

Registration number: 05449042

# Council for Responsible Jewellery Practices Limited

trading as Responsible Jewellery Council

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2016

Critchleys LLP  
Registered Auditors  
Beaver House  
23-38 Hythe Bridge Street  
Oxford  
OX1 2EP

**Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

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## Council for Responsible Jewellery Practices Limited

trading as Responsible Jewellery Council

### Company Information

Directors who served during the year are as follows:

Director	Member	Appointed	Retired
Backaert, D	Bonas & Co	01-May-15	
Bonaparte, D	Jewellers of America Inc	01-Jan-13	05-Jun-16
Chaussepied, C	Piaget	15-May-14	
Ciabatti, I	Italpreziosi S.p.A	22-May-13	05-Jun-16
Colaiacovo, D	Eurocantera S.A. de C.V.	15-May-14	
De Quercize, S	Cartier	01-Jan-13	05-Jun-16
Di Roberto, M	BULGARI S.p.A	23-May-13	05-Jun-16
Dembreville JB	Baume & Mercier	05-Jun-16	
Drummond, L	Metalor Technologies SA	01-May-15	
Fischler, S	IDMA	01-May-15	
Grund, B	Van Cleef & Arpels	01-May-15	05-Jun-16
Goyal, A	MMTC-PAMP India Pvt Ltd	05-Jun-16	
Hanna, M	Richline Group Inc.	08-Sep-13	05-Jun-16
Hoerner, W	Argor-Heraeus SA	15-May-14	
Jenkins, M	Signet Jewelers Limited	16-Dec-05	
Jens, E	ABN AMRO BANK NV	30-Jun-16	
Jobanputra, S	Sequel Logistics PVT LTD	01-May-15	
Karakchiev, P	ALROSA Group	23-Nov-16	
Kelsall, H	Harriet Kelsall Jewellery Design Ltd	05-Jun-16	
Layton, S	The Birmingham Assay Office	15-May-14	
Lev, B	Gem Lab Services	15-May-14	
Lussier, S	De Beers Group	11-May-05	
Malek, B	Cartier	05-Jun-16	
Moran, L	Minera Yanaquihua S.A.C	15-May-14	23-Nov-16
Morsel, J	Dali Diamond Company NV	15-May-14	
Mueller-Schaefer, M	Heraeus Limited	23-Nov-16	
Neu, P	Charles Perroud SAS	15-May-14	
Pounds, J	Dominion Diamond Corporation	01-May-15	05-Jun-16
Pinet-Couq, B	Union Francaise de la BJOP	01-May-15	
Rawlinson, M	NAJ	14-Sep-15	
Rubins, S	Berker Bros Ltd	01-May-15	
Steinmetz, M	Leo Schachter Diamonds LLC	23-May-13	
Villain, O	Van Cleef & Arpels	05-Jun-16	
Zerouki, F	De Beers Group	23-May-13	

**Council for Responsible Jewellery Practices Limited**

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**Company Information (continued)**

Individuals listed as directors are statutory directors of the company and are appointed by the Council and members as their representative on the board of the Council for Responsible Jewellery Practices Limited. Alternates are not statutory officers of the company but are appointed by individual directors to temporarily act on their behalf in relation to the company's affairs when required.

<b>Alternates</b>	<b>Member</b>	<b>Appointed</b>	<b>Retired</b>
Malek, B	Cartier	1 November 2015	5 June 2016
Posnock, T	Jewelers of America	7 March 2015	5 June 2016

**Company secretary** M A Jenkins

**Registered office** 9 Whitehall  
First Floor Front  
London  
SW1A 2DD

**Auditors** Critchleys LLP  
Registered Auditors  
Beaver House  
23-38 Hythe Bridge Street  
Oxford  
OX1 2EP

**Council for Responsible Jewellery Practices Limited**

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**Directors' Report for the Year Ended 31 December 2016**

The directors present their report and the financial statements for the year ended 31 December 2016.

**Incorporation**

The company was incorporated on 11 May 2005.

**Principal activity**

The principal activity of the company is to promote responsible, ethical, social and environmental practices throughout the industry from mine to retail

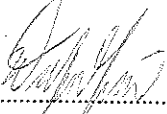
**Disclosure of information to the auditors**

The director has taken steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information. The director confirms that there is no relevant information that he knows of and of which he knows the auditors are unaware.

