

**Company Registration Number: 3464207**

WORLD HEADACHE ALLIANCE

(a company limited by guarantee and not having a share capital)

Registered Charity Number: 1080527

REPORT AND ACCOUNTS

Year ended 31st December 2006

WORLD HEADACHE ALLIANCE

Registered Office: Unit 1, Euro Way, Blagrove, Swindon, SN5 8YU

REPORT AND ACCOUNTS - YEAR ENDED 31ST DECEMBER 2006

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WORLD HEADACHE ALLIANCEREPORT OF THE COUNCIL OF MANAGEMENT

The members of the council of management, who act in the role of directors and trustees, present their report together with the accounts of the World Headache Alliance for the year ended 31st December 2006.

**Reference and administrative details, trustees and advisers**Incorporation and status

The World Headache Alliance, also known as the WHA, is a company limited by guarantee and not having a share capital, registration number 3464207, and is a registered charity, number 1080527.

Registered office

Unit 1, Euro Way  
Blagrove  
Swindon, SN5 8YU

Members of the council of management

The members of the council of management who have served since 1st January 2006, or since the date of appointment if later, were as follows:-

Ms. H. J. Kettinen (Honorary chairman and treasurer)  
Dr. T. J. Steiner (Honorary secretary)  
Ms. A. Hallam  
Prof. P. Martelletti (appointed 1st August 2006)  
Mr. P. B Vriezen (appointed 16th September 2006)

In addition, Dr. K. Ravishankar served as a member of the council of management from 1st January 2006 until 9th January 2006 and Mr. P. Lefebvre served as a member of the council of management from 1st January 2006 until 18th March 2007.

Professional advisers

Bankers	-	National Westminster Bank plc	and	CAF Bank Ltd
		PO Box 65		25 Kings Hill Avenue
		2 Chestergate		Kings Hill
		Macclesfield		West Malling
		Cheshire, SK11 6BS		Kent, ME19 4JQ
Solicitors	-	Ambrose Appelbe		
		7 New Square		
		Lincoln's Inn		
		London, WC2A 3RA		
Auditors	-	Griffin Stone, Moscrop & Co		
		41 Welbeck Street		
		London, W1G 8EA		

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WORLD HEADACHE ALLIANCEREPORT OF THE COUNCIL OF MANAGEMENT (Continued)**Structure, governance and management**

The Alliance is governed by its Memorandum and Articles of Association.

Membership is restricted to organizations, incorporated or otherwise, who are concerned with objects similar to WHA and have at least ten members, a substantial proportion of which are lay, and have been recommended by one member of WHA.

Recruitment, induction and training of trustees

The Memorandum and Articles allow six lay trustees and three non-lay trustees to be appointed. They are normally elected for two year terms in office, and all member organizations may nominate candidates for the election. Trustees may serve three consecutive terms, an exception being officers who may stand for re-election without restrictions.

In the 2005 election the number of trustees was reduced to six, and three lay trustees and two non-lay trustees were elected. The lay chairman of council was appointed by the International Headache Society as the Articles stipulate.

During 2005 and 2006 there became a casual lay vacancy and a casual non-lay vacancy in council. The chairman exercised her right under the Articles to appoint a non-lay trustee, and council filled the lay vacancy in the autumn of 2006.

All existing trustees have experience of charity committee work at international level, and when they are appointed to serve WHA council they are given introduction to the history of WHA and appropriate charity and company legislation.

Management

All trustees have responsibilities through membership of sub-committees or working groups of council. The main current sub-committees are the membership sub-committee and the human resources sub-committee. Membership in working groups and ad-hoc task forces also includes members from the WHA member organizations and volunteers. The sub-committees and working groups report electronically and in council meetings, which are held at least once during each calendar year. As part of the cost curtailment exercises that have been implemented in 2005-2006, council has sought to improve electronic working practices in order to reduce the significant travel costs involved in international meetings.

The Alliance contracted a part-time administrator, Carol Taylor, in the UK, and she was replaced by Louise Braley from November 2006. Bookkeeping and information services have been sourced from independent contractors. During 2006 WHA also prepared to outsource the financial management from 1st January 2007.

The administrator and officers of the Alliance, the chairman and honorary secretary, have been responsible for its day to day operation. The long term aim is that WHA will be able to contract staff to perform these tasks.

Risk management

The major risks to which the Alliance is exposed have been considered and the members of the council of management are satisfied that procedures are in place to manage those risks. The council of management members have adopted a risk management strategy appropriate to the Alliance and its activities.

