with the authors, editors and reviewers.

Upon receiving a submission, the editor in chief or guest editor reads the submission to decide whether it is to be sent out for review. If not, the submission is rejected, if so, the submission is sent to a minimum of two referees, selected by the editor on the basis of their expertise in the subject matter of the submission. The identity of the author is not revealed to the referees, nor that of the referees to the author. Referees are encouraged not to accept the submission for review if they think they recognise the work.

Referees are provided with a set of detailed guidelines by which to write their reviews. They rate the submission, and then provide separate comments for the authors and the editor of the issue. In each case, the editor in chief or guest editor constructively summarises the reviews for the authors, and prioritises the most critical or important revisions.

In the current reporting year three issues of Surveillance and Society have been published, on the following themes:

- Surveillance and Resistance
- Gender, Sexuality and Surveillance
- Open Issue

A total of 14 journal articles, 7 review articles, 1 opinion piece, 3 artistic presentations and 23 book reviews have been published in the current reporting period.

Sponsoring other events and conferences

As part of their academic roles, several of the directors and other colleagues have successfully applied for funding to the UK's Economic and Social Research Council to run a 6 part seminar series entitled 'The Everyday Life of Surveillance'. While this does not mean that material funding will accrue to Surveillance Studies Network, the Network is able to lend its name to the series for publicity purposes.

The final two seminars of this six seminar series took place within this reporting period. The first 'Architectures, spaces, territories' took place at Newcastle University on the 1st September 2009. It featured talks by Malcolm McCulloch (University of Michigan); Jamie Allen (Newcastle University); Marc Langheinrich (Universita della Svizzera Italiana) and Nikki Green (Surrey University). The second, 'Inclusion, Exclusion, Separation' was held at the University of Sheffield. It featured talks by Andrew Balmer (University of Sheffield); Emmeline Taylor (Probation Service); Claire Corbett (Brunel University) and Mike McCahill and Rachel Finn (Hull University). Details of the positioning statements for each seminar, the programmes and the abstracts can be found at: http://www.surveillance-studies.net/?page_id=8

Developing an Awards and Prizes Scheme

Having identified new funding sources in the previous reporting year, stemming from membership, conference profits, book royalties and copyright, the directors devised ways of using this money to achieve SSN's charitable objects. It was decided that SSN would fund a number of different activities.

- Small grants
- An annual paper prize
- SSSS global surveillance studies scholar awards

Small grants are now available, on an ad hoc basis, although none were awarded in the current reporting year. The annual paper award, for the best paper by an early career scholar was launched in early 2009, and three awards were made at the end of the current reporting period, in 2010, to Martin French, Shelley Ikebuchi Ketchell; Rosamunde van Brakel and Aaron Martin. 'Early career' is defined in this context as pertaining to those who are within five years of finishing their PhD.

The SSN Global Surveillance Studies Scholar awards is a scheme which aims to fund two scholars from the global south to attend the bi-annual Surveillance Studies Summer Seminar held at Queens University Canada. Surveillance Studies Network pays the tuition fees of the students in order that they can attend the seminar. This was launched early in 2009. Two scholars, Liliane do Costa Nascimento (Federal

University of Rio de Janeiro) and Vanesa Lara (El Colegio de Mexico) were funded to attend the seminar, which occurred in the current reporting period.

Financial Review

During the fourth year of operation for Surveillance Studies Network, we have begun to develop our financial resources. This has enabled us to pursue our charitable objects more closely and to develop our website.

Principal funding sources

All of the work undertaken for the charitable company by the directors and editorial board is on a voluntary basis, and the work of our part time editorial assistant is a gift in kind from Queens University. Now surveillance-studies.net is fully functional, and the biannual conference produces profit, membership fees and conference profit are main source of funding. These funds are primarily to be used to cover support costs. The extra income from royalties and copyright has enabled us to offer prizes, awards and research pump priming grants to members.

Investment policy

Aside from retaining a small amount in reserves most of the charitable company's resources are to be spent in the short term so there are no funds available for long term investment.

