

Company Registration No. 00596820 (England and Wales)

Registered Charity No. 313015

**THE WIENER LIBRARY INSTITUTE OF
CONTEMPORARY HISTORY**
(A COMPANY LIMITED BY GUARANTEE)

FINANCIAL STATEMENTS

31 DECEMBER 2013

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2013

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THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

OFFICERS AND PROFESSIONAL ADVISERS

Members of the Board

A Spiro - Chairman
Dr C Boswell
F Harding
E Kane
D Lewis
D Rauch
E Schmidt
Professor P Spencer
Andreas Wesemann

Members of the Council

(listed on page 4)

Director

B Barkow

Company Secretary

C Patel

Principal address &

29 Russell Square

Registered office

London, WC1B 5DP

Auditor

haysmacintyre
26 Red Lion Square
London WC1R 4AG

Banks

Lloyds Bank
Langham Place Branch
PO Box 1000
London, BX1 1LT

Deutsche Bank AG
Königsallee 45/47
40189 Düsseldorf, Germany

Solicitors

IBB Solicitors
Capital Court
30 Windsor Street
Uxbridge
Middlesex UB8 1AB

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

The Board presents its report and financial statements for the year ended 31 December 2013. The financial statements have been prepared in accordance with current statutory requirements, the charity's governing instrument, and the Statement of Recommended Practice 2005, Accounting and Reporting by Charities.

Structure, governance and management

The Wiener Library Institute of Contemporary History ("the Library") is a charitable company limited by guarantee. It is a registered charity, which is governed by its Memorandum and Articles of Association. It was incorporated in 1958 and last changed its constitution in 2006.

The Board of the Library comprises its trustees (who are also the directors of the company for the purposes of company law) who are appointed by the Council of the Library and serve for three years after which period they may put themselves forward for re-appointment. The Board keeps the skill requirements of its members under review and may appoint a person as a trustee either to fill a vacancy or as an additional trustee. New trustees may be sought by open advertisement or through a dialogue with existing supporters of the Library. A trustee so appointed shall hold office only until the next annual general meeting, when they will need to be re-appointed by the Council. The Articles of Association provide for a minimum of three trustees and a maximum of ten trustees. Newly appointed trustees receive an induction pack, including the charity's governing document and a briefing document describing the legal status, role and responsibilities of trustees. They are invited to visit the Library for further informal briefings by the Director and staff.

The Board is responsible for setting overall policy. The members of the Board elect the Chairman and appoint the Director. The Director is responsible to the Board, through the Chairman, for the day-to-day management of the Library. The members of the Board who have served during the year and since the year end are set out below.

The Council, which meets at least once a year, is responsible for electing (and removing) the trustees. Council members do not have the legal responsibility and liability of trustees but as members of the Council are integral to the continuing success of the Library.

Members of the Board

The members of the Board ("trustees") throughout the year are shown below. There were five Board meetings during the year and the figures in brackets indicate the number of meetings each trustee attended:

A Spiro (5) - Chairman

Dr C Boswell (5)

F Harding (4)

E Kane (3)

D Lewis (5)

D Rauch (4)

E Schmidt (2)

Professor P Spencer (5)

Andreas Wesemann (3) – Appointed 16 July 2013

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Structure, governance and management (*continued*)

We are pleased to welcome Andreas Wesemann who brings with him a wealth of experience. He is a partner at Ashcombe Advisers providing corporate finance advice to clients within the UK and overseas. He started his career at ING Barings and Citigroup where he focused on bank restructurings in Asia and Mergers & Acquisitions in the US. He is founder and chairman of Hackney New School, a free school in London.

Election of trustees

At every Annual General Meeting one-third of the trustees for the time being or, if their number is not three or a multiple of three, the whole number nearest to one third shall retire from office. The retiring trustees are:

E Schmidt

P Spencer

and being eligible offer themselves for re-election at the Annual General Meeting of the Library to be held on 23 September 2014. Andreas Wesemann will also stand for re-election as he was appointed since the last Annual General Meeting.

Patrons

We have brought together a small group of Patrons with a close interest in the Library's work, who assist the Library in raising its profile. Patrons advise and assist the Library in broadening its network of contacts. This could include from time to time effecting introductions and participating in or hosting fundraising events on behalf of the Library. Patrons hold an honorary position and therefore there is no reporting or disclosure requirement.

