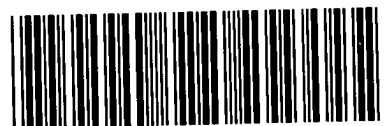


**The Bristol Centre for Advancement of Architecture Limited**

**Annual Report and Unaudited Financial Statements  
for the year ended  
31 March 2020**

**Company Registration 01831268  
Charity Registration 290575**

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# **The Bristol Centre for the Advancement of Architecture Limited**

## **Financial Statements**

**Year Ended 31 March 2020**

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# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

**Year Ended 31 March 2020**

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### **STRATEGIC REPORT**

The Board of Trustees presents its annual report and audited financial statements for the Bristol Centre for the Advancement of Architecture (referred to throughout as The Architecture Centre) for the year ended 31 March 2020. The financial statements comply with current statutory requirements, the memorandum and articles of association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **1) OBJECTIVES & ACTIVITIES**

The built environment profoundly effects every single one of us on a daily basis. The quality of the homes we live in, the designs of our commutes and our communities, our schools and hospitals, our access to parks and green spaces, to culture, heritage and a shared public realm, directly impacts our health and our happiness.

The Architecture Centre is the leading centre for design & creative placemaking in the West of England and our fundamental aim is to promote better buildings and places for people. Our work showcases the value of good design and the social, environmental and economic benefits of a better built environment.

Increasingly, our role is to bring people together to shape better places. We convene politicians, professionals and the public to discuss and to implement, innovative and practical solutions to the challenges of our time – from the climate emergency to covid, the housing crisis and the future of our cities.

We take inspiration from around the world, bringing the exceptional to Bristol, whilst showcasing the best ideas from across the South West. We believe that by increasing public awareness and working with those responsible for development, we will help raise the bar, creating opportunity and demand for better, and greener, buildings and places.

We seek to achieve our objectives through:

- Influencing Policy & Best Practice
- Improving Design (from individual homes to major city developments)
- Inspirational & Informative Public Programmes
- Celebrating our City through Bristol Open Doors
- Education & Careers Programmes for Young People, with a Focus on Diversity
- Place Transformation with Communities

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

**Year Ended 31 March 2020**

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### **2) THE YEAR IN NUMBERS**

During the year our activities reached over a million people.

- 4,000 people attended our live build & installation in Queens Square
- 1,756 people attended our monthly talks programme, a record figure with 98% tickets booked

#### **Bristol Open Doors**

- 43,000 visits to Bristol Open Doors in 2019 with visitors attending from every Bristol postcode & beyond. 8,726 (100%) of advance tickets booked.
- 87 different adventures into the past, present & future of the city created with 795 volunteers.
- 53 x diverse engineers collaborating to create events across the city including 110 individual tours & workshops
- 3 x tours of council estates made with 54 proud residents to mark 100 years of council housing

#### **Education & Volunteers**

- Our Education programmes reached 686 children & young people, many from areas experiencing multiple levels of deprivation.
- We worked with 855 volunteers in total, together they donated 13,320 hours to our work during the year.

#### **Live & Digital Audiences**

- We had an annual live audience of 49,800 across our programmes
- 96,795 people visited our websites during the year (31,723 Architecture Centre & 65,072 BOD)
- 11,300 people subscribed to our newsletters
- 30,255 views of our Homes for Heroes trilogy of short films
- >1 million people experienced our work through broadcast, traditional and social media

### **3) PROGRAMME**

The Architecture Centre is a place where design, discussion, culture and communities converge. As a world-leading centre for urban design and creative placemaking, we enable everyone to actively engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad as part of our annual public programme.

In 2019/20 the Centre's rich public programme featured over 100 events (including talks, walks and workshops), actively engaging 49,800 citizens in debate, education and immersive activities.

*"The Architecture Centre has done a brilliant job developing creative and artistic engagement with architecture over the last 20 years. It is an organisation that consistently challenges itself to innovate, excel and take artistic risks, combining a passion for design excellence with a great track record for bringing people and places together."*

**Phil Gibby, Area Director, South West, Arts Council England**

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

Year Ended 31 March 2020

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### National & International Talks Programme

In 2019/20 we featured keynote talks from national and international speakers addressing topics of global significance. These included Wayne Hemingway (Social Housing), Elena Marco, Henrik Johnsson & Yuli Cadney-Toh (Future Homes), Andrew Grant and the Landscape Institute (Nature in Cities – lessons from Singapore) and Designing Digital Cities with Elizabeth de Porzamparc, Jeff Risom, Institut Francais and the Taiwanese Embassy.

*"A great place is a healthy place for people and nature to connect. It was fantastic to work across programmes on our Green Horizons project with The Architecture Centre in 2019, raising public awareness of landscape architecture, developing co-design practice, youth engagement & changing professional practice."*

**Sarah Jones-Morris. Chair. Landscape Institute South West**

*"We're lucky to have such high calibre speakers coming specifically to Bristol to teach us valuable lessons for people and place"* Shankari Raj, Director, Nudge Group

### Programme Highlights

- 'Bauhaus Goes West (30 May 2019), Architectural Historian Alan Powers and Graphic Designer Sascha Lobe (Metropolis) discussed the legacy of Bauhaus for a centenary talk at Arnolfini. Students from UWE: Bristol graphic design department created the visuals for the event.
- 'Notre Dame: Restore, Rebuild or Ruin?' (25 July 2019) Saw Piers Taylor, conservation architect Jo Hibbert (FCB studios), mason Andrew Ziminski and Dezeen editor Tom Ravenscroft discuss the future of 'heritage' in the aftermath of fire.
- 'Homes for Heroes 100 (Spring – Autumn 2019). In 1919 the Addison Act, established in the aftermath of the First World War, introduced state-owned housing. This formed the basis of our Homes for Heroes 100 project a century later. We worked with The Bartlett (UCL), Bristol Cultural Development Partnership, Bristol City Council, residents of three estates in Bristol (Hillfields, Knowle West & Sea Mills) and a network of partners across the city on a year-long programme to raise awareness of this transformative era of social history, uncovering the past locally, and working internationally to discuss the future of social housing. 'The Estate We're In' (12 Sept 2019) saw designer Wayne Hemingway, broadcaster Kieran Yates, cabinet housing lead Cllr Paul Smith and a full house, discuss the future of social housing in the UK.
- Our Annual Stirling Prize lecture 'Goldsmith Street' with Mikhail Riches proved more popular than ever, with its timely environmental focus (30 Jan 2020), requiring additional rows to be brought into Arnolfini auditorium. Similarly the hugely popular 'Homes for the Future' with Elena Marco UWE:Bristol, Yuli Cadney-Toh (BDP) and Henrik Johnsson (Boklok) enabled the city to discuss density and high rise living in the context of a housing crisis.
- We ended the year convening international partners Institut Francais, Taipei Representative in the UK, French-Brazilian architect Elizabeth de Portzamparc, Jeff Risom Chief Innovation Officer at Gehl, Watershed and Bristol and Bath Cultural RnD for a talk and discussion at Arnolfini and Watershed on 'Designing Digital Cities' (27 Feb 2020).