WORLD HEADACHE ALLIANCEREPORT OF THE COUNCIL OF MANAGEMENT (Continued)**Objectives**Objects

The objects of the WHA are to relieve the suffering of people with headache throughout the world, in particular but not exclusively by sharing information among the headache organizations and by increasing the awareness and understanding of headache as a public health concern and its profound social and economic impact.

The income and property of the company are applied solely towards the promotion of its objects.

WHA works in conjunction with charities and like-minded bodies throughout the world in the pursuit of its objects.

Aims and objectives

Administration of World Headache Alliance was transferred to the UK from Canada where it had been based since the inception of the Alliance. As the contracts of full-time staff had to be terminated due to financial constraints during 2005, there were significantly reduced human resources to re-organize the administration and governance in the UK.

Council assessed needs of the Alliance regarding required resources in relation to the ongoing activities, and recognized that the organization would require both internal and external capacity building exercises since the financial environment had changed drastically in the previous two years. The generous grant from the International Headache Society towards the core cost had been reduced by almost 90%, and financial support, on which WHA had historically relied upon, was also diminishing significantly.

The key objective was to finish the strategic planning process in the light of the new challenges but still based on earlier work performed towards a sustainable, long term plan with relevant strategic key objectives for an international umbrella organization. The detailed planning of projects for 2007-2009 was extended to 2007 pending council approval and available resources.

Council had earlier agreed that the website provides WHA the best tool to reach its stakeholders, such as member organizations, people affected with headache, the general public, partner organizations and media. Therefore efforts and resources were focused to develop a new, more globally relevant website, although the current website regularly receives high number of visitors from English speaking countries (over 200,000 per month). This project was lead by Peter Murphy (CEO, Migraine Association of Ireland, member of WHA) through his role as chairman of the communication working group.

**Activities, achievements and performance**

WHA continued to provide the electronic newsletter HeadsUp! on the latest issues on headache matters, as well as a newsletter to member organizations. HeadsUp! attracts new subscribers weekly, and currently the content is provided by a professional medical writer (on a voluntary basis).

WHA participated in the 7th European Headache Congress in Valencia, Spain in April 2006, and shared an exhibition there with *Lifting The Burden*, the global campaign to reduce the burden of headache worldwide, in which WHA is the lead NGO partner organization.

*Lifting The Burden* campaign offered several opportunities for WHA to provide a lay or patient perspective in the initiatives of the campaign. These initiatives included review forthcoming patient support material in multiple languages developed for headache in primary care, participation in the WHO Technical Consensus Meeting on Headache Treatment Outcomes in Geneva, Switzerland, April 2006, as well as participation in the pilot studies of the WHO Atlas for headache disorders.

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WORLD HEADACHE ALLIANCEREPORT OF THE COUNCIL OF MANAGEMENT (Continued)**Activities, achievements and performance (Continued)**

Through *Lifting The Burden* initiatives WHA has also been able to obtain contacts in areas in the world where there is not yet representation for headache patients or existing lay groups.

**Financial review**Reserves policy

As a developing charity it is the policy of the Alliance to build up funds in order to undertake future activities.

Investment policy

Any significant amounts of cash held which are unlikely to be expended in the immediate future are placed on deposit. As a developing charity the members of the council of management consider this to be the appropriate policy as it is low risk and makes funds readily accessible if required to further the Alliance's objectives.

Financial activities and affairs

The statement of financial activities for the year ended 31st December 2006 shows total incoming resources of £149,956 and net outgoing resources of £8,300.

In the opinion of the members of the council of management the overall state of affairs of the Alliance at 31st December 2006 is satisfactory.

**Plans for future periods**

The aim of the Alliance is to integrate internal and external capacity building with the revised strategic plan of 2006-2009 so that basis on the stability of WHA relies on capacity building work done together with member organizations.

The three main objectives for the next three year period are the following:-

- Networks for Knowledge

WHA must know the scope and scale of the burden of headache and of headache-related health-care needs in order to work towards effective solutions. WHA will achieve this knowledge by establishing and developing links and communication channels with people affected by headache and their representatives, including member organizations.

- Partnerships for Progress

WHA cannot, on its own, make beneficial change happen, but will promote change by forging alliances with those who can.

- Advocacy for Awareness

The efforts and actions of these partnerships, if they are to reduce the burden of headache worldwide, must be based on a correct understanding of the problem to be solved. WHA must convert its knowledge into widespread awareness of headache as a major public-health problem. Speaking on behalf of people affected by headache worldwide, WHA will achieve this through its website and the world's media.

