

Charity Number 1117449

Company Number 5794137



SSN
SURVEILLANCE
STUDIES
NETWORK

***Report and Financial Statements
For the year ended 30 April 2017***

***Charity Number 1117449
Company Number 5794137***

***Surveillance Studies Network
Report and Financial Statements for the year ended 30 April 2015***

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***Surveillance Studies Network
Report and Financial Statements for the year ended 30 April 2015***

The Directors present their report and independently examined financial statements for the year ended 30 April 2015.

Reference and administrative information

Charity Name: Surveillance Studies Network

Charity Registration Number: 1117449

Company Registration Number: 5794137

Registered Office: 60 Leyspring Road, London, UK, E11 3BX

Board of Directors

Professor Pete Fussey (appointed June 2015)

Professor Torin Monahan (appointed June 2015)

Dr Emmeline Taylor (appointed May 2017)

Professor Dean Wilson Treasurer (appointed January 2011)

Dr Nilz Zurawski (appointed January 2012)

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

DIRECTORS' REPORT 2016-17

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 & 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. 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. Four elected directors were in post during the reporting period: Dr Nils Zurawski, Professor Torin Monahan, Professor Dean Wilson and Professor Pete Fussey. An election process was initiated during the reporting period with ballots cast after this financial year had concluded. Dr Emmeline Taylor from City, University of London was successful in being elected co-director.

Director induction and training

Every director is familiar with the practical work of Surveillance Studies Network. 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. Impending changes in the composition of SSN directorship led to the organisation of induction and refresher training for all directors which was delivered during June 2015. This training covered aspects of legal and financial matters, charity governance and core director roles and responsibilities.

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, criminology, law, 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.

Future financial stability remains a point of concern. At present the principal forms of income are the ongoing grant from the Canadian Social Sciences and Humanities Research Council for the journal, licensing, member subscriptions and, most significantly, registrations for the biennial SSN conference and licensing.

Becoming a charitable company is itself a risk management strategy for the journal and its editors in two significant ways. First, it affords 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 broad 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 biennial 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 & 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
- Member discount with Routledge Publishing House
- Optional entry onto a list of media experts

The Executive Board, which is constituted by its four directors that includes a director-treasurer. These individuals collectively deal with overall matters of governance and policy relating to the charitable company and govern the charitable company.

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.

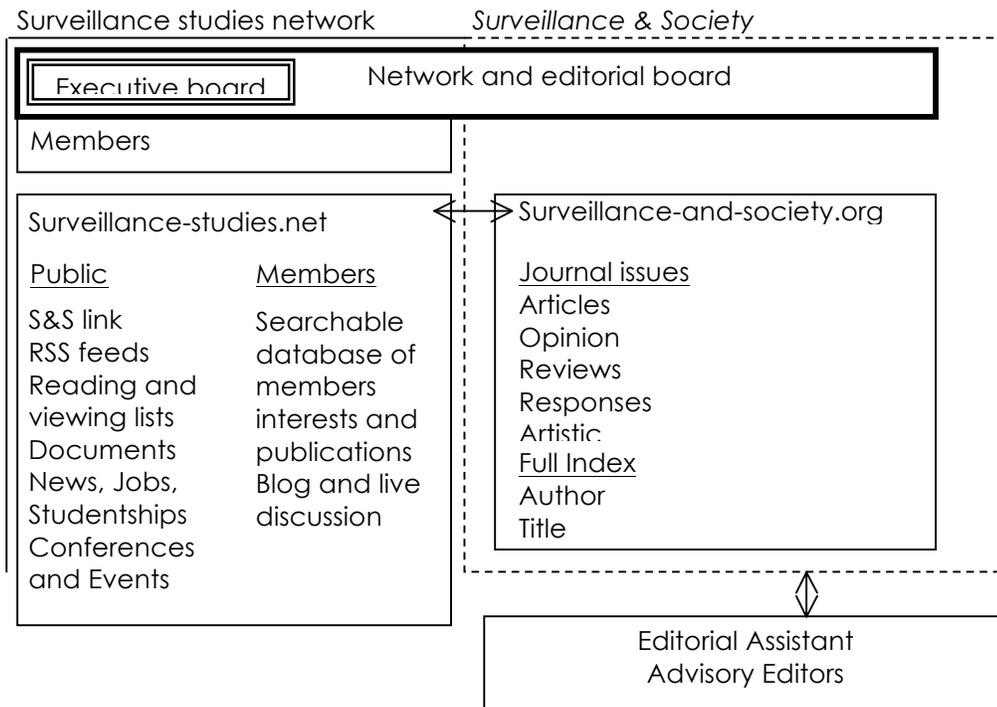


Figure 1: Governance structure of Surveillance Studies Network, incorporating our two websites Surveillance-Studies.net and Surveillance-and-Society.org