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

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The success of our talks programmes is reflected clearly in our audience figures. Under current leadership we have increased audiences by 56% (1745 from 1120) and now report 98% sales across the talks.

### 4) BRISTOL OPEN DOORS

*"Who doesn't love the chance to see into the city's most private and secretive buildings? Clearly, Bristolians do - which is why Bristol Open Doors has gone from strength to strength each year"*

**Deri Robbins, Editor, Bristol Life**

One of our largest annual activities is the ever-popular Bristol Open Doors.

For one weekend a year, Bristol Open Doors gives citizens the keys to the city, encouraging us all to explore the world around us. A celebration of heritage, architecture, engineering and design, we worked with experts across the city to create 81 experiences, hosting 255 events across Bristol's rich built environment of buildings, spaces and places in 2019.

Over 20,000 citizens explore the past, present and future of the city together through tours, installations and workshops across three days in September, making it the region's largest moment of shared civic engagement and learning. The festival is created with the input of 795 extraordinary volunteers.

In 2019 we had 43,000 visits to Bristol Open Doors with visitors coming from every postcode. 91% of people surveyed said that they had learnt something new about the city over the weekend, and 70% strongly agreed/agreed that they explored a new part of the city. Audiences attended from every Bristol Postcode and beyond.

*"It's fascinating to see parts of the city I've lived in all my life that I didn't know existed."*

**Audience via e-survey**

Developing a resilient financial model for this much-loved event became a key priority in 2019. On the basis of our audience survey in Oct 2018, we introduced an affordable ticketing strategy, developing a key strand of new ticketed events, to help contribute towards the cost of the festival. In 2019 we made 5940 advance tickets available, all of which sold out, indicating audience appetite, whilst still attracting Bristolians from every postcode. Introducing a charge also reduced the large number of 'no-shows' we previously experienced with free events, meaning more people could experience Bristol Open Doors.

*"This is a wonderful event, thank you to everyone who makes it possible. Please strive to keep it happening."*

**Audience via e-survey**

### Engineering Futures at Bristol Open Doors with the Royal Academy of Engineering

We won Ingenious Funding from the RAE to work with 50 diverse engineers from different firms and universities locally to create 10 imaginative events for Bristol Open Doors.

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

Year Ended 31 March 2020

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53 diverse engineers were supported to create wonderful experiences including boat tours, a museum in the air at Clifton Suspension Bridge, sound walks, bus tours, turbine-based family workshops and a sound installation in Redcliffe Caves. The hugely popular events showed the diversity of people in the profession, but also the range of roles for engineers in society, from sound engineering, to civic and environmental engineering.

*"This was one of our most successful BOD events! A brilliant creative idea from the workshops which engaged almost all visitors crossing the bridge. We saw richer engagement, speaking with engineers, archives staff and volunteers. The engineers were a little nervous about talking to the public but had a great day and all came out of it with positive feelings and interesting stories about the people they had met and the conversations they had."*

**Clifton Suspension Bridge**

100% of the engineers involved said they enjoyed themselves, with 90% saying they felt motivated and better prepared to take part in public engagement and 100% saying they'd recommend that colleagues take part in the experience in future.

*"My communication and organisation skills have been tested so much from being involved. My confidence and leadership skills have grown a lot more than I imagined. I never would have thought that I would be considered the person leading and driving an idea from concept to reality...Being a female working in engineering is well perceived, but it still needs to be emphasised and celebrated - we are still a minority in our field."*

**Charlene Chung, Atkins**

Our surveys showed that the experiences impacted our young audiences too.

*"The boys (age 13 and 11yrs) have been really inspired. They talk about being architects or engineers following these days."* **Audience Survey**

## Highlights from 2019

- **Homes for Heroes 100** project with Heritage Lottery Fund, Bristol Cultural Development Partnership, Bristol Museums and Archives, Local Learning, Knowle West Media Centre, The Bartlett (UCL) University of Bristol and Bristol City Council. We worked with residents from some of the first built council estates in the UK to look at the past, present and future of council housing. Together we supported 54 residents of three estates across Bristol [Sea Mills, Hillfields, Knowle West] to research the history of their estates and develop 6 x sold out performative tours for Bristol Open Tours (253 people). They also took part in the project film 'Life on the Estate'.
- We unlocked 35 heritage sites revealing the hidden narratives of our city, including St Michael on the Mount, Albion Dock, Elsie Briggs House & St John's Ancient Churchyard

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

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- Opening the doors to the future city, we worked with YTL to develop tours of the former Filton Airfield and Brabazon Hangars (birthplace of Concorde), soon to be transformed into a thriving new neighbourhood and arena. We ran sustainable energy workshops at Thrive Renewables wind farm and opened cutting edge technology labs at Unit DX. Audiences also joined architect-led tours of the Copper Building, and developer-led tours of Finzels Reach, Wapping Wharf, and heritage restoration project The General.

*"After attending for several years I think this year was the best selection yet"*

**Audience by E-Survey 2019**

### Reaching Diverse Audiences

Bristol Open Doors attracts a wide audience from across the South West. We know that visitors came from every BS postcode in 2019 (4485 postcodes), with 17% attending from the highest quartile areas of multiple deprivation. Our engineering strand was directed to appeal to visitors young and old (1,781 young people engaged), and we anticipate that 9-10% audience are under 18 years of age across the festival.