WORLD HEADACHE ALLIANCEREPORT OF THE COUNCIL OF MANAGEMENT (Continued)**Plans for future periods (Continued)**

The main activities planned and scheduled for the year 2007 include

- The launch and development of the new multilingual WHA website in conjunction with the 10th Anniversary celebrations in the International Headache Congress in Stockholm, Sweden in June 2007; and
- The 5th WHA Global Convention “Networks of Knowledge” to be held in Stockholm 27-28 June 2007, which will provide material and information for:

A revised communication and consultation plan with member organizations; and

The “Networks of Knowledge” project, in which WHA aims to acquire knowledge of the scope and scale of the burden of headache, and of needs of people affected by headache in different parts of the world.

**Other matters**Council of management members' responsibilities

The council of management members are responsible for preparing the report of the council of management and the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The members of the council of management are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Alliance and the incoming resources and application of resources, including its income and expenditure, for the year. In preparing those accounts, the members of the council of management are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Alliance will continue in operation.

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

Statement of disclosure to the auditors

As far as the members of the council of management are aware, there is no relevant audit information of which the Alliance's auditors are unaware. All of the council of management members have taken all steps that he ought to as a director in order to make himself aware of any relevant audit information and to establish that the Alliance's auditors are aware of that information.

Members

At 31st December 2006 there were 36 member organizations of WHA in 24 countries. The liability of the members in the event of the WHA being wound up is limited to £1 per member. This liability continues for one year after membership ceases.

WORLD HEADACHE ALLIANCE

REPORT OF THE COUNCIL OF MANAGEMENT (Continued)

**Other matters (Continued)**

General

In preparing the above report the council of management has taken advantage of the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the council of management on 25th May 2007 and signed on its behalf by:-

T. J. STEINER  
Honorary Secretary

WORLD HEADACHE ALLIANCESTATEMENT OF FINANCIAL ACTIVITIES,INCLUDING THE INCOME AND EXPENDITURE ACCOUNT

<u>FOR THE YEAR ENDED:</u>	<u>Note</u>	<u>31ST DECEMBER 2006</u>			<u>2005</u>
		<u>Unrestricted</u> <u>-general fund</u>	<u>Restricted</u> <u>funds</u>	<u>Total</u>	<u>Total</u>
Incoming resources	1b)				
Incoming resources from generated funds					
Voluntary income					
Grants and donations received		23,365	112,332	135,697	185,002
Investment income					
Bank interest receivable		-	14,259	14,259	15,063
Other incoming resources					
Gains on exchange		-	-	-	9,056
Total incoming resources		23,365	126,591	149,956	209,121
Resources expended	1c)				
Costs of generating funds					
Costs of generating voluntary income	2	-	-	-	12,465
Charitable activities	3	21,653	107,085	128,738	143,592
Governance costs	4	18,123	2,784	20,907	13,342
Other resources expended	5	1,894	6,717	8,611	1,119
Total resources expended		41,670	116,586	158,256	170,518
Net (outgoing)/incoming resources before taxation and transfers		(18,305)	10,005	(8,300)	38,603
Taxation		-	-	-	-
Net (outgoing)/ incoming resources after taxation but before transfers		(18,305)	10,005	(8,300)	38,603
Transfers between funds		4,416	(4,416)	-	-
Net movement in funds		(13,889)	5,589	(8,300)	38,603
Fund balances, 31st December 2005, brought forward		36,456	475,973	512,429	473,826
Fund balances, 31st December 2006, carried forward	£	22,567	481,562	504,129	512,429

Continuing operations

No activities were commenced or discontinued during the above two financial years.

Total recognized gains and losses

The statement of financial activities includes all gains and losses recognized in the above two financial years.

The attached notes form part of these accounts.

WORLD HEADACHE ALLIANCE

<u>BALANCE SHEET</u>	<u>Note</u>	<u>31ST DECEMBER 2006</u>	<u>2005</u>
<u>Current assets</u>			
Debtors	7	132	14,528
Cash at bank		517,854	510,758
		<u>517,986</u>	<u>525,286</u>
<u>Deduct: Creditors: amounts falling due within one year</u>	8	<u>13,857</u>	<u>12,857</u>
Net current assets		<u>504,129</u>	<u>512,429</u>
Total assets less current liabilities		<u>£ 504,129</u>	<u>512,429</u>
<u>Funds</u>	9		
Unrestricted - general fund		22,567	36,456
Restricted		481,562	475,973
		<u>£ 504,129</u>	<u>512,429</u>

The members of the council of management have taken advantage in the preparation of the accounts of the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved and authorized for issue by the council of management on 25th May 2007 and signed on its behalf by:-

)  
 )  
 )  
 )  
 ) MEMBER OF THE COUNCIL  
 ) OF MANAGEMENT

T. J. STEINER

The attached notes form part of these accounts.