Reserves policy

As the amount held by the charity in reserves is extremely small, the only policy relating to the reserves is that they are held as a buffer in case of any unexpected start up and support costs.

Plans for future periods

The charitable company plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Surveillance Studies Network will always operate on a small scale, only intending to cover the costs of producing our journal, particularly those associated with editorial assistance. With the main source of funding as our biannual conference and membership fees, any further income will need to be secured through grant applications or copyright and licensing. It is of fundamental importance that the journal remains free to access online and as such journal production is our core business and will remain a priority in the coming years.

Charity Number 1117449
Company Number 5794137

The Financial Statements

For the year ended 30th April 2010

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING an Income and Expenditure Account)
YEAR ENDED 30TH APRIL 2010

	Note	Year ended 30-Apr-10		2010	2009
		General Funds	Restricted Funds	Total	Total
INCOMING RESOURCES		£	£	£	£
Voluntary income	2(a)	2,242	-	2,242	2,883
Investment Income	2(b)	-	-	-	-
Activities for generating funds	2(c)	-	-	-	3,974
Charitable activities	2(d)	9,847	-	9,847	2,366
Other income	2(e)	7	-	7	11
TOTAL INCOMING RESOURCES		12,096	-	12,096	9,234
RESOURCES EXPENDED					
Cost of generating funds					
Cost of generating Voluntary funds	3(a)	1,752	-	1,752	706
Commercial activities	3(b)	-	-	-	-
Charitable Activities	3(c)	5,104	-	5,104	4,331
Governance cost	3(d)	446	-	446	48
TOTAL RESOURCES EXPENDED		7,303	-	7,303	5,085
NET (OUTGOING)/INCOMING RESOURCES		4,793	-	4,793	4,149
Transfer between funds	13	-	-	-	-
Gains/(losses) on Investments					
Unrealised gains/(losses)		-	-	-	-
NET MOVEMENT IN FUNDS		4,793	-	4,793	4,149
Funds brought forward as at 1 May 2009		5,356	-	5,356	1,207
Funds carried forward at 30th April 2010		10,149	-	10,149	5,356

**SURVEILLANCE STUDIES NETWORK
CHARITY BALANCE SHEET
AS AT 30TH APRIL 2010**

	Notes	As at 30-Apr-10			As at 30-Apr- 09
CURRENT ASSETS					
Debtor and Prepayments	5	9,847		-	
Cash at Bank and in Hand		3,252		7,523	
		13,099		7,523	
CREDITORS:					
Amounts falling due within one year	6	(2,950)		(2,167)	
NET CURRENT ASSETS			10,149		5,356
NET ASSETS			10,149		5,356
Financed by:					
Restricted Fund	7		-		-
Unrestricted Funds	7		10,149		5,356
			10,149		5,356

The directors are satisfied that for the year in question the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the executive board on

Trustee:

Trustee:

**NOTES TO THE ACCOUNTS
YEAR ENDED 30TH APRIL 2010**

Note 1: Accounting policies

a) Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008). The accounts have been drawn up in accordance with the provisions of the Charities Acts and the Companies Acts, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

They are prepared under the historical cost convention modified by the revaluation of investments and investment properties which are included at market value.

b) Incoming resources

Incoming resources are included in the Statement of Financial Activities on the basis of amounts receivable for the year. Income from commercial activities is included in the period that the relevant services are provided or goods supplied. Donations are recognised when the entity has certainty of receipt, becomes legally entitled to them and they can be measured in financial terms with sufficient reliability.

Donated time is included at market valuation by the trustees.