Because a large majority of the events are free to access, we lack the data to fully understand our audiences, or contact them again after the event. This impacts our ability to monitor inclusion and to further develop our financial resilience. In future years we intend to seek investment into this vital tool as we progress towards resilient heritage and a sustainable event.

In 2019, we continued to prioritise working with diverse communities to give them a voice in the programme, and raising the social investment to facilitate this work. For example we worked with local people and partners to develop tours in Sea Mills an area experiencing multiple indicators of deprivation (top 10% nationwide). Our partnership with the RAE also saw us work with a proportion of under-represented engineers and audiences, including female engineers (43%) trans engineers, younger people, and those with BAME heritage (40%).

We continued to invest in developing new and younger audiences for heritage through digital engagement and social media (10K followers of our social channels). We reached, 58,000 users via our website and >400,000 people via social media content. We established media partnerships with Bristol 24/7 and Bristol

Post, which helped Bristol Open Doors press reach >1 million people, a feat repeated by our city-wide poster campaigns.

Our push to tell more diverse stories of the city was not lost on audiences.

*"What a fabulous weekend, thank you so much. You are not only opening doors but the minds of us all"* **Audience via e-survey 2019**

*"What struck me most was that people of all persuasions are very interested in the history and culture of Bristol."* **Audience via e-survey 2019**



# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

Year Ended 31 March 2020

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### A Thank You to Our Supporters

Bristol Open Doors 2019 was part-supported by an Ingenious grant from the Royal Academy of Engineering, and by National Lottery players through the Heritage Lottery Fund (Homes for Heroes 100). We are increasingly thankful to our growing list of trusts and sponsors including Arup, AWW, Atkins, Bristol Civic Society, Alec French Architects, Avery's, Curtins, Cubex, City & Country, Finzels Reach, Ferguson Mann, YTL, UWE Bristol, Thrive, RIBA and ICE.

*'We thoroughly enjoyed being part of Bristol Open Doors, offering the public the chance to see inside unusual buildings and spaces as well as engage in how their city is evolving'.*

**Elgan Jones, Cubex (Finzels Reach)**

### 5) DESIGN WEST

#### Building Better Places Through Design Review & Policy Development

The West of England is growing, with >100,000 new homes set to be built across the West of England Combined Authority (WECA) (Bath & North East Somerset, Bristol, South Gloucestershire) and nearby North Somerset, by 2036. Bristol is set to be one of the fastest growing cities over the next three years (2.3% GVA, Ernst & Young Regional Economic Forecast) with an undersupply of new homes (Bristol Housing Market Report 2017) and the fastest rising house prices of UK cities (Hometrack 2016).

Ensuring that local growth translates to a high-quality built environment, and great, sustainable, places for citizens to live and work is a priority for The Architecture Centre. In the face of increased housing and infrastructure delivery targets and reduced local authority funding from central government (32% reduction since 2008) The Architecture Centre has stepped up our support for driving quality design, convening the sector to work with us to support key local goals.

#### Formation of Design West

The Architecture Centre has a long history of bringing people together to shape better places. Since 2007 we have managed the Bristol Urban Design Forum (BUDF). In 2019/20, the organisation expanded our support, with the launch of Design West, a new service shaped with input from the local four authorities, WECA our local universities and the Built and Natural Environment Sectors.

In 2019 we created four panels, one for each unitary authority (BANES, Bristol, S.Glocs & North Somerset), chaired by Rob Gregory (MArch BA (Hons) RIBA ARB), Cora Kwiatkowski (BSc AA Dip FRSA) and Jane Fowles (BA(Hons) DipLA (Hons) MAUD CMLI), Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA) and Juliet Bidgood (MA Dip Arch RIBA). The service is led by our experienced programme lead Pippa Goldfinger.

The panels convene 70 experts across design, health, climate, engineering, heritage, housing, landscape, inclusive growth, people and place, and transport, to provide independent guidance on significant development proposals for Bristol and beyond.

The Design Review process leads directly to design improvements for citizens and the environment whilst often adding value to projects.

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

Year Ended 31 March 2020

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We launched a new website for Design West in Jan 2020, launching the service formerly in March 2020.

### Design Review Service

Valued by all stakeholders as a tool to drive better design, the re-developed Design Review service has seen 34 schemes in the past year. Sites brought to review included University of Bristol Temple Quarter Enterprise Campus, Bristol Royal Infirmary, Ashton Gate, Silverthorne Lane, Malmain Drive and Uplands, Nailsea. We also conducted Design Review for Mendip, reviewing Selwood Garden Village in Frome (chaired by Alison Dutoit, UWE Bristol).

Over the last two years we have refreshed and diversified the Design West Panel, to bring new critical skills and experience and to improve gender balance and diversity.

*"Bristol City Council's City Design Group have worked with BUDF since its inception and over the years the advice from BUDF has greatly improved many of the major schemes in Bristol"*

**Vicky Smith, City Design Service Manager, City Design Group, Bristol City Council**

*"Thanks to Design West for today's design review of our next phase of Finzel's Reach on the former Avon Fire HQ plot. Good positive feedback and well-received critiquing of our scheme. Again, I encourage applicants to use design panels. It makes for better schemes."*

**Gavin Bridge, Cubex (Property Developer)**

### Developing a Placemaking Charter for the West of England

In June 2019 we worked with the WECA to create a placemaking conference for the West of England. In December 2019 we were commissioned to develop the first Placemaking Charter for the West of England, conducting research and the first phases of workshops with local authorities in Spring 2020.

## 6) EDUCATION PROGRAMME

The Architecture Centre is a national leader in place-based education. We inspire young people of all ages in the Built Environment, and open up career pathways, intervening to provide valuable opportunities which many young people would otherwise not have.

In 2019/20 we delivered 23 learning and participation events involving 686 children and young people.

### Shape My City (15 – 18 yrs)

The Architecture Centre's innovative careers and participation programme for 15 -18 year-olds celebrated its 6<sup>th</sup> year. Shape My City offers high quality careers development support aimed at girls

# The Bristol Centre for the Advancement of Architecture Limited

## Trustees' Annual Report

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and young people from BAME and lower socio-economic backgrounds, making a tangible impact on their lives, whilst working towards building a more diverse and representative built environment sector.

