# FESTIVAL FRINGE SOCIETY LIMITED (limited by guarantee)

## **FINANCIAL STATEMENTS**

**30 NOVEMBER 2009** 

Registered number: SCO46605 Charity number: SC002995

BAKER TILLY UK AUDIT LLP
CHARTERED ACCOUNTANTS

**EDINBURGH** 



(limited by guarantee)

## **FINANCIAL STATEMENTS**

## For the year ended 30 November 2009

## **CONTENTS**

	Page
Society Information	1
Trustees' Report	2 - 8
Statement of Trustee's responsibilities	9
Independent auditors' report to the members	10 - 11
Consolidated Statement of Financial Activities	12
Consolidated Balance Sheet	13
Notes to the financial statements	14 - 24

(limited by guarantee)

#### **SOCIETY INFORMATION**

#### **DIRECTORS AND TRUSTEES**

The directors of the charitable company (the charity) are its trustees for the purposes of charity law and throughout this report are collectively referred to as trustees.

Baroness Smith of Gilmorehill (Chairman)

P M Utton (Vice-Chairman)

A Alderson

S Cowling

J A Doherty

S W D Egan (resigned June 2009)

S H D Fanshawe

S Gove

S C Mackay

A O'Loughlin

T Sheppard

K Smurthwaite (appointed August 2009)

A Vincent

C Wood

**CBM Wood** 

A Woolfe

## **REGISTERED OFFICE**

180 High Street EDINBURGH EH1 1QS

#### **SECRETARY**

T Hawkin (resigned 4 Dec 2009) K Mainland (appointed 4 Dec 2009)

#### **AUDITORS**

Baker Tilly UK Audit LLP Chartered Accountants First Floor, Quay 2 139 Fountainbridge EDINBURGH EH3 9QG

## **SOLICITORS**

Bell & Scott W.S. 16 Hill Street EDINBURGH EH2 3LD

## **BANKERS**

The Royal Bank of Scotland plc Edinburgh North Bridge Branch 31 North Bridge EDINBURGH EH1 1SF

#### **CHIEF EXECUTIVE OFFICER**

(limited by guarantee)

#### Trustees' report for the year ended 30 November 2009

#### Structure, Governance and Management

The Directors, who act as trustees for charitable law purposes, present their report and the audited financial statements for the year ended 30 November 2009. This report is prepared in accordance with the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities issued in March 2005.

During the year 2009 the Trustees reviewed their management structure, terms of reference and make up of sub-committees. The following sub-committees of the Board of Trustees' are in place: Finance Audit and Risk Committee and Business Planning Committee.

There are also two short life working groups for the Constitutional review and the Box Office.

The Society has a subsidiary undertaking, Festival Fringe Trading Limited. The respective activities of the Society and the subsidiary are described below, and together are referred to as " the Society".

#### **Governing Document**

The Festival Fringe Society ('the Society') is limited by guarantee and does not have any share capital. It is a registered charity in Scotland. It is governed by its Memorandum and Articles of Association dated 9th May 1969. The members of the Society, two at a minimum, are those individuals who elect the Trustees.

The Management of the Society is the responsibility of the Trustees who are appointed under the terms of the Memorandum and Articles of Association.

#### **Objectives and Activities**

The purpose of the Society is to promote the Edinburgh Festival Fringe ('the Fringe') as an event and also as a brand name. This is achieved through improving public awareness of events and offering an excellent service to the public from the offices in Edinburgh.

A new draft Business Plan for 2010 - 2014 (expected to be signed off in March 2010) redefines the mission statement of the Society as:

#### **Mission Statement**

"The Society is the company that organises the structure that underpins the Fringe and fundamentally exists to:

- advise, support and encourage all participants at the Fringe (services to participants)
- provide comprehensive information services, including ticketing to its participants and the public (information and box office)
- promote the entire Fringe as a festival in the context of Edinburgh and other festivals (marketing and awareness raising)
- whilst maintaining a sustainable business through fund-raising and commercial activities (governance/business)"

(limited by guarantee)

#### Trustees' report for the year ended 30 November 2009 (continued)

The Festival Fringe is recognised throughout the world as the leading, largest, open-access arts festival in the World. Fundamental to the work of the Society is maintaining and upholding that founding principal. Along with ensuring that the Edinburgh Fringe continues to make a significant contribution to the cultural and economic well being of Edinburgh and Scotland.