We have been extremely fortunate in creating a group of Patrons from diverse backgrounds with a wide range of different skills. Our Patrons are most helpful and constructive and we much appreciate the time and trouble they are taking to assist the Library. Our Patrons as at 1 June 2014, are:

Dr Yossi Beilin

Jonathan Caplan QC

Mick Davis

The Lord Finkelstein OBE

The Rt Hon Margaret Hodge MP

Shahid Malik

Dr Gabriele Matzner-Holzer

The Rt Hon David Miliband

Rabbi the Baroness Neuberger DBE

The Rt Hon Sir Malcolm Rifkind MP

The Rt Hon Sir Bernard Rix

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Members of the Council

A Spiro	R Goldman	Dr A Paucker OBE
Dr C Boswell	F Harding	W Pollecoff
Professor B Brivati	B Helfgott MBE	Professor P Pulzer
Professor A Finkelstein	E Kane	D Rauch
E Fraenkel OBE	H Karshan	E Schmidt
M Fraenkel	S Kenna	Professor P Spencer
S Franks	D Lewis	A Weldon
E Freedman	A Montefiore	A Wesemann
J Golden	Dr J Newman	

Objectives and principal activity

The charity's objectives and its principal activity in the year under review continue to be the advancement of the study and knowledge of contemporary history and political science.

No substantial change in the activity of the Library for the year to 31 December 2014 is contemplated.

The Trustees are aware of their requirements to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Mission statement

The Wiener Library is one of the world's leading and most extensive archives on the Holocaust and Nazi era. Formed in 1933, the Library's unique collection of over one million items includes published and unpublished works, press cuttings, photographs and eyewitness testimony.

Our mission is:

To serve scholars, professional researchers, the media and the public as a library of record.

To engage people of all ages and backgrounds in understanding the Holocaust and its historical context through an active educational programme.

To be a living memorial to the evils of the past by ensuring that our wealth of materials is put at the service of the future.

Our commitment

The Library provides a resource to oppose antisemitism and other forms of prejudice and intolerance. The Library's reputation rests on its independence and the scholarly objectivity of its activities and publications.

Use of the Library

The Library continued to be used extensively by a broad range of individuals and groups during the period under review. Chief amongst these have been students, ranging from undergraduate to post-doctoral, academics and scholars, members of special groups such as the Association of Jewish Refugees and the Second Generation Network, print and broadcast media and the general public. The Library's series of public lectures was generally very well attended.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Collection development

We continue to build up our collections. In 2013 we spent £15,600 on new publications and received 66 donations of archival collections, including the Raphael Lemkin Papers (on microfilm), drawings of Nazi violence by Jewish teenager Robert Taussig, Jewish student fraternity insignia, and many family papers. The Library has received numerous gifts of material for the collection and we are grateful to those individuals and organisations

The Wiener Library now has over 500 records on the Archives Portal Europe. Supported by the European Commission the portal will help visitors to dig deeper into their own fields of interest and to discover new sources by giving an overview of the jigsaw puzzle of archival holdings across Europe in all their diversity. In addition Wiener Library records are accessible via COPAC (National, Academic and Specialist Library Catalogue), Suncat (Serials Union Catalogue for the UK), A2A (Access to Archives), AIM25 (Archives in London and the M25 area), and ArchivesHub.

European Holocaust Research Infrastructure (EHRI)

Work continues on this major European Council funded project which is a major presence in the field of Holocaust research and commemoration and the Library's contribution is recognised. Together with the International Tracing Service (ITS), EHRI is bringing the Library to international recognition as a major contributor to Holocaust education and commemoration.

Representatives from the Library attended the General Partner Meeting at NIOD Institute for War, Holocaust and Genocide Studies in Amsterdam in April 2013. One of the Library's commitments to the Project has been to organise a half-day workshop to disseminate information about EHRI to the academic community and the interested public, and much planning work was done on this. The workshop took place in April 2014.

International Tracing Service Archive

In its first full year of operation, the UK's digital copy of the Archive has attracted considerable attention. Dr Christine Schmidt, the Library ITS Researcher, has carried out research on a total of 311 enquiries. Of these, 247 have been tracing requests relating to individuals or family research and 64 relating to historical research by academics or students. The requests have come from a total of 139 enquirers as many of the enquirers submitted multiple requests.

In October 2013 the Library, together with the United States Holocaust Memorial Museum (USHMM), staged a week-long workshop to explore and demonstrate the research potential of the ITS archive to a group of post-graduate students from Great Britain, Europe and North America. The intensive workshop featured lectures and presentations and a number of guided sessions during which the participants could gain hands-on experience of carrying out research on ITS.

The feedback we gained, both from our partners at USHMM and the participants, was overwhelmingly positive and a follow-up workshop is planned.

Fraenkel Prize

The Fraenkel Prize, sponsored by Ernst Fraenkel OBE, joint President of the Library and former Chairman, is awarded (usually annually) for an outstanding work of twentieth-century history in one of the Wiener Library's fields of interest.

Two distinct awards are made:

Category A, open to entrants who have previously published a book.

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REPORT OF THE BOARD
YEAR ENDED 31 DECEMBER 2013

Category B, open to entrants who have yet to publish a major monograph.

The selection is made by a panel whose members include Professor Richard Bessel, Professor Jane Caplan, Professor Christopher Clark, Professor Sir Richard Evans, and Professor Cornelia Usborne, as well as other experts who may be consulted from time to time.