The 2019 programme supported 20 young people over the course of a year through workshops, mentoring, site visits and a live build project, a collaboration between The Architecture Centre and industry, the programme involved professional inspirers from: Ramboll, HAB & UWE (staff and students) among others. We thank the Nisbet Trust for supporting our Education Programmes.

*'The Shape My City programme provides invaluable opportunities for young Bristolians from diverse backgrounds to gain new skills and confidence, developing career pathways into built environment and property sectors. Through creative careers workshops, mentoring, live projects and access to inspiring industry role models, the programme aims to nurture a new generation of placemakers, who better reflect the diversity of our city'*

**Asher Craig, Deputy Mayor of Bristol**

*"Shape My City changed my life and I am grateful for the doors it helped open for me and others.*

**Hani Salah, Shape My City Alumni**

### Green Horizons

Across Summer 2019, we embarked on a project with the Landscape Institute, UWE, University of Gloucestershire and Buro Happold to deliver:

- 3 x sold out CPD sessions to develop community engagement and co-design skills within Built Environment professions.
- A 'Live Build' for Festival of Nature. The cross sector team, led by young people, designed and built a temporary pavilion and nature-led installation in Queen Square responding to a 'client brief' from Festival of Nature.

*"Massive thanks for the Architecture Centre's livebuild presence on Queen Square. It worked BRILLIANTLY and added a much-needed element into the festival"*

**Savita Willmott, CEO, Bristol Natural History Consortium**

### My Place - Early Years (3 – 5 yrs)

Paul Hamlyn Foundation are working with us over two years to develop new place-based early years learning for families. My Place contributes to the UK's 2016 Cultural White Paper, where place-based participation is highlighted as an important, and under-developed vehicle through which to connect city children with heritage, environment and the creative design process.

In 2019/20 we worked with two artists and over 70 children over 15 workshops in two Bristol City Council Children's Centres in St Philips Marsh and Illminster Avenue (communities of multiple deprivation). We also created an exhibition with young people (Room 13) for the Child Friendly City Conference at City Hall.

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

**Year Ended 31 March 2020**

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### **Driving Policy & National Leadership**

During 2019/20 we led on age-inclusive design at local and national levels:

Generation Place: With support from Ove Arup Foundation we also undertook a piece of curriculum mapping to take forward the DCMS Farrell Review around how best to develop place-based learning in schools.

Our work was featured in a national 'Catalyst for Change' exhibition and presented at Place Alliance annual 'Big Meet' at UCL, developing our profile as a leader in place-based education.

We took part in the Child Friendly City conference and continued our support of the BCC Children's Charter

### **7) PLACE TRANSFORMATION**

During 2019/20 we began a new strand of work bringing community stakeholders, local politicians, social enterprises and built environment professionals together to co-design and transform our shared public spaces.

We began this work with a pilot study, The Green Way in St Pauls, Bristol. Using our Urban Room Project (ACE Supported) we worked with school children to consult the public before bringing professionals, communities and creatives together to co-design change. We successfully won investment into developing this pilot project in Dec 2019. We will report on the project in 2021.

### **8) FINANCIAL & OPERATIONAL REVIEW**

#### **Financial Review**

2019/20 saw The Architecture Centre again report the best financial operating year on record, as the organisation built its impact, working towards a safe level of reserves and raising funds for the required capital changes to the building.

Under the new leadership and board, income for the year was £489,625, an increase of 33% (£122K) on the previous year (£368,301), and a 76% increase on 2017/18. This continued growth reflects the experienced leadership of the director and trustees, and the advances made by the organisation in respect to delivering key services, generating demand from larger audiences, forging stronger partnerships with the professional sector and better demonstrating our value to Trusts and Foundations.

This year we have built significant reserves to stabilise the organisation in the form of a general fund of £86,815, in unrestricted free reserves (from £50,000) and £133,065 (from £32,838) for our designated capital transformation fund for the building. Restricted reserves are fairly stable with £70,622 (from £66,618) held for future projects, a total net movement of +£142,852 in reserves. The growth of unrestricted reserves provides important resilience to the organisation, in 2019/20 we were at maximum staff capacity, and the reserves we build will enable us to recruit a larger team and prevent burnout of key staff. The building fund creates a base for phase two of our transformation, where we plan to both make vital repairs and modernise the centre to build our charitable impact.

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

### **Year Ended 31 March 2020**

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During the year, with the launch of Design West we significantly expanded our Design Review and Policy services, almost tripling the income of this activity to £156,179 (from £56,595), rental income provided a steady £60,894. Our leap forward in communications and relevant programming, saw tickets sales income also triple from 2018/19, likewise our improved partnerships saw sponsorship income increase by £10K. Earned income increased significantly to comprise 59% of income.

Place Transformation became a significant new strand of work, generating £73,839 income and new avenues of public funding. Public funding contributed 34% (£165,323) to the year. We continued our critical 3-year partnership with UWE (£20K) comprising our only core partner, and finished our first Key Arts Provider 2-year project funding with Bristol City Council (£12,750 pa). Arts Council England contributed £24K to support the dynamic Urban Room project aimed at creatively democratising and diversifying understanding of our built environment. We were able to part-fund Bristol Open Doors, with public engagement projects via RAE Ingenious and Heritage Lottery Fund/BCDP. We are making good progress towards a resilience business model for this important civic event, but future public investment to develop a booking system and CRM, and to support our inclusion work with diverse communities will be critical for its future.

With much of our focus on generating earned and public funding, private funding from Trusts and Foundations decreased and should be re-prioritised once capacity allows. We are reaching the end of our current agreements with Nisbet Trust and Paul Hamlyn Foundation.

We worked with a development consultant in 2019 to improve our membership offer and begin to develop designs for the building. This work was halted with Covid-19, but will be returned to once the organisation has the capacity to develop this further.

The new director continued the efficiency drive across the organisation reducing supplier costs and finessing the finance system to carefully track project expenditure with the team. Expenditure was incredibly well managed through the year and when partnered with the ambitious income targets set by the new CEO, returned the transformative figures at the year end. 2019/20 continued the impressive trajectory of the charity.