**Small companies provision statement**

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 11/05/17 and signed on its behalf by:

  
.....  
W Hoerner  
Chairman

## **Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

### **Statement of Directors' Responsibilities**

The directors acknowledge their responsibilities 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 have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless he is satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

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

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

**Independent Auditor's Report to the Members of Council for Responsible Jewellery Practices Limited**

We have audited the financial statements of Council for Responsible Jewellery Practices Limited for the year ended 31 December 2016, set out on pages 7 to 16. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 Section 1A 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditor**

As explained more fully in the Statement of Directors' Responsibilities (set out on page 4), the director is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors to the financial statements, including "APB Ethical Standard - Provisions Available for Small Entities (Revised)".

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

**Independent Auditor's Report to the Members of Council for Responsible Jewellery Practices Limited (continued)**

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

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

**Matters on which we are required to report by exception**

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

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



.....  
Andrew Rodzynski (Senior Statutory Auditor)  
For and on behalf of Critchleys LLP, Statutory Auditor

Beaver House  
23-38 Hythe Bridge Street  
Oxford  
OX1 2EP

Date: 23/06/17



**Council for Responsible Jewellery Practices Limited**

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**Income and Expenditure Account for the Year Ended 31 December 2016**

	Note	2016 £	(As restated) 2015 £
Income		1,766,162	1,268,418
Administrative expenses		<u>(1,192,147)</u>	<u>(1,007,872)</u>
Operating surplus		574,015	260,546
Other interest receivable and similar income		<u>1,230</u>	<u>367</u>
Surplus before tax	4	575,245	260,913
Taxation		<u>(246)</u>	<u>(73)</u>
Surplus for the financial year		<u><u>574,999</u></u>	<u><u>260,840</u></u>

The above results were derived from continuing operations.

The company has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 16 form an integral part of these financial statements.

**Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

**Statement of Comprehensive Income for the Year Ended 31 December 2016**

	Note	2016 £	(As restated) 2015 £
Surplus for the year		<u>574,999</u>	<u>260,840</u>
Total comprehensive income for the year		<u><u>574,999</u></u>	<u><u>260,840</u></u>

The notes on pages 10 to 16 form an integral part of these financial statements.

Council for Responsible Jewellery Practices Limited

trading as Responsible Jewellery Council

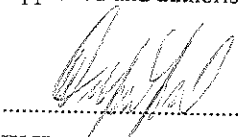
(Registration number: 05449042)

Balance Sheet as at 31 December 2016

		(As restated)	
	Note	2016 £	2015 £
<b>Fixed assets</b>			
Tangible assets	5	58,705	67,137
<b>Current assets</b>			
Debtors	6	122,327	68,474
Cash at bank and in hand		<u>1,741,401</u>	<u>752,806</u>
		1,863,728	821,280
<b>Creditors: Amounts falling due within one year</b>	7	<u>(724,481)</u>	<u>(265,464)</u>
<b>Net current assets</b>		<u>1,139,247</u>	<u>555,816</u>
<b>Net assets</b>		<u>1,197,952</u>	<u>622,953</u>
<b>Capital and reserves</b>			
Income and expenditure account		<u>1,197,952</u>	<u>622,953</u>
<b>Total equity</b>		<u>1,197,952</u>	<u>622,953</u>

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the director on 11/05/17

  
.....  
W Hoerner

Chairman

# Council for Responsible Jewellery Practices Limited

trading as Responsible Jewellery Council

## Notes to the Financial Statements for the Year Ended 31 December 2016

### 1 General information

The company is a company limited by guarantee incorporated in England.

The address of its registered office is:

9 Whitehall  
First Floor Front  
London  
SW1A 2DD

Authorised for issue date

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

#### Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### Income

Income, which excludes value added tax, represents the invoiced value of membership subscriptions and expenses recharged. Income is accounted for on an accruals basis.

#### Foreign currency transactions and balances

Income and expenditure account transactions in foreign currencies are translated into sterling at the exchange rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currency are translated into sterling at closing rates at the balance sheet date and the exchange differences are included in the income and expenditure account.

#### Tax

The company has received dispensation due to its accepted mutual status such that it is not liable for corporation tax on any operating surplus. However corporation tax is payable on bank interest received by the company.