During most of 2016-2017 the Network and Editorial Board progressed through a number of changes. Terms of appointment concluded for Laura Huey (UWO), Randy Lippert (Windsor), Shoshana Magnet (Ottawa) and Graham Sewell (Melbourne). SSN thanks these members for their service. Randy Lippert's departure also leaves a vacancy for a Debates Editor, for which a replacement is being sought currently. In their place, we welcome the following new members to the board: Jason Pridmore (Erasmus University, Rotterdam), Joshua Reeves (Oregon) and Jennifer Whitson (Waterloo). These appointments are made for an initial period of three years. This means the Network and Editorial Board continues to operate at near-full capacity with 21 members.

Several changes to the structure and governance of the journal were put in place during 2016-7. These were designed to both optimise the management of, and administer the increasing workload associated with, the growth of the journal. The cohort of Associate Editors was expanded to institute faster triaging and reviewing of submissions and now comprises Jason Pridmore, Joshua Reeves, William G. Staples, Valerie Steeves, Jennifer R. Whitson and Dean Jonathon Wilson. Most significantly, the Editor in Chief role was split to create two new posts, Editor in Chief (Production) and Editor in Chief (Finance). This was developed with the intention of replacing most, expanding others and sharing some of the roles head by David Murakami Wood, who has stewarded the journal since its foundation. Torin Monahan was elected new Editor in Chief (Production) and his appointment commenced in May 2017, outside of the reporting period. David Murakami Wood retains several duties as Editor in Chief (Finance). SSN expresses sincere gratitude to David Murakami Wood for his enormous contribution to the journal since its inception in 2000 and first publication in 2002.

The Book Review Editor role has also been reorganised into two roles to reflect the increasing workload associated with the post. The journal has now appointed a Book Review Editor (Americas and Australasia), Kevin Walby, and Book Review Editor (Europe, Africa and Asia), Anders Albrechtslund.

The editorial board aims to represent as many areas of the world, and cut across as many disciplines and areas of expertise relevant to surveillance studies, as possible. Disciplines currently represented are: Sociology; Human Geography; Criminology; Urban Studies; Law; Science and Technology Studies; Organization Studies; Political Science; Media and Communication Studies; Cultural Studies; Gender Studies. The geographic regions represented are: Canada; Europe, the US, Australasia and Brazil.

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
- Awards committees
- Biennial conference organising committee
- Debates editor
- Associate Editors of the journal, formally appointed from the Network and Editorial Board, to take a more active role in journal production activities

At present, the only selection criteria for NEB membership are that the editorial board member has a record of scholarly research and publication in Surveillance Studies and has strong collegial values. We are seeking to revise the appointment process during 2017-18 with plans to institute a process to gain nominations from a wider pool of candidates and for nominees to articulate their clear contributions due to be discussed. Everyone's contributions to the organization are on a purely voluntary basis. The network and editorial board is supported by an editorial assistant, whose time is currently being paid for by an eJournal grant from the Social Sciences and Humanities Research Council of 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 & Society*' and other online resources devoted to the publication of communications which advance knowledge concerning the study of *Surveillance & Society*.

The trustees (Pete Fussey, Torin Monahan, Emmeline Taylor, Dean Jonathan Wilson and Nilz Zurawski) 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 2016 – 2017 concerned maintenance of the Surveillance Studies Network in accordance with its charitable objectives above, which primarily involved:

- Ensuring continuation of funding by planning, running and hosting our biennial conference;
- Continued development of SSN communications ;
- Continuing to publish *Surveillance & Society*;
- Awards and Prizes for both established authors and junior scholars.