### **Impact of Covid-19**

In March 2020 Covid-19 began to impact the charity. The organisation was unable to hold large public events, and although we quickly transitioned events to online, the revenue raised will fall significantly in 2020/21. Bristol Open Doors ticketing and sponsorship will be badly effected in the 2020/21 accounts by the inability to hold a large outdoor event. Likewise we anticipate that space hire and our training services will be badly hit, although we have successfully transformed to created a digital design review service to mitigate loss. Expenditure is also increased as we have invested in IT for homeworking, and office renovation to create a covid-safe office for periods in the centre.

The temporary closure of large funding programmes from HLF and ACE during 2020 (in favour of emergency support) negatively impacted our organisation, as we were unable to submit planned multi-year bids at an important stage in our development. Likewise, the re-purposing of trust and foundation funding towards emergency support, and away from projects, will also impact the charity in 2020/21. We do not have core funders, and as such the ability to raise ongoing programme investment is important to the organisation.

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

### **Year Ended 31 March 2020**

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Covid-19 has also revealed to society at large, the importance of our built environment, of good housing design, of our public realm and of access to green space. The pandemic has reinforced the need for our charity and refocussed our attention on quality design and equity. Likewise, the importance of 'placemaking' continues to grow as a priority across multiple funders. We have adapted future programmes to address this need, transitioning to online and outdoor working across many of our programmes 2020-2021.

Despite the difficult year ahead, following two strong years, the trustees are pleased to report a responsible reserves position leading into 2020/21, and a strong mix of income streams now supporting our programmes. With clear leadership and the support of new and existing funders for our impactful work, we will weather the covid storm.

The Director and chair meet every two weeks during the pandemic, in person or online, to regularly discuss the ongoing risk and decisions taken by the organisation.

#### **Risk & Financial Monitoring**

The Architecture Centre has stringent financial processes. Budgets and cashflow positions are carefully monitored throughout the year to ensure any risks are identified and mitigated at an early stage. Overhead and administration costs are reviewed annually to ensure maximum cost efficiency and value for money. We continually look for ways to maximise income and make efficiency savings without compromising public benefit or the quality of the offer.

Well-structured accounts software (Quickbooks) enable us to set targets and track spend across the business. Progress against financial targets is monitored closely through monthly reports and regular meetings with budget holders. At an executive level, overall progress is monitored monthly. Highlight reports are sent to the board on a regular basis with full financial reports and forecasts produced and discussed at quarterly board meetings.

Restricted funds are carefully monitored and tracked through profit and loss accounts established for each project. The organisation maintains a risk register to identify and regularly monitor the risks facing the organisation. Monitoring and mitigation of risks is discussed at each board meeting, with any significant changes to risk status escalated to the trustees between meetings.

#### **Structure, Governance & Management**

The Bristol Centre for the Advancement of Architecture is a company limited by shares constituted in 1984 (no dividends are paid to the founding shareholders) and a registered charity. The governing body is the Board of Trustees who are non-executive and unpaid.

Our Director Dr Anna Rutherford is recognised for transforming organisations, in terms of both impact and financial resilience, and continues to work with the Chair and Board to make sustainable strategic change across the organisation to strengthen key areas of activity, staff structure and to modernise operations. The Chair and Director meet every month to ensure strong governance through this process.

The organisation has long benefitted from highly skilled and committed trustees. During 2019/20, the board continued to refresh in line with our skills audit to meet the needs of the developing organisation.

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

**Year Ended 31 March 2020**

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The Board of Trustees meets on a quarterly basis and is ultimately responsible for:

- Ensuring the aims and objectives of the organisation are being effectively achieved
- Providing strategic support to the Director and staff
- Agreeing the annual budget and ensuring financial best practice and resilience
- Ensuring by regular review the maintenance and implementation of policies, including Child Protection, Equality & Diversity, Health & Safety and Volunteers
- Building landlord matters

The trustees regularly review the composition of the board to ensure it has the skills necessary for continued good management and the financial success of the organisation. The board will continue to develop to update our skillset, networks and to better balance diversity.

### **Public Benefit**

Having regard for the Charity Commission public benefit guidance, The Architecture Centre exists to promote better buildings and places for people. We do this through demonstrating the value of good design and raising awareness and expectations, achieved through our talks, exhibitions, walks, and education programmes and by partnership working. Our design services were established to improve the quality of the built environment around us, raising the standards of the houses and neighbourhoods we live in, the services we use and the public realm we all share. Our programme of talks and workshops have affordable ticket prices and we offer concessionary discounts to a range of groups. Our education and outreach activities are largely aimed at children and young people from ethnically and socio-economically diverse backgrounds, many of these are free to access, enabling a wide range of people to participate. We are based centrally on Bristol Harbour with good public transport links and are accessible for disabled visitors. We have an engagement and outreach programme, committed to engaging with diverse communities and delivered in partnership with them. Activity takes place in different neighbourhoods across the city to extend our reach and openness.

### **Reserves Policy**

The Architecture Centre's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the Trustees agree that in order to weather variations in cash flow our free reserves should reach six months expenditure (£100,000) as a general reserve. In addition to this, the board have assigned a designated reserves fund for the future capital transformation of The Architecture Centre. At the end of March 2020, the board are pleased to report significant progress against our business plan. Unrestricted free reserves increased significantly to £86,815 and £133,065 in the designated fund for future capital transformation of the centre. The trustees will continue to balance holding strong reserves for the organisation, with the risk of covid and the need to repair and re-imagine the building, to develop a more resilient and impactful organisation in the long term.

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Trustees' Annual Report**

**Year Ended 31 March 2020**

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The trustees believe that the current business plan make the business a going concern and are confident of a mixed income stream over the next 3-years. The organization has a 125-year lease asset that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review service. As described in the finance report, we have stable building tenants and have also secured Arts Council England, Bristol City Council funding for 2020/21.