#### Tangible assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

**Council for Responsible Jewellery Practices Limited**

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**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**2 Accounting policies (continued)**

**Depreciation**

Depreciation is charged so as to write off the cost of assets over their estimated useful lives, as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Computer equipment	4 years straight line basis
Office furniture and fittings	5 years straight line basis

**Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

**Defined contribution pension obligation**

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**Council for Responsible Jewellery Practices Limited**

trading as Responsible Jewellery Council

**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**3 Auditors' remuneration**

	2016 £	2015 £
Audit of the financial statements	<u>3,030</u>	<u>2,900</u>
<b>Other fees to auditors</b>		
All other non-audit services	<u>720</u>	<u>700</u>

**4 Profit before tax**

Arrived at after charging/(crediting)

	2016 £	2015 £
Depreciation expense	<u>20,427</u>	<u>20,009</u>

**5 Tangible assets**

	Office furniture and fittings £	Computer equipment £	Total £
<b>Cost or valuation</b>			
At 1 January 2016	109,050	14,520	123,570
Additions	<u>-</u>	<u>11,995</u>	<u>11,995</u>
At 31 December 2016	<u>109,050</u>	<u>26,515</u>	<u>135,565</u>
<b>Depreciation</b>			
At 1 January 2016	46,649	9,784	56,433
Charge for the year	<u>17,753</u>	<u>2,674</u>	<u>20,427</u>
At 31 December 2016	<u>64,402</u>	<u>12,458</u>	<u>76,860</u>
<b>Carrying amount</b>			
At 31 December 2016	<u>44,648</u>	<u>14,057</u>	<u>58,705</u>
At 31 December 2015	<u>62,401</u>	<u>4,736</u>	<u>67,137</u>

**Council for Responsible Jewellery Practices Limited**

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**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**6 Debtors**

	2016 £	2015 £
Trade debtors	62,421	23,024
Other debtors	59,906	45,450
	<u>122,327</u>	<u>68,474</u>

**7 Creditors**

		(As restated)
	2016 £	2015 £
<b>Due within one year</b>		
Deferred income	514,520	170,498
Trade creditors	40,141	16,581
Accrued expenses	166,751	70,634
Taxation and social security	3,069	7,751
	<u>724,481</u>	<u>265,464</u>

**8 Financial commitments, guarantees and contingencies**

As at 31 December 2016 the company had operating leases which expire within two and five years of £159,975 (2015 : £213,300).

Lease commitments due within one year £39,994 (2015: £53,325)

Lease commitments due between two and five years £ 119,981 (2015: £ 159,975)

**9 Related party transactions**

A gift to the value of £650 was made to the outgoing Chairman, C Chaussepied.

**Council for Responsible Jewellery Practices Limited**

trading as Responsible Jewellery Council

**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**10 Transition to FRS 102**

This is the first year that the Company has presented its financial statements in accordance with FRS 102 "The Financial Reporting Framework Applicable in the UK and Republic of Ireland" ("FRS 102"). For the financial years up to and including the year ended 31 December 2015, the Company prepared its financial statements in accordance with old UK GAAP.

**Balance Sheet at 1 January 2015**

	Note	As originally reported £	Reclassification £	Remeasurement £	As restated £
<b>Fixed assets</b>					
Tangible assets		81,959	-	-	81,959
<b>Current assets</b>					
Debtors		76,162	-	-	76,162
Cash at bank and in hand		513,049	-	-	513,049
		589,211	-	-	589,211
Creditors: Amounts falling due within one year	10.1	(303,622)	-	(5,436)	(309,058)
Net current assets/(liabilities)		285,589	-	(5,436)	280,153
Net assets/(liabilities)		367,548	-	(5,436)	362,112
<b>Capital and reserves</b>					
Income and expenditure account		367,548	-	(5,436)	362,112
Total equity		367,548	-	(5,436)	362,112



**Council for Responsible Jewellery Practices Limited**

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**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**10 Transition to FRS 102 (continued)**