Educational and Outreach Activities

2013 was another busy year, with over 100 public events appealing to a diverse range of audiences. Overall, the Library welcomed well over 6,000 visitors to exhibitions and events. The primary objectives of our engagement and outreach work in 2013 were as follows: to communicate the story of the Library and the diversity of its collections to all visitors, to showcase previously unseen collection highlights for visitors and online audiences and to encourage a high level of stakeholder engagement (e.g. from academics, donors and high-profile supporters). Visitor feedback from our events has been overwhelmingly positive, suggesting that lively programming is crucial in helping the Library both to retain its core audiences as well as reach out to new audiences identified in the Heritage Lottery Fund Activity Plan. School audiences, in the age bracket 14-18, for example, went up by 10% in this year as compared to the previous year.

Keeping Truth Alive: Opening the Wiener Library's Heritage to All

In 2010 the Library was awarded a grant from the Heritage Lottery Fund (HLF) for our education project "Keeping Truth Alive". This grant is currently funding three members of staff but will expire in December 2015.

In 2013 the Library curated and displayed three temporary exhibitions:

- *Wit's End: The Satirical Cartoons of Stephen Roth*
- *Child Refugees: Five Portraits from the Kindertransport*
- *The Wiener Library at 80: The Endurance of Truth*

Each of the exhibitions was well-received and attracted several hundreds of visitors, with the exhibition on the Kindertransport in particular attracting press and publicity, as well as opportunities for building the Library's collections through donations of original material.

An extension to the exhibition space to include facilities for hanging flat artworks, poster reproductions and audio listening stations has also been completed, significantly extending and enriching the experience of visitors to the Library's exhibition space.

In addition two travelling exhibitions have been produced based on temporary exhibitions:

- *Rescues of the Holocaust: Remembering Raoul Wallenberg and Lives Saved*
- *Child Refugees: Five Portraits from the Kindertransport*

The digital framework for online exhibitions and an interactive map showcasing the Library's collection of family papers have also been completed, ready for uploading of content and launch in 2014.

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REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Fundraising and Finance

Our fundraising programme is central to the continued growth of the Library and expansion of its facilities and services. The capital campaign for the building in Russell Square is complete and in January 2014 we made the final instalment payment on the lease premium to Birkbeck in accordance with the timetable agreed in 2010.

The majority of larger donations are project related and must be used for specific purposes; whilst these restricted funds are much appreciated and broaden the work of the Library, they do not contribute to the underlying running costs of the organisation. The Russell Square running costs are above those of Devonshire Street mainly as a result of the climate and humidity control in our archive store rooms and sophisticated smoke and fire detection systems.

As always, we are immensely grateful to all our donors; their generosity is greatly appreciated.

In June 2013 we were delighted to learn that our application for further funding from the HLF had been successful. The new funding is in the form of a Catalyst: Endowment grant, in which the HLF is encouraging us to build a new endowment by matching, pound for pound, our fundraising up to a total of £1 million. The HLF is endorsing the success of "Keeping Truth Alive" and encouraging us to build by late 2016 an endowment of £2 million, which would generate sufficient income to finance our education programme for many years.

In early January 2014 the Library was honoured to hold a recital by the world famous violinist, Maxim Vengerov, at the home of Sir Sydney and Lady Lipworth. This was an evening of extraordinary musicianship and captivated a large audience raising over £60,000 for the Catalyst: Endowment. We are immensely grateful to Mr Vengerov and the Lipworths for their generosity.

The Wiener Library Endowment Trust, which is a separate charity, contributes annually to the Library to help meet its running costs. In 2013 the Endowment Trust donated £200,000 (2012: £200,000). The Trust has confirmed that its grant to the Library for 2014 will again be £200,000 and we are most grateful for this commitment.

As in previous years, the Library received a major donation from the German Foreign Office (Auswärtiges Amt) and is most grateful for this support. The Library also has a close relationship with the Cultural Section of the German Embassy in London and works with it on projects of mutual interest.

In addition during the year the Library again received a number of grants from individuals and grant giving trusts as part of its fundraising programme. The Board greatly appreciates the financial support it receives from these major donors, without whose help and support we could not continue our work. Unrestricted grants and donations in the year totalled £0.5m (2012: £1m) Grants and donations in the year totalling £0.2m (2013: £0.8m) were of a restricted nature and principally for ITS and the Education and Outreach programme.

In last year's report we stated that we expected 2013 to be a more "normal" year in terms of unrestricted income and expenditure and that has been the case.

The unrestricted, or core, annual expenditure of the Library is £0.5m and this covers salaries, utilities, general overhead and the book buying budget.

The overall reserves of the Charity have increased by £25k to £4.1m of which £3.4m is represented by the net book value of fixed assets, £553k are in restricted funds and £67k are in the catalyst endowment fund. The Charity's free reserves are £99k and represents approximately 1.6 months of total costs incurred in 2013.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

The charity's reserves policy is to build up its unrestricted reserves to cover six months' operating expenditure.