### **Trustees' Responsibilities in Relation to the Financial Statements**

The trustees (who are also directors of The Bristol Centre for the Advancement of Architecture Limited for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom 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 of the income and expenditure, of the charitable company 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 judgments 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# **The Bristol Centre for the Advancement of Architecture Limited**

## **Reference & Administrative Information**

**Year Ended 31 March 2020**

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The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

**Charity name:** The Bristol Centre For The Advancement Of Architecture Limited

**Company Registration Number:** 01831268

**Charity Registration Number:** 290575

**Principal Office:** The Architecture Centre, 16 Narrow Quay, Bristol, BS1 4QA

**Registered Office:** The Architecture Centre 16 Narrow Quay Bristol, BS1 4QA

### **Trustees:**

N Childs	Chair
P Burbidge	(resigned 28 Jan 2020)
G Eddy	(appointed 4 Apr 2019)
C Kwiatkowski	
S Hilton	(appointed 4 Apr 2019)
P Jones	(resigned 28 Jan 2020)
E Marco	
T Russell	
H Salih	(appointed 16 July 2020)
S Loyn	

**Independent Examiner:** Burton Sweet, The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton, Bristol BS48 1UR

### **Small Company Provisions**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the board and signed on its behalf by:

**Nick Childs**



**Chair**

**Date**

23/12/20

# **The Bristol Centre for the Advancement of Architecture Limited**

## **Independent Examiner's Report to the Trustees**

**Year Ended 31 March 2020**

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I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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Neil Kingston FCA  
Burton Sweet Chartered Accountants  
The Clock Tower  
5 Farleigh Court  
Old Weston Road  
Flax Bourton  
Bristol BS48 1UR

Date: 23-12-2020

**THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)**  
**YEAR ENDED 31 MARCH 2020**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>					
Grants and donations	2	76,823	131,706	208,529	213,776
Charitable activities	3	211,135	-	211,135	90,731
Investments		69,961	-	69,961	63,794
<b>Total income</b>		<b>357,919</b>	<b>131,706</b>	<b>489,625</b>	<b>368,301</b>
<b>Expenditure on:</b>					
Charitable activities	4	212,135	134,638	346,773	254,605
<b>Total expenditure</b>		<b>212,135</b>	<b>134,638</b>	<b>346,773</b>	<b>254,605</b>
<b>Net income/(expenditure)</b>		<b>145,784</b>	<b>(2,932)</b>	<b>142,852</b>	<b>113,696</b>
<b>Transfers between funds</b>		<b>(6,936)</b>	<b>6,936</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>138,848</b>	<b>4,004</b>	<b>142,852</b>	<b>113,696</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	15	530,253	66,618	596,871	483,175
Total funds carried forward	15	669,101	70,622	739,723	596,871

The Statement of Financial Activities includes all gains and losses in the year.

All income and expenditure derive from continuing activities.

See note 17 for prior year comparatives.

**The notes on pages 19 to 28 form an integral part of these financial statements**

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## BALANCE SHEET

YEAR ENDED 31 MARCH 2020

	Note	£	2020 £	£	2019 £
<b>Fixed assets:</b>					
Tangible assets	9		449,221		447,415
<b>Current assets:</b>					
Debtors	10	88,648		36,059	
Cash at bank and in hand		<u>260,165</u>		<u>150,495</u>	
		348,813		186,554	
<b>Creditors: Amounts falling due within one year</b>	11	<u>(58,311)</u>		<u>(37,098)</u>	
<b>Net current assets</b>			290,502		149,456
<b>Total assets less current liabilities</b>			<u>739,723</u>		<u>596,871</u>
<b>Net assets</b>			<u>739,723</u>		<u>596,871</u>
<b>The funds of the charity:</b>					
<b>Restricted funds</b>	15		70,622		66,618
<b>Unrestricted funds</b>					
Called up share capital	12	2,740		2,740	
Unrestricted income funds	15	<u>666,361</u>		<u>527,513</u>	
Total unrestricted funds			669,101		530,253
<b>Total charity funds</b>			<u>739,723</u>		<u>596,871</u>

The notes on pages 19 to 28 form an integral part of these financial statements

**THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED**

**BALANCE SHEET (CONTINUED)**

**YEAR ENDED 31 MARCH 2020**

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For the year ended 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors responsibilities:**

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

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the trustees on 23/12/20 and are signed on their behalf by:



Nick Childs  
Chair

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Company registration number: 01831268

**The notes on pages 19 to 28 form an integral part of these financial statements**

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# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies

#### Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom Accounting Standards, FRS 102, the Companies Act 2006, the Charities Act 2011 and the Charities Statement of Recommended Practice (FRS 102).

Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Along with other similar charities and organisations, the COVID-19 pandemic has brought many uncertainties to the global economy. The impact of this on the charity is highlighted in further detail within the Trustees' annual report. Notwithstanding these uncertainties, the Trustees have chosen to prepare the financial statements on a going concern basis given the free reserves held by the charity and the careful planning of the Trustees.

The charity is a public benefit entity as defined under FRS102.

#### Fund accounting

Unrestricted funds are available for use at the trustees' discretion in furtherance of the general objectives of the charity.

Restricted funds are subject to restrictions imposed by the funder.

#### Income recognition

Items of income are recognised and included in the accounts when all of the following requirements are met:

- The charity is entitled to the funds
- Any performance condition attached to the items of income have been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable, and
- The amount can be measured reliably

Deferred income represents amounts received for future periods and is released to income in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the donation must only be used in future accounting periods, or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### Expenditure and irrecoverable VAT

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries and governance costs. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies (continued)

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the costs of any legal advice to trustees on governance. Constitutional, or statutory matters, these costs are included under expenditure on charitable activities.

Irrecoverable VAT is charged against the category of expenditure for which it was incurred.

#### Grants receivable

Grants for revenue expenditure are credited to the Statement of Financial Activities as and when the related expenditure is incurred.

#### Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

#### Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Leasehold property	over the term of the lease
Office equipment	33% straight line basis
Website design	33% straight line basis

Items of equipment are capitalised at cost where the purchase price exceeds £500.

Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

#### Investment property

Investment property is measured at fair value with changes in the fair value recognised in the Statement of Financial Activities. The trustees have a policy of revaluing investment properties every 5 years.