Achievements and Performance

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

Ensuring continuation of funding by running our biannual conference

The Surveillance Studies Network/*Surveillance & Society* biannual conference is the main way to raise funds for two reasons. The first is that it enables members to join the organization, and the second is that a portion of the profits generated by the conference are donated to the organization. During the reporting period Surveillance Studies Network directors and members engaged in three main activities aimed at ensuring the continued success of this event.

- Pete Fussey undertook a review of the 2016 conference through consultation with organisers from both the hosts and SSN members on the organising committee. This identified a number of areas where action would contribute to effective planning and a high standard of professionalism for future events. Action has been taken with respect to these findings and visible markers of planning progress have been instituted to ensure the continued success of future biennial conferences.
- In his capacity as Treasurer, Dean Jonathan Wilson worked to ensure conference revenues were collected and transferred into Surveillance Studies Network accounts (see Financial Statements below).
- A tendering process was initiated to select the host of the 8th Biennial Surveillance and Society Conference, to be held during 2018. This was accompanied by a clarified selection process that included: the constitution of a selection panel, advance definition of selection criteria, review of applications and a two-stage selection process involving an initial cut and then a second vote in a run-off between the two proposals deemed strongest. Demonstrating the international appeal of this event, applications were received from Aarhus (Denmark), Aberdeen (UK), Barcelona (Spain), Berlin (Germany), Gauteng (South Africa). Particularly strong proposals were received from Berlin and Aarhus with the latter selected in the final vote. The 8th Biennial Surveillance and Society Conference will be themed “Surveillance Beyond Borders and Boundaries” and will take place 7-9 June 2018. The conference Organising Committee is comprised of

Peter Fussey (University of Essex) (chair), Anders Albrechtslund (Aarhus University), Kristin Veel (University of Copenhagen), Ask Risom Bøge (Aarhus University), Kasper Ostrowski (Aarhus University), Emmeline Taylor (City, University of London), Megan Wood (University of North Carolina), Alana Saulnier (University of Illinois at Chicago), David Murakami Wood (Queen's University); Valerie Steeves (University of Ottawa), Jason Pridmore (Erasmus University), Rosamunde Van Brakel (Vrije Universiteit Brussel), Nils Zurawski (University of Hamburg), Dean Wilson (University of Sussex).

The conference yielded substantial revenue for SSN via its share of the delegate fees and the recruitment of new networks memberships (see summary of accounts below) and remains vital for the financial sustainability of SSN.

Communication activities

The website is the main vehicle through which we promote our activities and events, and is being developed on an ongoing basis to serve as a networking hub and resource base for our members. The website www.surveillance-studies.net is running well and is stable, and has been established as the charitable company's digital presence. It is updated regularly and primarily features announcements regarding upcoming conferences, relevant employment opportunities and the activities of SSN. Sub-sections of the website are updated on a rolling basis – including a reading list, a film list, and other information relevant to these. The Twitter account, initiated by Rosamunde van Brakel and linked to the site (<http://twitter.com/SurvStudiesNet>) continues to be managed by Megan Wood and has over 1500 followers. There are ambitions to extend the communication of SSN in the future, particularly to our membership but also to the broader public. The website runs on the latest version of Wordpress. There are ongoing plans for improving the website's functionalities, which are increasingly possible due to improvements in the Wordpress software, and technological developments more generally.

Surveillance Studies Network Arts Fund

A new Surveillance Studies Network Arts Fund was approved at the AGM during 2016-17. This is intended to fulfil our charitable objectives by supporting a wider range of mediums to promote learning, intellectual engagement with, and the sharing of knowledge about surveillance. In this initial phase, the Surveillance Studies Network approved £1,000 per year for the Fund. It was decided to combine this to £2,000 every two years to coincide with the biennial conference and achieve a bigger sum enabling more ambitious works for the awarded artist.

Continuing to publish Surveillance & Society

Publication of the journal Surveillance and Society is the main way that we pursue our charitable objectives. We aim to publish four issues per calendar year. This is the seventh 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.

The journal continues to be supported by the Canadian Social Sciences and Humanities Research Council (SSHRC) following David Murakami Wood's successful bid to the 2014 Aid to Scholarly Journals competition, which will result in a contribution of almost CAD\$30,000 per annum. This fund is primarily used to pay for the journal's Editorial Assistant, Sarah Cheung (succeeded by Maggie Franz in 2017-18), and also enable support for additional publicity work (and thus support the first objective outlined above).