Investments

The Board confirms that investments are held in accordance with the powers available to it.

Staff and volunteers

The Board is grateful to everyone who contributes to the management and operation of the Library. We are extremely fortunate to have such an excellent and conscientious team of staff and their contribution is much appreciated. Volunteers of all ages have always been a vital component of the Library's service and we are indebted to them for their enthusiasm, expertise and hard work.

We have, for many years, benefitted from the enthusiastic and intelligent support and assistance of young volunteers principally Germany. These interns, who usually stay for one year, are members of the German Action Reconciliation Service for Peace.

The German YMCA now sponsors our Action Reconciliation Service for Peace volunteer by donating £9,200 towards their rent, travel and living expenses.

Future plans

The key objectives for the current year include:

- Build up The Wiener Library's collections as the UK's National Holocaust and Genocide Repository
- Develop the Library's online presence
- Find supporters to contribute to the HLF Catalyst: Endowment Fund through promoting the Library's 'Match a Million' campaign
- Work to ensure that the Wiener Library has a strong voice in UK organisations and institutions engaged in Holocaust education and commemoration
- Strengthen international partnerships in order to position the Wiener Library as a high profile collection and research facility with global reach
- Deliver a programme of public events to encourage informal learning and engagement with the Library's subject areas
- Provide information to the Commission on the future of Holocaust education and Commemoration in Britain, created by the Prime Minister in January 2014

Risk management and internal controls

Our collections are insured. The policy covers salvage or replacement of the collections.

The Board has developed a process for reviewing and managing the risks that the charity faces. It reviews risk management issues at its regular meetings and continues to develop a comprehensive mechanism to identify, monitor, review and manage the major operational risks the charity faces. This enables the Board to assess and manage the key risks in a more controlled manner.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Specific risks facing the Library's unique collection are monitored as part of the ongoing modernisation project and a disaster recovery plan is in existence.

The Board has overall responsibility for ensuring that the charity has an appropriate system of control, financial and otherwise. It is also responsible for providing reasonable assurance that:

- The charity is operating efficiently and effectively;
- Its assets are safeguarded against unauthorised use or disposition;
- Proper records are maintained and financial information used within the charity or for publication is reliable;
- The charity complies with relevant laws and regulations.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- An annual budget approved by the Board;
- Regular consideration by the Board of financial results, variance from budgets and non-financial performance indicators;
- Delegation of authority and operating procedures;
- Identification and management of risks.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

REPORT OF THE BOARD

YEAR ENDED 31 DECEMBER 2013

Statement of trustees' responsibilities in respect of the Report of the Board and consolidated financial statements

The trustees are responsible for preparing the Report of the Board and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time of the financial position of the charitable company and group 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 charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company and group's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Small companies provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

By order of the Board

A J Spiro
Chairman

Dated: 16 June 2014

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WIENER
LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
YEAR ENDED 31 DECEMBER 2013

We have audited the financial statements of The Wiener Library Institute of Contemporary History for the year ended 31 December 2013 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Company Balance Sheets and the related notes. 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).

This report is made solely to the charitable 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 charitable company'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 charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are 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 Ethical Standards for Auditors.

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 charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and charitable company's affairs as at 31 December 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WIENER
LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

YEAR ENDED 31 DECEMBER 2013

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:

- the parent charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records or returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

.....

Adam Halsey (Senior Statutory Auditor)
For and on behalf of haysmacintyre, Statutory Auditors

26 Red Lion Square

London

WC1R 4AG

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	Unrestricted funds £	Endowment fund £	Restricted funds £	2013 Total £	2012 Total £
Incoming resources						
<i>Incoming resources from generated funds:</i>						
Voluntary income	4	482,951	-	-	482,951	1,056,888
Investment income		692	-	-	692	869
Other income		10,701	-	-	10,701	4,968
<i>Incoming resources from charitable activities:</i>						
Cataloguing and preservation projects	4	-	-	-	-	5,095
Education and outreach programmes	4	-	67,440	142,018	209,458	276,392
Library	4	30,967	-	852	31,819	37,025
International Tracing Service	4	-	-	50,942	50,942	530,939
Total incoming resources		525,311	67,440	193,812	786,563	1,912,176
Resources expended						
Costs of generating voluntary income	5	58,941	-	-	58,941	58,547
<i>Charitable activities</i>						
Cataloguing and preservation projects	5	10,936	-	5,985	16,921	32,232
Education and outreach programmes	5	33,501	-	137,408	170,909	223,882
Library	5	328,153	-	4,471	332,624	269,108
International Tracing Service		-	-	148,945	148,945	3,921
Governance	5	32,620	-	-	32,620	29,256
Total resources expended		464,151	-	296,809	760,960	616,946
Net income (outgoing) resources before transfers		61,160	67,440	(102,997)	25,603	1,295,230
Transfers between funds		6,483	-	(6,483)	-	-
Net incoming resources after transfers	7	67,643	67,440	(109,480)	25,603	1,295,230
Fund balances at 1 January 2013	14	3,408,169	-	662,448	4,070,617	2,775,387
Fund balances at 31 December 2013	14	3,475,812	67,440	552,968	4,096,220	4,070,617

All recognised gains and losses are reflected through the Statement of Financial Activities.