**Balance Sheet at 31 December 2015**

	Note	As originally reported £	Reclassification £	Remeasurement £	As restated £
<b>Fixed assets</b>					
Tangible assets		67,137	-	-	67,137
<b>Current assets</b>					
Debtors		68,474	-	-	68,474
Cash at bank and in hand		<u>752,806</u>	<u>-</u>	<u>-</u>	<u>752,806</u>
		821,280	-	-	821,280
Creditors: Amounts falling due within one year	10.1	<u>(259,643)</u>	<u>-</u>	<u>(5,821)</u>	<u>(265,464)</u>
Net current assets/(liabilities)		<u>561,637</u>	<u>-</u>	<u>(5,821)</u>	<u>555,816</u>
Net assets/(liabilities)		<u><u>628,774</u></u>	<u><u>-</u></u>	<u><u>(5,821)</u></u>	<u><u>622,953</u></u>
<b>Capital and reserves</b>					
Income and expenditure account		<u>628,774</u>	<u>-</u>	<u>(5,821)</u>	<u>622,953</u>
Total equity		<u><u>628,774</u></u>	<u><u>-</u></u>	<u><u>(5,821)</u></u>	<u><u>622,953</u></u>

**Council for Responsible Jewellery Practices Limited**

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**Notes to the Financial Statements for the Year Ended 31 December 2016 (continued)**

**10 Transition to FRS 102 (continued)**

**Income and Expenditure Statement for the year ended 31 December 2015**

	Note	As originally reported £	Reclassification £	Remeasurement £	As restated £
Turnover		1,268,418	-	-	1,268,418
Administrative expenses	10.1	(1,007,486)	-	(386)	(1,007,872)
Operating surplus/(deficit)		260,932	-	(386)	260,546
Other interest receivable and similar income		367	-	-	367
		367	-	-	367
Surplus/(deficit) before tax		261,299	-	(386)	260,913
Taxation		(73)	-	-	(73)
Surplus/(deficit) for the financial year		261,226	-	(386)	260,840

**10.1 Holiday pay accrual**

Previously no accrual was made for unused staff holiday carried forward at the year end. This has been included in the restated accounts. The accrual at 31 December 2015 was £5,821 (1 January 2015: £5,436).

**Council for Responsible Jewellery Practices Limited**

trading as Responsible Jewellery Council

**Detailed Income and Expenditure Account for the Year Ended 31 December 2016**

	2016 £	2015 £
Income (analysed following sheet)	<u>1,766,162</u>	<u>1,268,418</u>
Administrative expenses		
Employment Costs (analysed following sheet)	<u>(771,611)</u>	<u>(653,282)</u>
General administrative expenses (analysed following sheet)	<u>(400,109)</u>	<u>(334,581)</u>
Depreciation costs (analysed following sheet)	<u>(20,427)</u>	<u>(20,009)</u>
Other interest receivable and similar income	<u>1,230</u>	<u>367</u>
Surplus before tax	<u>575,245</u>	<u>260,913</u>

**Council for Responsible Jewellery Practices Limited**

**trading as Responsible Jewellery Council**

**Detailed Income and Expenditure Account for the Year Ended 31 December 2016  
(continued)**

	2016 £	2015 £
<b>Income</b>		
Membership income	1,734,682	1,126,006
Auditor accreditation	17,300	43,537
Supporters	14,180	13,875
Sponsorship and donations	-	85,000
	<u>1,766,162</u>	<u>1,268,418</u>
<b>Employment costs</b>		
Wages and salaries	663,850	571,253
Staff NIC (Employers)	48,720	31,545
Staff pensions (Defined contribution)	59,041	50,484
	<u>771,611</u>	<u>653,282</u>
<b>General administrative costs</b>		
Office expenses	111,044	116,358
Communications and PR services	19,892	30,293
IT costs	22,366	19,496
General project implementation and management	130,056	54,378
Directors insurance	10,232	10,523
Staff travel & other expenses	125,971	76,314
Auditor's remuneration	3,030	2,900
Auditors' remuneration - non audit work	720	700
Legal services	1,814	8,074
Tax and company secretarial services	17,902	16,618
Foreign currency (gains)/losses	(42,918)	(1,073)
	<u>400,109</u>	<u>334,581</u>
<b>Depreciation costs</b>		
Depreciation of office furniture and fittings	17,753	17,468
Depreciation of computer equipment	2,674	2,541
	<u>20,427</u>	<u>20,009</u>
<b>Other interest receivable and similar income</b>		
Bank interest receivable	1,230	367