The Business Plan sets out objectives under the above four key points and defines the ambition of the Society as follows:

#### **Our Ambition**

The ambition of the Society is that the Fringe:

- continues its pre-eminent status as the largest and most significant open-access arts festival in the World
- protects and enhances the reputation of Edinburgh as the premiere Fringe city in the World
- continues to be a significant force in the development of entertainment and culture in Britain and internationally

The Society will provide key stakeholders with appropriate levels of education, development training and motivation in order to achieve the above.

#### **Financial Review**

2009 was a year of renewal for the Society. It was clear to the Society's Board of Trustees that the priority for 2009 had to be rebuilding the trust with our audience, funding stakeholders, performers and other supporters, which was badly damaged by the issues we encountered with our box office the year before. Whilst doing this we also managed to sell more tickets, for more performances, of more shows than ever before in the Fringe's history and 2009 was a successful year financially.

The Fringe was bigger than ever, with over 2,000 companies coming from over 60 different countries to take part. The majority of our income comes from commissions and handling charges connected to the box office, advertising associated with the publications and website, registration fees and sponsorship and events. We are grateful for grant aid support from the Scottish Government through the Scottish Arts Council and the City of Edinburgh Council. Other income includes gift aid from our trading subsidiary which also had a successful year.

The majority of our expenditure goes on providing the box office services (including staffing), staffing the Society and producing the Fringe publications and website. Other expenditure goes on marketing, costs associated with events and sponsorships, training and fees, premises and overheads.

(limited by guarantee)

## Trustees' report for the year ended 30 November 2009 (continued)

During the year to 30 November 2009 the Society (including its subsidiary) generated net incoming resources of £125,905 compared to net outgoing resources in the year to 30 November 2008 of £882,407. This was due to exceptional expenditure resulting from the box office issues last year and a general review of events undertaken and costs incurred to improve efficiency.

#### **Achievements and Performance**

After last year's problems it was no surprise that a lot of people were watching the Society's box office very closely. Helping venues and performers to sell tickets is one of the primary reasons that the Society was established. The scale of the box office operation is striking; in June 2009, when our box office opened, we put on sale, on the same day, tickets for over 34,000 separate performances. It was vital that confidence in our ability to run an efficient operation was restored.

#### **Box Office:**

In spring 2009, Red61 were awarded a five-year contract to provide the Society with their box office services. The 2009 box office opened to the general public on Monday 15 June. By the fourth day of sales, the box office had sold 64,946 tickets which was an increase of 12% on the previous best performance over this period. By the end of the Fringe, the box office had sold a record-breaking 1,859,235 tickets.

#### 2009 Statistics:

- 1,859,235 tickets sold.
- The 2009 fringe presented 34,265 performances by 18,901 performers from 2,098 companies in 265 venues.
- A total of 60 countries were represented.
- There were 513 Scottish companies presenting work.
- 997 companies took part in the Fringe for the first time.
- 436 shows were free.
- Over 600 Fringe performers and 158 buskers took part on the High Street or the Mound
- The press office accredited 1,181 journalists.
- The promotor liaison office supported 1,152 venue programmers, festival programmers, TV and film scounts, casting agents, literary agents and award assessors.