#### Operating leases

Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

#### Pension

The charity operates a defined contribution pension scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

#### Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all the liabilities

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 2 Income from grants and donations

	Unrestricted funds	Restricted funds	Total funds 2020
	£	£	£
Grants receivable	69,245	131,706	200,951
Donations	494	-	494
Memberships	7,084	-	7,084
	<u>76,823</u>	<u>131,706</u>	<u>208,529</u>

### Prior year comparatives

	Unrestricted funds	Restricted funds	Total funds 2019
	£	£	£
Grants receivable	64,500	129,538	194,038
Donations	6,602	-	6,602
Memberships	13,136	-	13,136
	<u>84,238</u>	<u>129,538</u>	<u>213,776</u>

### 3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	£	£	£	£
Events, Exhibitions, Education & Design Services	211,135	-	211,135	90,731
	<u>211,135</u>	<u>-</u>	<u>211,135</u>	<u>90,731</u>

All income from charitable activities in 2019 was unrestricted.

### 4 Expenditure on charitable activities

	Public Engagement & Design Services	Rent & Servicing	Admin	Governance	Total 2020
	£	£	£	£	£
Activity costs	109,058	-	-	-	109,058
Employment costs	130,456	28,802	10,165	-	169,423
Establishment costs	3,376	745	264	-	4,385
Repairs and maintenance	648	143	50	-	841
Office expenses	17,906	3,953	1,396	-	23,255
Printing, postage and stationery	550	121	43	-	714
Subscriptions and donations	444	98	35	-	576
Cleaning	259	57	20	-	337
Travel and subsistence	2,469	545	192	-	3,206
Advertising and promotion	21,898	4,835	1,706	-	28,439
Accounting fees	1,272	281	99	-	1,652
Independent Examiner's fees	-	-	-	2,000	2,000
Legal and professional costs	-	-	-	62	62
Bank charges	413	91	33	-	537
Depreciation of tangible fixed assets	1,762	389	137	-	2,288
	<u>290,511</u>	<u>40,060</u>	<u>14,140</u>	<u>2,062</u>	<u>346,773</u>



# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 4 Expenditure on charitable activities (continued)

Prior year comparatives	Public Engagement & Design Services	Servicing	Admin	Governance	Total 2019
	£	£	£	£	£
Activity costs	48,185	-	-	-	48,185
Employment costs	111,582	24,635	8,695	-	144,912
Establishment costs	3,269	722	254	-	4,245
Repairs and maintenance	2,875	635	224	-	3,734
Office expenses	14,576	3,218	1,136	-	18,930
Printing, postage and stationery	1,386	306	108	-	1,800
Subscriptions and donations	402	89	31	-	522
Cleaning	307	68	24	-	399
Travel and subsistence	2,620	578	204	-	3,402
Advertising and promotion	15,578	3,439	1,214	-	20,231
Accounting fees	2,803	619	218	-	3,640
Independent Examiner's fees	-	-	-	1,261	1,261
Legal and professional costs	-	-	-	1,220	1,220
Bank charges	287	63	23	-	373
Depreciation of tangible fixed assets	1,348	298	105	-	1,751
	205,218	34,670	12,236	2,481	254,605

### 5 Trustees remuneration and expenses

No trustees received any remuneration, reimbursed expenses or waived expenses during the year or the previous year.

During the year, Trustee Cora Kwiakowski was appointed and served as a co-chair of our Bristol Design Review Panel. Our Panel Chairs received honorariums for their services, at a fixed rate to acknowledge the additional significant time commitment. Cora Kwiakowski performs this role in addition to trustee support and was remunerated on a par with other Panel Chairs, receiving £700 in honorariums during the year (2019: £Nil).

### 6 Net Income/ (expenditure) in the year

This is after charging:	2020 £	2019 £
Independent examination fee	2,000	1,261
Depreciation of fixed assets	2,288	1,751

### 7 Analysis of staff costs

The aggregate payroll costs of these persons were as follows:

	2020 £	2019 £
Wages and salaries	154,144	134,011
Social security	10,186	8,248
Pension costs	4,124	1,508
Redundancy costs	-	5,361
	168,454	149,128

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 7 Analysis of staff costs (continued)

The average number of employees (headcount) in the year was 7 (2019: 7)

There are no employees that are remunerated in excess of £60,000 per annum

The key management personnel are considered to be the trustees and the director. The total employment benefits received by key management personnel in the year were £47,540 (2019: £39,721).

### 8 Taxation

As a charity, The Bristol Centre for the Advancement of Architecture is exempt from tax on income and gains within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its chargeable objects. No tax charges have arisen in the charity.

### 9 Tangible fixed assets

	Investment property	Leasehold property	Website design	Office equipment	Total
Cost	£	£	£	£	£
At 1 April 2019	398,348	132,783	13,208	76,263	620,602
Additions	-	-	-	4,094	4,094
Disposals	-	-	-	(74,143)	(74,143)
At 31 March 2020	398,348	132,783	13,208	6,214	550,553
<b>Depreciation</b>					
At 1 April 2019	-	84,628	13,208	75,351	173,187
Charge for the year	-	467	-	1,821	2,288
On disposal	-	-	-	(74,143)	(74,143)
At 31 March 2020	-	85,095	13,208	3,029	101,332
<b>Net book value</b>					
At 31 March 2020	398,348	47,688	-	3,185	449,221
At 31 March 2019	398,348	48,155	-	912	447,415

The fair value of the charity's investment property was revalued in 2017.

### 10 Debtors

	2020 £	2019 £
Trade debtors	88,648	33,945
Prepayments and accrued income	-	2,114
	<u>88,648</u>	<u>36,059</u>

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 11 Creditors

	2020	2019
	£	£
Trade creditors	17,246	5,822
Taxation and social security	17,977	10,689
Other creditors	1,320	369
Accruals and deferred income	21,768	20,218
	<u>58,311</u>	<u>37,098</u>

Creditors amounts falling due within one year includes deferred income:

	2020	2019
	£	£
Deferred income b/fwd	17,715	12,000
Amount released into income	(17,715)	(12,000)
Amount deferred in the year	19,615	17,715
Deferred income c/fwd	<u>19,615</u>	<u>17,715</u>

Deferred income related to rent paid in advance by tenants and grant funding received in advance

### 12 Share capital

	2020	2019
	£	£
Allotted called up and fully paid:		
274 ordinary shares of £10 each	<u>2,740</u>	<u>2,740</u>

### 13 Pension scheme

#### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £4,124 (2019: £1,508).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

### 14 Related parties

#### Controlling entity

The charity is controlled by the trustees who are all directors of the company.