No separate Statement of Total Recognised Gains and Losses is presented. All activities reflected above are continuing activities.

The notes on pages 15 to 23 form part of the accounts.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

CONSOLIDATED BALANCE SHEETS as at 31 December 2013

Company No 00596820

Note	Group		Charity	
	2013 £	2012 £	2013 £	2012 £
Fixed assets				
Heritage assets	8	2	2	2
Tangible fixed assets	8	3,363,045	3,363,045	3,351,965
Investments	9	-	1	1
		<u>3,363,047</u>	<u>3,363,048</u>	<u>3,351,968</u>
Current Assets				
Debtors	10	134,663	131,622	511,734
Investments	11	294,492	294,492	287,862
Cash at bank and in hand		912,256	910,658	659,121
		<u>1,341,411</u>	<u>1,336,772</u>	<u>1,458,717</u>
Creditors - amounts falling due within one year	12	<u>(608,238)</u>	<u>(603,600)</u>	<u>(233,388)</u>
Net current assets		<u>733,173</u>	<u>733,172</u>	<u>1,225,329</u>
Total assets less current liabilities		<u>4,096,220</u>	<u>4,096,220</u>	<u>4,577,297</u>
Creditors - amounts falling due after more than one year	13	-	-	(506,680)
				<u>(506,680)</u>
Net assets	16	<u>4,096,220</u>	<u>4,096,220</u>	<u>4,070,617</u>
Funds				
Unrestricted funds	14	3,475,812	3,475,812	3,408,169
Endowment fund	14	67,440	67,440	-
Restricted funds	14	552,968	552,968	662,448
Total funds	16	<u>4,096,220</u>	<u>4,096,220</u>	<u>4,070,617</u>

The notes on pages 15 to 23 form part of the accounts.

The financial statements were approved by the Board of Trustees and authorised for issue on and signed on its behalf by

A J Spiro
Chairman

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

Notes to the Financial Statements

Year ended 31 December 2013

1 Accounting policies

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Companies Act 2006. They follow the recommendations of The Statement of Recommended Practice 2005, Accounting and Reporting by Charities.

The charity's and the group's ability to meet its day to day financial liabilities is dependent on the continuing contributions from its main donors. On the assumption that these contributions will continue, the Board considers it appropriate to prepare the financial statements on a going concern basis.

1.2 Consolidation

The consolidated statement of financial activities includes the result of the charity's wholly owned subsidiary, Wiener Library (Russell Square) Limited, which operates as a design and build company.

The parent company has taken advantage of the exemption afforded by section 408 Companies Act 2006 not to present its own income and expenditure account. The net income for the year dealt with in the accounts of the parent was £25,603 (2012: £1,295,230)

1.3 Cash flow statement

The directors have taken advantage of the exemption in Financial Reporting Standard No 1 (Revised 1996) from including a cash flow statement in the financial statements on the grounds that the company is small.

1.4 Incoming resources

All incoming resources, other than grants, are included in the Statement of Financial Activities legally when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. Voluntary income is received by way of donations, gifts and legacies and is included gross of any expenditure incurred to generate the income in the Statement of Financial Activities when receivable. Grants are recognised gross of any associated costs in the Statement of Financial Activities on an accruals basis.

1.5 Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the respective funds.

1.6 Unrestricted funds

Unrestricted funds arise from grants, donations and other income received or generated for the objects of the charity without further specified purpose and are available for the general purposes of the charity.

1.7 Designated funds

Designated funds arise from grants, donations and other incoming resources received or generated for the objects of the charity that have been set aside out of unrestricted funds by the Board for specific purposes.

1.8 Endowment fund

The endowment fund arises from donations raised by the Library and matched by the Heritage Lottery Lottery Fund for the purpose of perpetuating the Library's learning, engagement and community programmes.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
Notes to the Financial Statements
Year ended 31 December 2013

Accounting policies (cont'd)

1.9 Tangible fixed assets and depreciation

Tangible fixed assets costing over £500 are capitalised. Tangible fixed assets are stated at cost less provision for depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life on a straight line basis, as follows:

Library and archives	nil
Office equipment	3 years
Microfilming equipment	3 years
Fixtures and fittings	10 years
Leasehold improvements	20 years

Long leasehold property costs are not depreciated until the lease has less than 50 years to run. At that point these costs will be depreciated over the remaining lease term.

