

Charity Number 1117449
Company Number 5794137

Surveillance Studies Network

Report and Financial Statements
For the year ended 30 April 2011

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Surveillance Studies Network

Report and Financial Statements for the year ended 30 April 2011

The Directors present their report and independently examined financial statements for the year ended 30 April 2011.

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)
Dr Dean Wilson Treasurer (appointed January 2011)
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 Society of Criminology, 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.

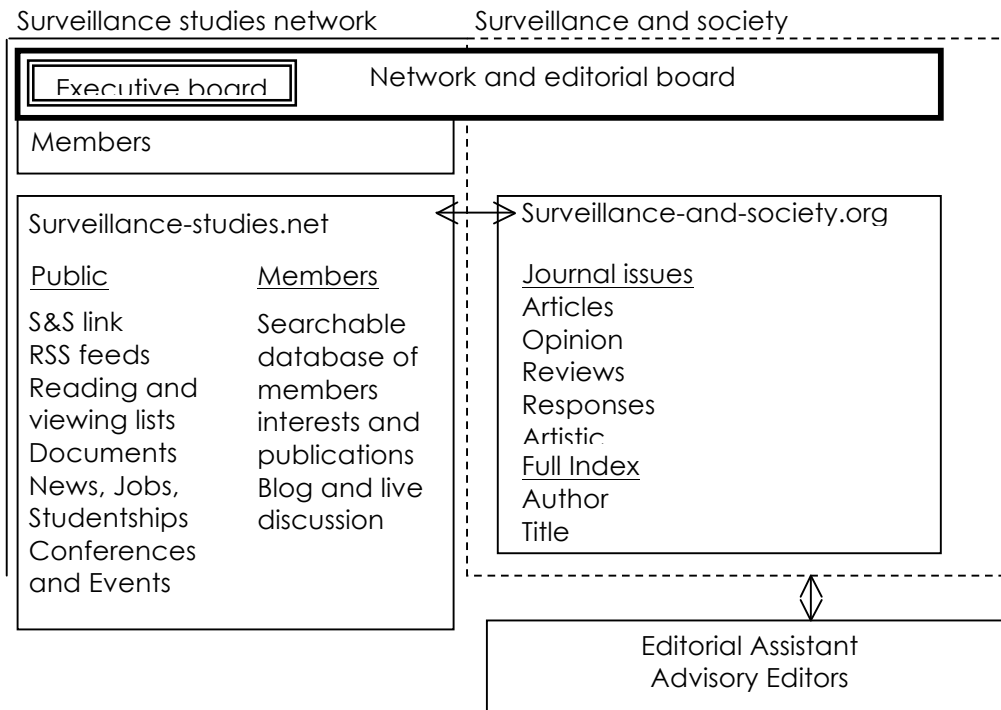


Figure 1: Governance structure of Surveillance Studies Network, incorporating our two websites Surveillance-Studies.net and Surveillance-and-Society.org

Currently, the Network and Editorial Board comprises 18 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 – although strategic issues related to funding (see Financial Review, below) meant that the two new NEB members appointed this year were both from Canadian universities. 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; 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.

It should be noted that at the time of the reporting date, discussions were underway to reform this structure, largely to introduce a greater degree of sharing of specific editorial tasks between members of the editorial board. However as the changes had neither been formally agreed nor had come into effect in reporting period, they will be detailed in next year's Annual Report.

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 2010 – 2011 concerned continuing to establish Surveillance Studies Network as an organization, which primarily involved:

- Raising awareness of Surveillance Studies Network
- Continued development surveillance-studies.net
- Continuing to publish Surveillance and Society
- Awards and Prizes

There was no conference within the reporting period. The next SSN Conference will be held in April 2012.

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 also successfully completed 'An Update to a Report on the Surveillance Society' for the ICO, presented to Parliament by the Information Commissioner in November 2010.

The associated European research initiative, 'Living in Surveillance Societies' (LiSS) continues to thrive, and members of SSN are also at the heart of The New Transparency (NewT) initiative, based in Canada.