Refereeing Process

Surveillance and Society accepts submissions in a number of formats:

- Full length peer reviewed article (8000 words)
- Opinion and debate pieces/research notes (3000 words)
- Review article (3000 words)
- Book reviews (1200 words)
- Presentations
- Artistic submissions (images, videos, poetry, performance pieces etc)
- Interviews

Our peer review process is of the highest standard. For each issue of Surveillance and Society, either the editor in chief, one of the Associate Editors, 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 assigned 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 recognize 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 summarizes the reviews for the authors, and prioritizes the most critical or important revisions.

Acceptance / Rejection rates

Crude acceptance / rejection rate (from initial submission): 60% / 40%

Acceptance / rejection rate of articles sent out for review: 75% / 25%

Articles accepted *without* revisions or resubmission required: 0%

What these figures mean:

Surveillance and Society operates a two-stage reviewing process. First editorial sorting takes place to remove any clearly unpublishable or inappropriate articles. Secondly, high quality double-blind peer reviewing occurs, which always results in suggested revisions or full resubmission. We almost never publish a piece as it is, or with only minor corrections. However, we also receive a relatively high quality of submissions in the first place.

Directories

Surveillance & Society is indexed by EBCSO, Thomson Reuters Emerging Sources, SocINDEX™ (and Academic Search™), both CSA Sociological Abstracts and CSA Worldwide Political Science Abstracts, Scopus, Google Scholar, the International Bibliography of Social Sciences (IBSS), and the Directory of Open Access Journals (DOAJ). The journal is also listed by the SocioSite, and OJS journals.

Content

In the current reporting year two issues of Surveillance and Society have been published, as follows:

- Vol 15 No 1 (2017). Race, Communities and Informers
- Vol 14 No 2 (2016). Surveillance and Performance

In these two issues, there were 34 published pieces:

- 17 peer-reviewed articles
- 13 book reviews
- 1 presentation
- 1 research note
- 2 editorials

Citation Metrics

Please note that metrics do not correlate exactly to the reporting year but refer to the calendar year. There is no way of calculating metrics for the reporting year.

Impact Factor (2017 preliminary)

1.54

(2016: 2.22; 2014: 1.38; 2013: 1.1; 2012: 1.2; 2011: 1.33; 2010: 1.11, 2009: 1.1 and 2008: 0.75)

1.54 puts the journal in with several other strong interdisciplinary social science journals in the general area, for example *Media, Culture and Society*.

What this means:

This impact factor was calculated using the same method used by Thompson Reuters, but based on Google Scholar figures: number of citations (in any peer-reviewed journal articles, in 2016) of peer-reviewed articles published by *Surveillance & Society* in the two previous years, 2014 and 2015, divided by the total number of peer-reviewed articles published by *Surveillance & Society* in those two years.

NB: It is worth noting that the outlier 2016 figure was mainly due to the exceptional number of citations for one particular article from 2014, Jose Van Dijk's piece on datafication.

h5-index: 18

The journal has a Google Scholar h5-index, which relates to the number of citations for articles published in the last 5 years, of 18, up from 15 in 2014 and 11 in 2012, and an h5-median of 19.

SJR: 0.79

The journal has a SCImago Journal Ranking (SJR) of 0.79 as of 2016 (last available figures), up from 0.54 in 2015.

This puts *Surveillance and Society* 11th out of 63 ranked journals in 'Safety Research' (just above *Armed Forces & Society*) (up from 13th in 2015), and 27th out of 138 ranked journal in 'Urban Studies' (up from 31st in 2015). We are ranked 821st (out of over 5300 ranked journals across all the Social Sciences) and 48th of Open Access journals in Social Science (out of 631, up from 131st in 2015).

*Scimago is based on data from Elsevier's Scopus.

Awards and Prizes

To further support the Surveillance Studies Network's charitable objectives the organisation funds a number of different activities. These include:

- Small grants
- Surveillance Studies Summer Seminar (SSSS) global surveillance studies scholar awards
- Surveillance & Society Annual Paper Prize
- SSN Surveillance Studies Book Prize
- Outstanding Scholar Award
- Surveillance Studies Network Arts Fund (see above)

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

Two annual paper prizes can be awarded to the best papers published by Early Career Researchers in *Surveillance & Society*.