(limited by guarantee)

## Trustees' report for the year ended 30 November 2009 (continued)

#### **External Agencies:**

The Fringe Monitoring Group is a new group of the core public funders, made up of officers from the City of Edinburgh Council, the Scottish Government, Scottish Enterprise and the Scottish Arts Council, and was set up in the aftermath of the attempt to implement a new Fringe box office in 2008. It has set the relationship between the Society and these key stakeholders on a new footing. Much needed work has been undertaken with the Group to ensure that the exact function and financial situation of the Society is clearly understood by them, remedying a communications deficit of the past. We have been able to provide regular and reliable financial and organisational information to them, which is leading to a clear and in-depth knowledge of the Society and what the needs of the organisation will be going forward. This work is continuing, to ensure that both the officers of the public bodies, the board of the Scottish Arts Council and the elected representatives of the city and the Scottish Government and Parliament are fully informed of the needs of the Society and of its contribution to entertainment, the arts, Edinburgh and Scotland. The Society is indebted to these agencies for their continued enlightened support of the Society, and therefore the Fringe, and recognises that without that support the organisation would be in a considerably more vulnerable financial and reputational position.

#### Sponsorship:

A thank you is also due to all of our sponsors including the Royal Bank of Scotland for their generous support which enables us to programme and manage the street theatre of the Royal Mile. We are also grateful to Magners for their sponsorship of the venue boards and the Festivals Map as well as being the drinks sponsor for the Meet the Media event and the Twinge part., Thanks to Napier University for continuing to sponsor the Fringe website jobs page and to Tanqueray Gin for hosting the Friends of the Fringe party. Further thanks to Black Bottle for providing the drinks reception at Fringe Select as well as to Glaceau Vitamin Water who kept our street teams hydrated throughout the festival. Thanks also to St James Shopping and the Mike Wescott fund for supporting the Fringe Schools Poster Competition without whose support the event would not have gone ahead. Finally we are grateful to HMV and Fopp Records for distributing the Fringe programme in their stores and to the Metro Newspaper Scotland for hosting our annual photography competition; Fringe Framed.

#### Friends of the Fringe:

2009 saw the Friends of the Fringe membership scheme increase subscription by 32% reaching over 4,000 members. The Friends scheme went online for the first time with the ability to sign up and access the 2-for-1 ticket offers through the website. Friends were also provided with their own dedicated booking line and a priority box office throughout August.

#### Made in Scotland:

Made in Scotland is a new initiative to showcase dance and theatre from Scottish companies at the Fringe and is supported by the Scottish Government's Edinburgh Festivals Expo Fund. It took the form of a curated showcase which provided a platform for 13 companies to present and promote their work with the aim of increasing the international profile of Scottish work. The showcase was a great success receiving much positive coverage in the media and a host of awards for the companies as well as a number of invitations for international tour dates.

(limited by guarantee)

## Trustee's report for the year ended 30 November 2009 (continued)

#### Festivals Edinburgh:

The Society continues to play a leading role in Festivals Edinburgh. Festivals Edinburgh is now an established part of the cultural and festival landscape in Edinburgh and is a significant factor in the increased understanding of the importance of festivals to the city and the country by local and national political bodies. Festivals Edinburgh consists of a board of directors made up of the directors or chief executives of the 12 member festivals and underneath the board there is a series of six working groups dealing with environment, professional development, marketing, fundraising, programming and innovation. The Fringe is represented on all of these groups, chairs the marketing group and will take up the chair of Festivals Edinburgh in 2010.

We will continue to work closely with Festivals Edinburgh and our fellow festivals within the city, continually striving to ensure that Edinburgh remains the World's leading festival city.

#### **Investment Policy**

The funds available for the Society to invest include advance box office receipts. These funds are secured in a ring fenced client account and are not available for general funding of the Society.

On completion of the Festival, full settlement of the box office receipts is made within four weeks to the nominated recipient. A short term investment account is used to take account of beneficial interest rates, whilst retaining flexibility and availability of these funds. In accordance with the Memorandum of Association, the Society is permitted to invest the monies of the Society not immediately required for the objects of the Society in or upon such investments, securities or property as may be thought fit.