Continued development of surveillance-studies.net

The website is the main vehicle through which we promote our activities and events, and now serves as a networking hub and resource base for our members. Work on the website was completed this year. Members may join Surveillance Studies Network online and make donations through it and membership can now be managed through our website. The site's function and appearance have been markedly improved with the addition of many resources (general and specific reading lists, a surveillance movie page etc.) and the site continues to feature 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.

The journal is now indexed 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 ProQuest (CSA). 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 seven issues of Surveillance and Society have been published, on the following themes:

- Surveillance, Performance and New Media Art 7(2)
- Surveillance, Children and Childhood (double issue) 7(3/4)
- Open Issue 8(1)
- Surveillance and Empowerment 8(2)
- Marketing, Consumption and Surveillance 8(3)
- Open Issue 8(4)

A much increased total of 34 journal articles, 6 review articles, 5 opinion pieces, 6 artistic presentations, 1 interview and 21 book reviews have been published in the current reporting period. These included a special discussion section on Privacy in 8(4). There was also addition material associated with 7(2) published through our gallery at Flickr and our webTV channel at Blip.tv.

Awards and Prizes

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
- SSSS global surveillance studies scholar awards
- Annual paper prize
- Surveillance Studies Book Prize

Small grants are now available, on an ad hoc basis, although none were awarded in the current reporting year.

Up to four annual paper prizes can be awarded to the best papers published by Early Career Researchers in Surveillance & Society. The result of the Annual Paper Prize for this reporting period is not yet available.

The SSN Global Surveillance Studies Scholar award was not granted in 2010-11 as there was no Surveillance Studies Summer Seminar. The next SSSS was held in May 2011 and the award will be reported on in the next Annual Report.

The Board agreed to introduce a new prize was introduced in this reporting period: the Surveillance Studies Annual Book Prize. This is awarded every year in April for the best monograph on surveillance published in the preceding calendar year. The jury for 2011 (for monographs published in 2010) was convened by the Book Review Editor and comprised him and two members of the Advisory Board. A 7-book shortlist was made and the award was eventually given to Torin Monahan (Vanderbilt University, USA) for *Surveillance in the Time of Insecurity* (Rutgers University Press).

Financial Review

During the fifth year of operation for Surveillance Studies Network, long term viability was a topic of serious discussion for the Board. The outcome of these discussions are noted below.

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. With this being a non-conference year, membership fees were the only other main source of funding. These funds are primarily to be used to cover support costs. The extra income from past conferences, royalties and copyright still enables 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. It was noted in the Annual Report for 2009-10 that “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”. With the everyday Surveillance & Society management now undertaken in Canada, and with 1/3 of the board members based in Canadian universities, in this reporting period, the journal now qualified for funding from the Canadian Social Science and Humanities Research Council (SSHRC) Award for Scholarly Journals, which provides 3 years of core funding for editorial, distribution and publicity. With the deadline for application in mid-2011, it was thus agreed that an application would be made by the Managing Editor for this funding.

The Financial Statements

Statement of Financial Activities for the year ended 30th April 2011

	Note	Year ended 30-Apr-11 General Funds £	Restricted Funds £	2011 Total £	2010 Total £
INCOMING RESOURCES					
Voluntary income	2(a)	2,851	-	2,851	2,241
Investment Income	2(b)	12	-	12	-
Activities for generating funds	2(c)	-	-	-	-
Charitable activities	2(d)	-	-	-	9,847
Other income	2(e)	-	-	-	7
TOTAL INCOMING RESOURCES		2,863	-	2,863	12,095
RESOURCES EXPENDED					
Cost of generating funds					
Cost of generating Voluntary funds	3(a)	2,067	-	2,067	1,752
Commercial activities	3(b)	-	-	-	-
Charitable Activities	3(c)	400	-	400	5,104
Governance cost	3(d)	76	-	76	446
TOTAL RESOURCES EXPENDED		2,543	-	2,543	7,302
NET (OUTGOING)/INCOMING RESOURCES		320	-	320	4,793
Transfer between funds	7	-	-	-	-
Gains/(losses) on Investments					
Unrealised gains/(losses)		-	-	-	
NET MOVEMENT IN FUNDS		320	-	320	4,793
Funds brought forward as at 1 May 2010		10,149	-	10,149	5,356
Funds carried forward at 30th April 2011		10,469	-	10,469	10,149

All amounts relate to continuing operations. All gains and losses recognised in the year are included above.