The Library and archives have been built up over a period of over 80 years and are deemed heritage assets. Many of the items are unique and are not capable of being valued. As a consequence the Library and archives are included at a nominal value. Newly purchased heritage assets are written off as acquired

1.10 Expenditure

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs relating to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources as described below.

The expenditure heads in the Statement of Financial Activities include both direct costs and allocated overheads. Support costs (overheads) are apportioned on systematic bases (principally employee numbers) which are consistently applied. Support costs are those costs incurred in support of expenditure on the objects of the company.

Governance costs are those incurred in connection with enabling the charity to comply with external regulation, constitutional and statutory requirements and in providing support to the trustees in the discharge of their statutory duties.

Costs of generating voluntary income identify the expenses incurred in fundraising efforts.

All expenses incurred are inclusive of irrecoverable VAT.

1.11 Pensions

The charity made contributions to the personal pension policies designated by employees during the year. The contributions are treated as resources expended in the year in which they are payable.

1.12 Current asset investments

Current asset investments represent cash deposits.

1.13 Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to the Statement of Financial Activities.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

Notes to the Financial Statements

Year ended 31 December 2013

2 Trading Subsidiary

The wholly owned trading subsidiary Wiener Library (Russell Square) Limited was incorporated in 2011 in the United Kingdom to design and refurbish the new premises for the library.

The summary financial performance of the subsidiary alone is:

	2013	2012
	£	£
Income	162,574	177,158
Operating expenses	(162,574)	(177,158)
Net (loss)/income for the year	-	-

The balance sheet comprised of current assets of £132,931 (2012: £22,591), current liabilities of £132,930 (2012: 22,590) and share capital of £1 (2012: £1).

3 Employees

	2013	2012
	£	£
Employment costs		
Wages and salaries	335,199	318,017
Social security costs	28,881	30,343
Pension costs	23,358	18,840
	387,438	367,200

None of the Board has received any salary or any reimbursement of expenses during the year.
None of the employees received remuneration in excess of £60,000 during the year.

Number of Employees

The average full time equivalent number of people employed in permanent posts during the year was 13 (2012: 13). Of these, 1 full time equivalent employee (2012: 1) was involved in generating voluntary income, 11.5 (2012: 11.5) full time equivalent employees were involved in charitable activities and one half time equivalent employee (2012: 0.5) was involved in governance.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
Notes to the Financial Statements
Year ended 31 December 2013

4 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2013 Total £	2012 Total £
Voluntary income					
The Wiener Library Endowment Trust	200,000	-	-	200,000	200,000
Auswärtiges Amt (German Foreign Office)	83,966	-	-	83,966	86,108
Legacies	12,488	-	-	12,488	307,019
Grants and donations	186,497	-	-	186,497	463,761
	482,951	-	-	482,951	1,056,888
Investment income					
	692	-	-	692	869
Other income					
	10,701	-	-	10,701	4,968
Cataloguing and preservation projects					
Cataloguing fund	-	-	-	-	5,095
	-	-	-	-	5,095
Education and outreach programmes					
Heritage Lottery Fund	-	90,720	-	90,720	235,464
Catalyst: Endowment fund	-	-	67,440	67,440	-
Film project fund	-	10,269	-	10,269	-
Conservation and cataloguing fund	-	9,537	-	9,537	-
European Holocaust Research Infrastructure fund	-	28,992	-	28,992	38,428
Education funds	-	2,500	-	2,500	2,500
	-	142,018	67,440	209,458	276,392
Library					
Book appeal fund	-	852	-	852	16,134
Sales and royalties	22,003	-	-	22,003	13,626
Membership fees	8,964	-	-	8,964	7,265
	30,967	852	-	31,819	37,025
International Tracing Service (ITS)					
ITS funds	-	30,642	-	30,642	504,484
ITS Rothschild fund	-	20,300	-	20,300	26,455
	-	50,942	-	50,942	530,939
Total income	525,311	193,812	67,440	786,563	1,912,176

5 Resources expended

	Direct costs			Support costs £	2013 Total £	2012 Total £
	Staff £	Books £	Other £			
Costs of generating voluntary income	48,005	-	-	10,936	58,941	58,547
Cataloguing and preservation projects	5,573	-	412	10,936	16,921	32,232
Education and outreach programmes	98,753	-	40,715	31,441	170,909	223,882
Library running costs	199,059	20,471	39,276	73,818	332,624	269,108
International Tracing Service	36,791	-	112,154	-	148,945	3,921
Governance	15,947	-	7,104	9,569	32,620	29,256
Total spent	404,128	20,471	199,661	136,700	760,960	616,946

6 Support costs

The support costs of the charity consisted of three cost elements: premises costs, office costs and other costs.