Tobias Matzner. 2016. *Beyond data as representation: The performativity of Big Data in surveillance*. *Surveillance & Society* 14(2): 197-210.

Liisa A. Mäkinen. 2016. Surveillance on/off: Examining home surveillance systems from the user's perspective. *Surveillance & Society* 14(1): 59-77.

SSN Surveillance Studies Book Prize

The SSN Surveillance Studies Book Prize is awarded to monographs brought to press during the preceding year. The 2016 SSN Surveillance Book Prize was awarded to:

Simone Browne 2015. *Dark matters: On the surveillance of blackness*. Durham: Duke University Press.

Financial Review

The Surveillance Studies Network has successfully reached a modest though robust financial position over the course of the 2016/17 financial year. These resources are invaluable in facilitating SSN to pursue its charitable objectives.

Principal Funding Sources

All of the work undertaken for the charitable company by the directors and the editorial board of *Surveillance & Society* are on a voluntary basis. SSN has been very fortunate to secure, through the initiative of the Editor-In-Chief (Finance) of *Surveillance & Society*, David Murakami Wood, funding from the Canadian Social Sciences and Humanities Research Council to support the journal including the employment of an editorial assistant. The biennial conference continues to produce a profit, and membership fees and conference surplus remain the principal sources of funding for the Network. While this funding has previously been used primarily to cover support costs, SSN is now generating sufficient surplus to enable it to expand its activities – be that in newly evolving activities or the augmentation of existing ones. The modest extra income derived from royalties and copyright has enabled SSN to offer prizes, awards and research pump priming grants to members. The capacity to engage in such activities is now enhanced.

Investment Policy

For the first time since the inception of SSN, the reserves are sufficient to consider the development of an investment policy, which would potentially secure a more robust financial platform for the company to pursue its charitable objectives. The company is legally permitted to pursue investments – provided they are consistent with its charitable objectives – while maintaining tax exempt status on any profit generated as a result.

Reserves Policy

As the amount held by the charitable company in reserves has to date been small, the only policy currently is that they be held as a buffer in case of any unexpected start up and support costs. Given the growth of reserves, it may be advisable for the Board to consider the development of a clearer policy in relation to reserves.

Plans for future periods

The charitable company plans to continue its activities outlined above in future years subject to satisfactory funding arrangements. SSN continues to prioritise the production and dissemination of the journal as a key charitable objective. It is of fundamental importance that the journal remain free to access online and as such journal production remains core business for SSN and is likely to remain so in the forthcoming years. The current relative financial strength of SSN should also facilitate the further development of charitable objectives – including prizes, awards and public and membership communication and community building – in the upcoming period.

***The Financial Statements
For the Year Ended 30th April 2017***

Surveillance Studies Network
Statement of Financial Activities (including Income and Expenditure account)

Charity Number 1117449
 Company Number 3794137

	Notes	Unrestricted funds £	2016 £
Income and endowments from:			
Donations and legacies	2	2,126	2,334
Charitable activities	3	10,347	-
Investments	4	-	243
Total		12,473	2,577
Expenditure on:			
Charitable activities	5/6	(2,771)	(1,301)
Total		(2,771)	(1,301)
Net income		9,702	1,276
Reconciliation of funds			
Total funds brought forward		25,999	24,723
Total funds carried forward		35,701	25,999

**Surveillance Studies Network
Statement of Financial Position**

Charity Number 1117449
Company Number 5794137

	Notes	2017 £	2016 £
Current assets			
Cash at bank and in hand		35,838	27,106
		<u>35,838</u>	<u>27,106</u>
Creditors: amounts falling due within one year	10	(137)	(1,107)
Net current assets		<u>35,701</u>	<u>25,999</u>
Total assets less current liabilities		<u>35,701</u>	<u>25,999</u>
Net assets		<u>35,701</u>	<u>25,999</u>
The funds of the charity			
Unrestricted income funds	11	35,701	25,999
Total funds		<u>35,701</u>	<u>25,999</u>

For the year ended 30 April 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.