



**(a company limited by guarantee)**

**Accounts for the 12 months ended 31<sup>st</sup> December 2008**

**(Registered Company Number: 4483425)**

**(Registered Charity Number: 1098169)**

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# QualDat

## Registered Office and Advisors

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### **REGISTERED OFFICE**

QualDat  
Progress House  
Westwood Way  
Coventry  
West Midlands  
CV4 8JQ

### **PRINCIPAL ADDRESS**

Devas Street  
Manchester  
M15 6EX

### **ADVISORS**

#### **Solicitors**

Eversheds  
Kett House  
1 Station Road  
Cambridge  
CB1 2JY

#### **Bankers**

National Westminster Bank plc  
PO Box 83  
Tavistock Square  
London  
WC1H 9XA

#### **Auditors**

PKF(UK) LLP  
Sovereign House  
Queen Street  
Manchester  
M2 5HR

#### **Company Secretary**

Mrs Susan Knight

# QualDat

## Directors' Report and Accounts

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### Introduction

The Directors, who are also QualDat Trustees, present their annual report, together with the accounts and auditors' report, for the 12 months ended 31<sup>st</sup> December 2008.

QualDat is a charitable company limited by guarantee, with no share capital, incorporated on 11<sup>th</sup> July 2002, and registered as a charity on 24<sup>th</sup> June 2003. Its company registration number is 4483425 and its charity registration number is 1098169. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under these Articles, the Board shall consist of the Chief Executives and another nominee from each of the Founder members. Each nominating Chief Executive may, at any time, remove and replace his or her nominee from office.

### Charitable Objects

QualDat's Charitable Objectives are to design, build, test, implement and operate through a joint venture vehicle, a system which will provide a qualification service to each of the three parties involved; AQA, Edexcel and OCR. The core service will be the supply of a combined record to students evidencing all qualifications that have been awarded to them by any of the parties.

All QualDat activities therefore contribute towards these objectives and the Trustees have given due consideration to the Charity Commission published guidance on the operation of the Public Benefit requirement when deciding which activities to undertake.

### Principal Activities

Through the year QualDat has continued with its aim of building a joint qualifications database.

### Results

QualDat is funded by AQA, Edexcel and OCR in equal proportions. QualDat commenced operations on 1<sup>st</sup> April 2003 and total income for the twelve months ended 31 December 2008 was £32,250 (2007: £63,450) and interest receivable in the twelve months ended 31 December 2008 amounted to £494 (2007: £881).

### Reserves Policy

QualDat is a not for profit organisation. The surplus for the period was £9,901. The members of QualDat consider this result to be satisfactory. QualDat's aim is to break even or to make a small surplus each year as all the funding received is devoted to achieving its charitable aims. As it is supported by AQA, Edexcel and OCR, there is no need for QualDat to build up substantial reserves. In the opinion of the members of QualDat, the charity has achieved its objectives during the period. The directors of QualDat consider that QualDat's reserves constitute a single unrestricted fund.

### Risk Management

The directors of QualDat have assessed any risks associated with QualDat's activities and are involved with actively monitoring these risks.

### Future Developments

At the AGM held on the 5 May 2009 it was decided to dissolve QualDat. Minute 4 of the meeting noted that;

"As the purpose for which QualDat was set up has now been fulfilled and it no longer undertakes activities and makes no transactions, Directors agreed to its dissolution as a charity and a company and to seek removal from the registers. Any assets remaining shall be dealt with in accordance with the Memorandum and Articles of Association"

The Charities Commission was notified of this decision, and the bank accounts were closed after the remaining funds were redistributed to the contributors (see note 12 to the accounts).

# QualDat

## Directors' Report and Accounts

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### Employee Information

QualDat has no employees.

### Charitable Assets

The Directors are of the opinion that the charity's assets are available and adequate to fulfil the obligations of the charity.

### Corporate Governance

The Board of Directors of QualDat has ultimate responsibility for the company's activities.