	Premises costs £	Office costs £	Other costs £	2013 Total £	2012 Total £
Cataloguing and conservation projects	8,336	2,238	362	10,936	8,567
Education and outreach programmes	23,967	6,434	1,040	31,441	24,631
Library running costs	56,271	15,106	2,441	73,818	57,825
Fundraising costs	8,336	2,238	362	10,936	8,567
Governance	7,295	1,958	316	9,569	7,496
	104,205	27,974	4,521	136,700	107,086

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

Notes to the Financial Statements

Year ended 31 December 2013

7 Net Incoming Resources	2013	2012
	£	£
Net incoming resources for the year are stated after charging:		
Depreciation of tangible fixed assets	57,286	56,860
Auditor's remuneration (excluding VAT - audit fees)	6,920	6,750
Auditor's remuneration (excluding VAT - other services)	520	500
	<u>520</u>	<u>500</u>

8 Tangible fixed assets

Group and Charity

	Library and archives	Leasehold property building	mechanical and electrical installations	Office equipment	Fixtures and fittings	Total
	£	£	£	£	£	£
Cost						
Balance as at 1 January 2013	2	2,580,464	752,366	67,553	88,179	3,488,564
Early redemption credit	-	(100,000)	-	-	-	(100,000)
Additions	-	163,826	-	457	4,083	168,366
Balance as at 31 December 2013	<u>2</u>	<u>2,644,290</u>	<u>752,366</u>	<u>68,010</u>	<u>92,262</u>	<u>3,556,930</u>
Depreciation						
Balance as at 1 January 2013	-	-	74,953	49,759	11,885	136,597
Charge for the year	-	-	37,618	10,442	9,226	57,286
Balance as at 31 December 2013	<u>-</u>	<u>-</u>	<u>112,571</u>	<u>60,201</u>	<u>21,111</u>	<u>193,883</u>
Net book value						
As at 31 December 2013	<u>2</u>	<u>2,644,290</u>	<u>639,795</u>	<u>7,809</u>	<u>71,151</u>	<u>3,363,047</u>
As at 31 December 2012	<u>2</u>	<u>2,580,464</u>	<u>677,413</u>	<u>17,794</u>	<u>76,294</u>	<u>3,351,967</u>

Classified as:

Heritage assets	2
Tangible assets	<u>3,363,045</u>
	<u><u>3,363,047</u></u>

All assets are used for the purposes of the charity.

Financial summary of heritage asset transactions

	2013	2012	2011	2010
	£	£	£	£
Purchased heritage assets written off to the Statement of Financial Activities	<u>20,471</u>	20,955	16,560	14,472

A five year financial statement of heritage asset transactions has not been prepared, under the transitional provisions of FRS30 Heritage Assets, as it is not practicable to do so.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY

Notes to the Financial Statements

Year ended 31 December 2013

9 Fixed asset investments

**Shares in
subsidiary
undertaking**
£
1

At 1 January 2013 and 31 December 2013

Details of the company's principal subsidiary undertaking are as follows:

Name	Wiener Library (Russell Square) Limited
Principal activity	Design and refurbishment of the new premises
Country of incorporation	England
Class of shares and holding	Ordinary - 100%

Please refer to note 2 for further details.

	Group		Charity	
	2013	2012	2013	2012
	£	£	£	£
10 Debtors				
Trade debtors	1,208	689	1,208	689
Other debtors	125,205	508,431	122,164	506,289
Prepayments and accrued income	8,250	4,756	8,250	4,756
	134,663	513,876	131,622	511,734
11 Investments - current assets				
COIF Charities Deposit Fund - UK	294,492	287,862	294,492	287,862
12 Creditors - Amounts falling due within one year				
Accruals	8,441	211,825	6,941	210,325
Other taxes and social security	7,883	8,891	7,883	8,891
Income in advance	32,112	-	32,112	-
Other creditors	559,802	26,349	428,372	5,258
Amount owed to group undertaking	-	-	128,292	8,914
	608,238	247,065	603,600	233,388
13 Creditors - Amounts falling due after more than one year				
Accruals	-	506,680	-	506,680

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
Notes to the Financial Statements
Year ended 31 December 2013