Balance Sheet as at 30th April 2011

	Notes	As at 30-Apr- 11	As at 30-Apr-10
CURRENT ASSETS			
Debtor and Prepayments	5		9,847
Cash at Bank and in Hand		10,958	3,252
		10,958	13,099
CREDITORS: Amounts falling due within one year			
	6	489	2,950
NET CURRENT ASSETS		10,469	10,149
NET ASSETS		10,469	10,149
Financed by:			
Restricted Fund	7	-	-
Unrestricted Funds	7	10,469	10,149
		10,469	10,149

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.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the board of Trustees on

Trustee

Trustee

**SURVEILLANCE STUDIES NETWORK
NOTES TO THE ACCOUNTS
YEAR ENDED 30TH APRIL 2011**

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

**SURVEILLANCE STUDIES NETWORK
NOTES TO THE ACCOUNTS
YEAR ENDED 30TH APRIL
2011**

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Year ended 30-Apr-11 Unrestricted £	Restricted £	Total 2011 £	Total 2010 £
Note 2 Incoming Resources					
Voluntary income	(a)				
Membership		599		599	522
Donated time		2,252	-	2,252	1,719
		2,851	-	2,851	2,241
Investment income	(b)				
Investment income		-	-	-	-
		-	-	-	-
Activities for Generating Funds	(c)				
Consultancy		-	-	-	-
Royalties		-	-	-	-
Publisher reproduction		-	-	-	-
		-	-	-	-
Charitable Activities	(d)				
SSN Conference membership		-	-	-	2,575
Conference income		-	-	-	4,772
Conference administration reimbursement		-	-	-	2,500
		-	-	-	9,847
Other Income	(e)				
Interest receivable		12	-	12	7
		12	-	12	7

**SURVEILLANCE STUDIES NETWORK
NOTES TO THE ACCOUNTS
YEAR ENDED 30TH APRIL 2011**

STATEMENT OF FINANCIAL ACTIVITIES CONTD

Note 3: Resources Expended	Note	Year ended 30-Apr-11		Total 2011	Total 2010
		Unrestricted £	Restricted £		
Cost of generating voluntary funds	(a)				
S&S site development		340	-	340	-
Membership site development		1,727	-	1,727	1,730
Paypal fees		-	-	-	22
		2,067	-	2,067	1,752
Cost of generating funds commercial activity	(b)				
		-	-	-	-
Charitable Activities	(c)				
Internet		80	-	80	85
Editor		-	-	-	1,719
Journal software		-	-	-	500
Conference costs		-	-	-	2,500
Grants made		320	-	320	300
		400	-	400	5,104
Governance costs	(d)				
Stationery and postage		11	-	11	11
Sundry		15	-	15	15
Accounts		50	-	50	420
		76	-	76	446

**SURVEILLANCE STUDIES NETWORK
NOTES TO THE ACCOUNTS
YEAR ENDED 30TH APRIL 2011**

CONTD

4 Trustees remuneration and expenses

No remuneration was paid to trustees or persons associated with them

5 Debtors

	2011	2010
Trade debtors	-	-
Amounts owed from associated undertaking	-	2,575
Other Debtors	-	7,272
Prepayments & accrued income	-	-
Total Debtors and Prepayment	-	9,847

6 Creditors

	2011	2010
Amount falling due within one year:		
Trade Creditors	-	2,230
Amounts owed to associated undertaking	489	300
Other creditors	-	-
Accruals & deferred income	-	420
Net current Liabilities	489	2,950

7 Movement on Funds

	01-May-10	Movement in Funds		Loss on Investments	Transfer Between Funds	Balance 30-Apr 2011
		Income	Expenditure	£	£	£
Unrestricted Funds	10,149	2,863	(2,543)	-	-	10,469
Restricted Fund	-	-	-	-	-	-
TOTAL FUNDS	10,149	2,863	(2,543)	-	-	10,469

Restricted funds

There are no restricted funds

8 Analysis of net Assets

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-
Investments	-	-	-
Cash	10,958	-	10,958
Other net current (liabilities)/assets	(489)	-	(489)
	10,469	-	10,469