### Related Parties

The charity has a close relationship with AQA, Edexcel and OCR, all of which nominate trustees and provide funding to enable the charity to carry out its charitable objectives. A summary of transactions with these parties is set out in note 11 to the financial statements.

### Directors

Dr M Cresswell (appointed 1/10/03)  
Mr M A Lovell (appointed 01/09/02)  
Mr P G Dawson (appointed 11/07/02)  
Mr G Watson (appointed 01/07/04)  
Mr L Pulsford (appointed 20/04/05)  
Mr J Jarvis (appointed 20/04/05)

### Provision of Information to Auditors

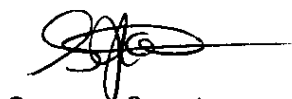
So far as each of the directors is aware at the time the report is approved:

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

### Basis of Preparation

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

### By order of the Board of Directors



Company Secretary

28 SEPTEMBER 2009

# QualDat

## Statement of Directors' Responsibilities

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The directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors are required to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity, including its income and expenditure, for that period. In preparing these financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# QualDat Audit Report

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## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF QUALDAT

We have audited the financial statements of QualDat for the year ended 31 December 2008 which comprise the statement of financial activities, the balance sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein.

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

### Respective responsibilities of trustees and auditors

The responsibilities of the trustees (who are also the directors of the company for the purposes of company law) for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom accounting standards ('United Kingdom Generally Accepted Accounting Practice') are set out in the statement of directors' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the directors' report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

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

### Basis of audit opinion

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

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

# QualDat Audit Report

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## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF QUALDAT

### Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at 31 December 2008 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the directors' report is consistent with the financial statements.

PKF(UK) LLP

PKF (UK) LLP

Registered Auditors

Manchester, UK

Date: 2 October 2009

# QualDat

## Statement of Financial Activities for the year ended 31 December 2008

		2008	2007
	Notes	£	£
<b>Incoming Resources</b>			
Income from Sponsors		0	45,000
Income from Learning Skills Council		32,250	18,450
Interest Received		494	881
Total Incoming Resources		<u>32,744</u>	<u>64,331</u>
<b>Resources Expended</b>			
Charitable expenditure:			
Costs of activities in furtherance of the charity's objects	3	20,000	146,844
Governance Costs	4	2,843	2,532
Total Resources Expended		<u>22,843</u>	<u>149,376</u>
<b>Net Movement in Funds</b>		9,901	(85,045)
Fund balances brought forward at 1 <sup>st</sup> January 2008		<u>15,068</u>	<u>100,113</u>
Fund balances carried forward at 31 <sup>st</sup> December 2008		<u><u>24,969</u></u>	<u><u>15,068</u></u>

All recognised gains and losses arising in the year are included in the above Statement of Financial Activities.

Net movement in funds represents the surplus for the year for Companies Act purposes. All funds are unrestricted.

The accompanying notes are an integral part of this statement.



# QualDat

## Balance Sheet as at 31 December 2008

		2008	2007
	Notes	£	£
<b>Current assets</b>			
Cash at bank and in hand		27,669	17,668
		<u>27,669</u>	<u>17,668</u>
Creditors – Amounts falling due within one year	8	<u>(2,700)</u>	<u>(2,600)</u>
<b>Net Current Assets</b>		24,969	15,068
<b>Net assets</b>		<u>24,969</u>	<u>15,068</u>
<b>Unrestricted Fund</b>	9	24,969	15,068

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved and authorised for issue by the board and signed on its behalf on 28 SEPTEMBER 2009

Director

Director

# Notes to the Accounts

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## NOTES TO THE ACCOUNTS

### 1. Accounting Policies

#### (a) *Accounting Convention*

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), the Companies Act 1985 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

As disclosed in note 12 the company will be voluntarily wound up in 2009, the financial statements have been prepared on a realisation basis. The directors do not consider this change in basis to have any impact on the financial statements.

#### (b) *Income from Sponsors*

Income from Sponsors represents funding received in relation to support of the charity's activities and is included in the Statement of Financial Activities in the period in which the funding was requested. Other income includes bank interest.