14 Statement of Funds

	Balance at 01-Jan-13	Incoming Resources	Outgoing Resources	Transfers	Balance at 31-Dec-13
	£	£	£		£
Restricted funds					
<i>Cataloguing and preservation projects</i>					
Conservation and cataloguing fund	-	9,537	(5,573)	-	3,964
Press cuttings microfilming project fund	412	-	(412)	-	-
<i>Education and outreach programmes</i>					
Heritage Lottery Fund project	81,335	90,720	(103,789)	-	68,266
The European Holocaust Research Infrastructure (EHRI) fund	4,828	28,992	(21,527)	(6,483)	5,810
Education funds	14,938	2,500	(1,823)	-	15,615
Film project fund		10,269	(10,269)		-
Fellowship and lecture fund	10,096	-	-	-	10,096
Mrs M E Wreschner fund	5,000	-	-	-	5,000
Second Generation Trust fund	3,628	-	-	-	3,628
<i>Library</i>					
Book appeal fund 2012	12,995	852	(4,471)	-	9,376
Ernest Hecht Charitable Foundation fund	2,198	-	-	-	2,198
<i>International Tracing Service (ITS)</i>					
ITS fund	500,563	30,642	(129,530)	-	401,675
ITS Rothschild fund	26,455	20,300	(19,415)	-	27,340
Total restricted funds	662,448	193,812	(296,809)	(6,483)	552,968
Endowment funds					
Catalyst: Endowment fund	-	67,440	-	-	67,440
Unrestricted funds					
<i>Designated funds</i>					
Leasehold property	3,257,877	-	(37,618)	68,366	3,288,625
Other fixed assets	94,088	-	(19,668)	-	74,420
Heritage asset fund	2	-	-	-	2
Total designated funds	3,351,967	-	(57,286)	68,366	3,363,047
General funds	56,202	525,311	(406,865)	(61,883)	112,765
Total unrestricted funds	3,408,169	525,311	(464,151)	-	3,475,812
Total funds	4,070,617	786,563	(760,960)	-	4,096,220

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
Notes to the Financial Statements
Year ended 31 December 2013

14 Statement of funds (cont'd)

Restricted funds

Cataloguing & preservation projects

The conservation and cataloguing fund is for the archives cataloguing project. Funds were provided by the National Cataloguing Grants Programme for Archives.

The Press Cuttings Microfilming Project was established to fund the microfilming of the Wiener Library's press cuttings. Funds were provided by the Andor Trust and The ALM London Collection Care Funding Programme.

Education & outreach programmes

The Heritage Lottery Fund project was established to hold funds for an extensive four-year outreach and education programme.

The European Holocaust Research Infrastructure (EHRI) fund received funding from the European Union Framework Programme to support a large-scale European research infrastructure initiative on Holocaust archives. The transfer relates to additional funds spent in the year.

The education funds are for the purpose of Holocaust education. Funds were provided by the NiKeNo and Joe and Rosa Frenkel Charitable Trusts.

The film project fund provides funding for the 'Final Account' project by Luke Holland. Funds were provided by the Pears Foundation.

The fellowship and lecture fund provides funding for education and outreach work including junior fellowships IT developments and lectures.

The Mrs M E Wreschner fund was established to contribute towards the Library's programme of public lectures.

The Second Generation Trust fund was established to purchase books for the extended remit and to provide funds for educational activities.

Library

The book appeal fund was established to hold money in support of the book budget.

The Ernest Hecht Charitable Foundation fund was established to assist the Library in expanding its collection of school books and children's literature of the Nazi era.

The International Tracing Service (ITS) funds

These funds were established to set up, maintain and operate the ITS hardware and software and to employ a full-time researcher to work with scholars and the public.

The ITS fund holds the funding received from the Foreign & Commonwealth Office (FCO) and the Department for Communities and Local Government (DCLG), donations and Heritage Lottery funding received in support of the programme

The ITS Rothschild fund was established to fund collaborative projects with the United States Holocaust Memorial Museum (USHMM).

Endowment funds

The Catalyst: Endowment fund holds funds given to the Library for its 'Match a Million' campaign. The fund gives the Library the opportunity to create a new long-term endowment to support our learning, engagement and outreach programme.

Designated funds

The Designated Funds represent the net book value of assets held by the Charity. More details are provided in the tangible fixed assets schedule, note 8 of the accounts.

THE WIENER LIBRARY INSTITUTE OF CONTEMPORARY HISTORY
Notes to the Financial Statements
Year ended 31 December 2013

15 Analysis of net assets by fund - Group

	Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	-	3,363,047	-	3,363,047
Current assets	788,443	-	552,968	1,341,411
Creditors: amount falling due within one year	(608,238)	-	-	(608,238)
	<u>180,205</u>	<u>3,363,047</u>	<u>552,968</u>	<u>4,096,220</u>

Analysis of net assets by fund - Charity

	Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	-	3,363,048	-	3,363,048
Current Assets	783,804	-	552,968	1,336,772
Creditors: amount falling due within one year	(603,600)	-	-	(603,600)
	<u>180,204</u>	<u>3,363,048</u>	<u>552,968</u>	<u>4,096,220</u>

16 Related party transactions and controlling party

The members of the Wiener Library's Council are the ultimate controlling party.

The company has taken advantage of the exemption contained in FRS8 "Related Party Disclosures" from disclosing transactions with entities which are wholly owned members of the same group.

The charity had the following transactions during the year ended 31 December 2013 with connected parties:

Donations of £5,780 (2012: £2,200) were received from Members of the Board or charities associated with Members of the Board.

17 Company limited by guarantee

The liability of each member is £1 each in the event of a liquidation of the charitable company.

18 Taxation

The Wiener Library Institute of Contemporary History is a registered charity and is not liable to taxation on its present activities.