WORLD HEADACHE ALLIANCENOTES TO THE ACCOUNTS - 31ST DECEMBER 20061. Accounting policies

## a) Basis of accounting

The accounts have been prepared under the historical cost convention, in accordance with the provisions of the Companies Act 1985, the Statement of Recommended Practice - Accounting and Reporting by Charities issued in March 2005 and applicable United Kingdom Accounting Standards.

In accordance with Financial Reporting Standard No. 1, the Alliance is exempt from the requirement to prepare a cash flow statement as it is a small company.

## b) Incoming resources

All incoming resources are accounted for in the period to which they relate and are allocated between unrestricted and restricted funds as appropriate.

## c) Resources expended

Resources expended are taken into account on the accruals basis, inclusive of value added tax which cannot be recovered. All resources expended are allocated between unrestricted and restricted funds as appropriate.

## d) Foreign currency transactions

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange in operation at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of each transaction. Exchange differences are taken into account in arriving at the net outgoing resources.

## e) Restricted funds

All restricted funds relate to grants and donations received for specific purposes within the WHA's objects. Full details of the WHA's restricted funds are given in note 9 to the accounts.

	<u>Unrestricted</u> <u>-general fund</u>	<u>Restricted</u> <u>funds</u>	<u>Total</u>	<u>2005</u> <u>Total</u>
2. <u>Costs of generating voluntary income</u>				
Development officer's fees and expense	£ -	-	-	12,465

WORLD HEADACHE ALLIANCENOTES TO THE ACCOUNTS - 31ST DECEMBER 2006 (Continued)

	<u>Unrestricted</u> <u>-general fund</u>	<u>Restricted</u> <u>funds</u>	<u>Total</u>	<u>2005</u> <u>Total</u>
3. <u>Charitable activities</u>				
Meetings expenses	-	-	-	16,739
Website costs	15,073	-	15,073	27,047
Global Campaign expenditure	-	79,074	79,074	26,785
Global Campaign HR expenditure	-	26,449	26,449	-
Kyoto Sasakawa expenditure	-	-	-	1,255
WHO neurologist	-	-	-	8,710
Education material and training	-	-	-	-
Abstracts and exhibits	-	-	-	4,041
Support costs				
Administration fees and expenses	4,141	-	4,141	9,706
Chief operating officer's fees and expenses	-	-	-	45,574
Bookkeeping	2,167	929	3,096	3,168
Bank charges	272	633	905	567
	<u>£ 21,653</u>	<u>107,085</u>	<u>128,738</u>	<u>143,592</u>
4. <u>Governance costs</u>				
Auditors' remuneration (see below)	11,312	2,784	14,096	7,762
General governance costs	6,811	-	6,811	5,580
	<u>£ 18,123</u>	<u>2,784</u>	<u>20,907</u>	<u>13,342</u>
Auditors' remuneration can be divided as to £3,378 (2005 - £2,725) for audit work and £10,718 (2005 - £5,037) for non-audit work and out of pocket expenses.				
5. <u>Other resources expended</u>				
Losses on exchange	1,894	6,717	8,611	-
Loss on disposals of tangible fixed assets	-	-	-	1,119
	<u>£ 1,894</u>	<u>6,717</u>	<u>8,611</u>	<u>1,119</u>

WORLD HEADACHE ALLIANCENOTES TO THE ACCOUNTS - 31ST DECEMBER 2006 (Continued)6. Trustees' expenses and fees

Six (2005 - seven) members of the council of management were reimbursed for necessarily incurred expenses during the year. Such expenses are included in the appropriate categories of expenditure and totalled £31,623 (2005 - £29,608). In addition, Dr. T. J. Steiner charged the WHA fees of £8,710 (2005 - £4,290) in respect of the chairmanship of the WHA's Global Campaign. This amount is included in Global Campaign expenditure within costs of charitable activities.