Grants receivable are included in the Statement of Financial Activities as soon as the conditions attaching to the grant are satisfied.

c) Resources expended

Resources expended are included in the Statement of Financial Activities on the accruals basis. These are based on the amounts payable for work done or services provided in the year.

i) Costs of generating funds

Costs of generating funds comprises all costs relating to attracting commercial income.

ii) Charitable activities expenditure

Charitable activities expenditure includes the costs identified as wholly or mainly attributable to achieving the charitable objectives of the entity, including direct staff costs, other direct costs, and apportioned support costs.

iii) Governance costs

Governance costs are those costs related to the governance of the entity, to allow it to operate, and to generate information for public accountability. Direct costs will include audit and accountancy, legal advice to trustees and costs of trustees meetings.

iv) Support costs

Support costs are allocated to activity cost categories on a basis consistent with the use of resources.

d) Recognition of liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the entity to pay out resources.

e) Fund accounting

The entity has only one type of fund: unrestricted. Unrestricted funds are funds which are available for use at the discretion of the Trustees in furtherance of the objects of the entity and which have not been designated for other purposes.

f) Cash Flow Statement

The Trustees have taken advantage of the exemption in Financial Reporting Standard No. 1 from including a cash flow statement in the financial statements.

g) Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities

Note 2: Incoming Resources

	Note	Year ended 30-Apr-10 Unrestricted	Restricted	Total 2010	Total 2009
2 Incoming Resources		£	£	£	£
Voluntary income	(a)				
Contributions from SSN Director		-	-	-	500
Membership		522	-	522	175
Donated time		1,719	-	1,719	2,208
		2,242	-	2,242	2,883
Investment income	(b)				
Investment income		-	-	-	-
		-	-	-	-
Activities for Generating Funds	(c)				
Consultancy		-	-	-	2,000
Royalties		-	-	-	74
Publisher reproduction		-	-	-	1,900
		-	-	-	3,974
Charitable Activities	(d)				
SSN Conference membership		2,575	-	2,575	2,366
Conference income		4,772	-	4,772	-
Conference administration reimbursement		2,500	-	2,500	-
		9,847	-	9,847	2,366
Other Income	(e)				
Interest receivable		7	-	7	11
		7	-	7	11

Note 3: Resources Expended

Resources Expended	Note	Year ended 30-Apr-10 Unrestricted £	Restricted £	Total 2010 £	Total 2009 £
Cost of generating voluntary funds	(a)				
Membership software		-	-	-	700
Membership site development		1,730	-	1,730	-
Paypal fees		22	-	22	6
		1,752	-	1,752	706
Cost of generating funds commercial activity	(b)				
		-	-	-	-
Charitable Activities	(c)				
Internet		85	-	85	76
Editor		1,719	-	1,719	2,208
Journal software		500	-	500	-
Conference costs		2,500	-	2,500	-
Grants made		300	-	300	2,047
		5,104	-	5,104	4,331
Governance costs	(d)				
Stationery and postage		11	-	11	-
Sundry		15	-	15	48
Accounts		420	-	420	-
		446	-	446	48

Note 4. Remuneration

No remuneration was paid to any trustees or any persons associated with them

Note 5 Debtors

	2010	2009
Trade debtors	-	-
Amounts owed from associated undertaking	2575	-
Other Debtors	7,272	-
Prepayments & accrued income	-	-
Total Debtors and Prepayment	9,847	-

Note 6 Creditors

Amount falling due within one year:	2010	2009
Trade Creditors	2,230	120
Amounts owed to associated undertaking	300	2,047
Other creditors	-	-
Accruals & deferred income	420	-
Net current Liabilities	2,950	2,167

Note 7 Movement in funds

	01-05-2009	Movement in Funds		Loss on Investments £	Transfer between Funds £	Balance 30-Apr 2010 £
		Income	Expenditure £			
Unrestricted Funds	5,356	12,096	(7,303)	-	-	10,149
Restricted Fund	-	-	-	-	-	-
TOTAL FUNDS	5,356	12,096	(7,303)	-	-	10,149

Restricted Funds

There are no restricted funds

Note 8 Analysis of Net Assets

	Unrestricted Fund £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-
Investments	-	-	-
Cash	3,252	-	3,252
Other net current (liabilities)/assets	2,080	-	2,080
	5,332	-	5,332