#### (d) *Income from Learning Skills Council*

Income from the Learning Skills Council represents amounts receivable for services provided.

#### (e) *Resources Expended*

##### (i) Costs of activities in furtherance of the charity's objects

Costs of activities in furtherance of the charity's objects represents expenditure incurred in setting up the QualDat database. This includes the cost of licences, software and development.

##### (ii) Governance Costs

Governance costs represent legal fees and external audit expenses.

#### (f) *Systems Development*

The costs of developing new systems and related computer software are charged to the Statement of Financial Activities in the period in which the expenditure is incurred.

#### (g) *Value Added Tax*

The majority of QualDat's supplies are exempt for VAT purposes. As a result QualDat is only able to recover a small percentage of its input tax. The amount not recoverable is charged in the Statement of Financial Activities under the appropriate expense category.

### 2. QualDat Board of Directors

The Directors, who are also the Trustees, receive no remuneration for services to QualDat.

# Notes to the Accounts

## 3. Costs of Activities in Furtherance of the Charity's Objects

	2008	2007
Development work & software costs	20,000	146,844
	<u>20,000</u>	<u>146,844</u>
	2008	2007
	£	£

## 4. Governance Costs

Legal and professional expenses	2,843	2,532
	<u>2,843</u>	<u>2,532</u>

Administration is carried out by staff at the three supporting bodies at no charge to QualDat.

## 5. Taxation

QualDat is a charity and therefore claims exemption from corporation tax.

## 6. Net Outgoing Resources

	2008	2007
Net outgoing resources are arrived at after charging:		
Auditors' remuneration:		
audit fee	2,700	2,600
other fees	Nil	Nil

## 7. Staff Costs

QualDat has no employees and no staffing costs.	Nil	Nil
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# Notes to the Accounts

## 8. Creditors: Amounts falling due within one year

	2008	2007
Accruals and deferred income	2,700	2,600
	<u>2,700</u>	<u>2,600</u>

## 9. Unrestricted Fund

	Accumulated Fund
	£
Balance at 1 <sup>st</sup> January 2008	15,068
Net incoming resources	9,901
	<u>24,969</u>
Balance at 31 <sup>st</sup> December 2008	<u>24,969</u>

The Directors consider that QualDat's reserves constitute a single unrestricted fund.

## 10. Reconciliation of movements in funds

	2008	2007
	£	£
Opening funds	15,068	100,113
Net movement in funds in the financial year	9,901	(85,045)
	<u>24,969</u>	<u>15,068</u>
Closing funds	<u>24,969</u>	<u>15,068</u>

## 11. Related Parties

The charity has a close relationship with AQA, Edexcel and OCR, and all of which nominate directors and provide funding to enable the charity to carry out its charitable objectives. The following is a summary of transactions with those entities:

Revenue funding	2008	2007
	£	£
AQA	0	15,000
Edexcel	0	15,000
OCR	0	15,000
	<u>0</u>	<u>45,000</u>

# Notes to the Accounts

Payments	2008 £	2007 £
OCR	20,000	0
	<hr/>	<hr/>
	20,000	0
	<hr/>	<hr/>

## 12. Post Balance Sheet Events

At the AGM held on the 5 May 2009 it was decided to dissolve Qualdat.

Minute 4 of the meeting noted that;

"As the purpose for which QualDat was set up has now been fulfilled and it no longer undertakes activities and makes no transactions, Directors agreed to its dissolution as a charity and a company and to seek removal from the registers. Any assets remaining shall be dealt with in accordance with the Memorandum and Articles of Association"

The Charities Commission was notified of this decision, and the bank accounts were closed after the remaining funds were redistributed to the contributors as follows;

	£
Final Cash at Bank (after interest, bank charges and audit fees)	24,966
Payments to;	
Edexcel	(8,322)
OCR	(8,322)
AQA	(8,322)
Cash at Bank at 2 July 2009 (accounts closed)	0