7. <u>Debtors</u>		<u>2006</u>	<u>2005</u>
Other debtors	£	132	14,528
		<hr/>	<hr/>

8. <u>Creditors: amounts falling due within one year</u>		<u>2006</u>	<u>2005</u>
Other creditors	£	13,857	12,857
		<hr/>	<hr/>

9. <u>Funds</u>				Transfers between funds	
	As at <u>01.01.2006</u>	<u>Total resources</u>			As at <u>31.12.2006</u>
		<u>Incoming</u>	<u>Outgoing</u>		
Unrestricted					
- general fund	36,456	23,365	(41,670)	4,416	22,567
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Restricted					
- Millennium fund	177,724	5,989	(9)	-	183,704
- SPOG fund	3,671	-	-	(3,671)	-
- Global Campaign fund	40,878	102,332	(89,173)	-	54,037
- Global Campaign - HR fund	252,955	8,270	(27,404)	-	233,821
- Kyoto Sasakawa fund	745	-	-	(745)	-
- Elizabeth Garrett Anderson Award fund	-	10,000	-	-	10,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	475,973	126,591	(116,586)	(4,416)	481,562
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds	£ 512,429	149,956	(158,256)	-	504,129
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

		<u>Unrestricted</u>	<u>Restricted</u>	
		<u>-general fund</u>	<u>funds</u>	<u>Total</u>
Analysis of net assets between funds				
Fund balances at 31st December 2006				
are represented by:-				
Current assets		36,424	481,562	517,986
Current liabilities		(13,857)	-	(13,857)
		<hr/>	<hr/>	<hr/>
	£	22,567	481,562	504,129
		<hr/>	<hr/>	<hr/>

WORLD HEADACHE ALLIANCENOTES TO THE ACCOUNTS - 31ST DECEMBER 2006 (Continued)9. Funds (Continued)

## Restricted funds

The Millennium fund represents the donation by British Association for the Study of Headache (BASH) of proceeds from Headache World 2000, a conference held in 2000, organized by BASH, European Headache Federation (EHF), International Headache Society (IHS), Migraine Trust and WHA, in order to support collaboration between WHA, EHF and IHS in a programme of joint action of scientific study under the auspices of the World Health Organization (WHO) to discover, increase awareness of and study the effect of healthcare systems in order to mitigate the burdens attributable to headache disorders worldwide, net of applicable expenditure incurred to date. In 2005 part of this fund was set aside as the Global Campaign - HR fund (see below).

The SPOG (Strengthening Patient Organizations Globally) fund represented grants received for the provision of accessible articulation of current headache disability and burden research around the world together with the provision of training for member organizations to best utilize this to raise awareness of the great burden of headache disorders in both their regions and globally, net of applicable expenditure incurred. The remaining balance on this fund has been transferred to the general fund following agreement with the donor.

The Global Campaign fund represents donations received in respect of Lifting The Burden, the global campaign to reduce the burden of headache worldwide, a joint initiative between WHA, EHF, IHS and WHO, net of applicable expenditure incurred to date.

The Global Campaign - HR fund represents part of the Millennium fund that has been set aside in order to support human resources relating to the Global Campaign. The members of the council of management are of the opinion that this segregation gives a much clearer view of the uses to which the Millennium fund has been, and will be, put and the Global Campaign - HR fund is entirely complementary to the inherent restrictions of the Millennium fund.

The Kyoto Sasakawa fund represented a grant awarded by The Great Britain Sasakawa Foundation to support work in connection with the WHA's UK - Japan link, net of applicable expenditure incurred to date. The remaining balance on this fund has been transferred to the general fund following agreement with the donor.

The EGA Award fund represents a donation made by GlaxoSmithKline to be used to grant the Elizabeth Garrett Anderson Award to the person or group who, in the opinion of the Award Committee, will make the best and most effective use of it for the relief of the burden of headache anywhere in the world.

10. Members' liability

The liability of the members is limited to £1 per member.

11. Material incoming resources

The major sources of material incoming resources are two charities with similar objects to the Alliance and corporations involved in the medical profession.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
THE WORLD HEADACHE ALLIANCE

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We have audited the accounts of the World Headache Alliance for the year ended 31 December 2006 on pages 7 to 12. These accounts have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state thereto 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 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 council of management members and auditors

As described in the statement of council of management members' responsibilities on page 5 the members of the council of management, who act in the role of directors and trustees, are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985, and whether in our opinion the information given in the report of the council of management is consistent with the accounts. We also report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

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

Basis of opinion

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

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

Opinion

In our opinion the accounts:

- give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the company's affairs as at 31st December 2006 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- are consistent with the information given in the report of the council of management; and
- have been properly prepared in accordance with the Companies Act 1985.