#### Related party transactions

There were no related party transactions.

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 15 Net movement in funds

	1 April 2019	Income	Expenditure	Transfers	31 March
	£	£	£	£	£
<b>Unrestricted funds</b>					
Designated funds:					
<i>Capital Transformation</i>	32,838	-	-	100,227	133,065
<i>Property</i>	447,415	4,094	(467)	(5,006)	446,036
General funds	50,000	353,825	(211,668)	(102,157)	90,000
	<b>530,253</b>	<b>357,919</b>	<b>(212,135)</b>	<b>(6,936)</b>	<b>669,101</b>
<b>Restricted funds</b>					
My Place	47,180	-	(33,945)	-	13,235
Learning & Participation programme	7,500	10,000	(10,000)	-	7,500
Urban Room	-	24,000	(27,690)	3,690	-
Bristol Open Doors: Engineering Futures	11,938	11,938	(23,876)	-	-
Homes for Heroes	-	21,069	(23,478)	2,409	-
ACE The Green Way Grant	-	-	(837)	837	-
BCC Lockleaze	-	11,000	(7,247)	-	3,753
BCC CIL	-	43,699	(7,565)	-	36,134
BCC Placemaking	-	10,000	-	-	10,000
	<b>66,618</b>	<b>131,706</b>	<b>(134,638)</b>	<b>6,936</b>	<b>70,622</b>
	<b>596,871</b>	<b>489,625</b>	<b>(346,773)</b>	<b>-</b>	<b>739,723</b>

### Analysis of prior year charitable funds

	1 April 2018	Income	Expenditure	Transfers	31 March
	£	£	£	£	£
<b>Unrestricted funds</b>					
Designated funds:					
<i>Capital Transformation</i>	-	-	-	32,838	32,838
<i>Property</i>	446,970	-	(1,751)	2,196	447,415
General funds	22,243	238,763	(175,972)	(35,034)	50,000
	<b>469,213</b>	<b>238,763</b>	<b>(177,723)</b>	<b>-</b>	<b>530,253</b>
<b>Restricted funds</b>					
Opening Doors to Heritage	13,962	17,600	(31,562)	-	-
My Place	-	60,000	(12,820)	-	47,180
Learning & Participation programme	-	10,000	(2,500)	-	7,500
Urban Room	-	30,000	(30,000)	-	-
Bristol Open Doors: Engineering Futures	-	11,938	-	-	11,938
	<b>13,962</b>	<b>129,538</b>	<b>(76,882)</b>	<b>-</b>	<b>66,618</b>
	<b>483,175</b>	<b>368,301</b>	<b>(254,605)</b>	<b>-</b>	<b>596,871</b>

# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

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### 15 Net movement in funds (*continued*)

#### **Capital Transformation**

The Trustees have identified the need for the organisation to undergo a capital transformation of the centre, to better deliver public benefit, charitable impact and a more resilient financial model. This designated fund marks the start of our fundraising and development process for this transformation.

#### **Property**

The property fund represents the net book value of the investment and leasehold property held at the year end.

#### **My Place**

Paul Hamlyn Foundation has awarded £60,000 for use 2018 – 2020 in our education work to develop new place-based early years learning for families.

#### **Learning and Participation Programme**

Nisbet Trust are supporting our Building Futures education programme to drive career opportunities with young people from communities under-represented in the Built Environment Sector (with a focus on socio-economics, ethnicity and gender), and to build the sustainability of the programme.

#### **Urban Room**

Arts Council England project to diversify place-making and co-design in the Built Environment Sector. Awarded £60,000 over two years.

#### **Bristol Open Doors: Engineering Futures**

Royal Academy of Engineering have invested through their Ingenious Awards in a project to involve a large number of diverse engineers in programme development for Bristol Open Doors 2019.

#### **Opening Doors to Heritage**

These are funds towards our annual celebration of architecture, heritage and design Bristol Open Doors, and associated annual programme. This is the final year of the three year project funding supported by Heritage Lottery

#### **Homes for Heroes**

Project funding from HLF via Bristol Cultural Development Partnership towards community-led social history programmes showcased at Bristol Open Doors and a series of short educational films.

#### **ACE The Green Way Grant**

Project grant from Arts Council England towards creative elements of our Place Transformation work in St Pauls, Bristol.

#### **BCC Lockleaze**

Bristol City Council partnership funding for a small Place Transformation project of community co-design in Lockleaze, Bristol.

#### **BCC CIL**

Two-year Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling and tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) and a 'green' route through St Pauls.

#### **BCC Placemaking**

Funding to deliver a programme of Placemaking Training to community leaders and officers in 20/21.

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# THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

### 16 Analysis of net assets between funds

	Unrestricted Designated funds £	General funds £	Restricted funds £	Total funds 2020 £
Fixed assets	446,036	3,185	-	449,221
Net current assets	133,065	86,815	70,622	290,502
	<u>579,101</u>	<u>90,000</u>	<u>70,622</u>	<u>739,723</u>

Analysis of prior year net assets between funds

	Unrestricted Designated funds £	General funds £	Restricted funds £	Total funds 2019 £
Fixed assets	447,415	-	-	447,415
Net current assets	32,838	50,000	66,618	149,456
	<u>480,253</u>	<u>50,000</u>	<u>66,618</u>	<u>596,871</u>

### 17 Prior year fund comparatives

	Unrestricted funds £	Restricted funds £	Total funds 2019 £
<b>Income from:</b>			
Grants and donations	84,238	129,538	213,776
Charitable activities	90,731	-	90,731
Investments	63,794	-	63,794
	<u>238,763</u>	<u>129,538</u>	<u>368,301</u>
<b>Expenditure on:</b>			
Charitable activities	177,723	76,882	254,605
	<u>177,723</u>	<u>76,882</u>	<u>254,605</u>
<b>Net movement in funds</b>	<u>61,040</u>	<u>52,656</u>	<u>113,696</u>
<b>Reconciliation of funds:</b>			
Total funds brought forward	469,213	13,962	483,175
Total funds carried forward	<u>530,253</u>	<u>66,618</u>	<u>596,871</u>