#### **Reserves Policy**

The Trustees have established the level of reserves that the Society ought to have at its disposal. This is to enable the Society to deal with its contingent liabilities should there be a shortfall in funding between grants received, income generated by the Society and the Society's expenditure. The Trustees believe that they require between 3 and 6 months of working capital to be retained in reserves in order to cover support costs of £500,000.

It is the intention of the Trustees to rebuild the retained unrestricted reserves in order to ensure enough working capital is available to manage its affairs effectively.

The unrestricted reserves at 30 November 2009 were £219,004 (2008: 15,099) of which £202,000 (2008: £132,000) relates to the revaluation reserve. In calculating this figure the trustees have excluded from reserves the total of the restricted funds. Restricted funds relate to the grants and donations received for the refurbishment of the Society's office and the purchase of fixtures and fittings and the funds donated to the Society set up as the Mike Wescott Fund. The Trustees expect that it will take at least another 2 years to establish an adequate level of reserves.

(limited by guarantee)

#### Trustees' report for the year ended 30 November 2009 (continued)

#### **Plans for Future Periods**

#### Constitutional review

The current constitution of the Society was written in 1969 and has undergone no significant review since. At the 2009 AGM, the Society's Board gave a commitment to review the constitution and a special working group has been formed to undertake this process on behalf of the Board. The working group has been asked, among other things, to identify options for a change to the constitution, to determine a process for changing the constitution, to fix a timetable for delivering changes to the constitution and to review the current composition and process for electing the Society's Board.

The first stage in the process was an online survey to establish the initial views of a variety of interested groups. With over 2,000 responses the survey results have provided a foundation for the group's ongoing work. In 2010 the working group will hold a series of in-depth meetings with key stakeholders as the next part of the process. The working group propose that the process will culminate with a General Meeting in the summer of 2010 that will vote on the proposed changes.

#### **Appointment of Trustees**

As set out in the Articles of Association the Board of Trustee's consists of between 5 and 15 members. At 30 November 2009 there were 13 Trustees. One third of the Trustees retire by rotation at the Annual General Meeting, there is no limit to the number of times a Trustee may offer himself for re-election. The company members nominate the Trustees' at each Annual General Meeting and if there are insufficient vacancies a ballot is held. Trustees serve for a period of up to three years before retiring. Trustees co-opted by the Board are subject to re-election at the AGM immediately following their co-option.

#### **Trustee Induction and Training**

New Trustees meet with the CEO to be appraised on the Society, its structure, its governance, the content of its Memorandum and Articles of Association, the committee decision making process, the business plan and recent financial performance of the Society. New Trustees are also given a copy of the Scottish Arts Councils' publication 'Care, Diligence and Skill' and a copy of the most recent Fringe Annual Report.

The full Board of Trustees undertook a full away day in June 2009 facilitated by Arts and Business, where Trustees skills and expertise were also assessed.

#### Organisation

The Board of Trustees, which administers the Society, meets at least four times a year. There are sub-committees covering finance, audit & risk assessment and business planning which meet as necessary. The Trustees elect one of their members as Chairman for such periods as they think fit. The Board appoints a Chief Executive Officer to manage the day to day operations of the Society. To facilitate effective operations, the CEO has delegated authority within terms of delegation approved by the Trustees, for operational matters including finance and employment.

(limited by guarantee)

## Trustees' report for the year ended 30 November 2009 (continued)

#### **Related Parties**

The Society has a close relationship with City of Edinburgh Council, which acts as the Society's landlord under a lease agreement. The Society's wholly owned subsidiary, Festival Fringe Trading Limited, was established to promote the sale of souvenir items relating to the Society. The subsidiary gift aids the majority of its taxable profits to the Society. This year gift aid amounted to £30,000 (2008: £28,500).

#### **Risk Statement**

The Finance Audit and Risk Committee, on behalf of the Board of Trustees has conducted a review of the major risks to which the Society is exposed, and systems have been established to mitigate these risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions, and potential external risks are carefully examined by the sub committee.

A recent review of the Risk Map suggested current high risks are around competition for funding and sponsorship which is being addressed by the employment of an experiences professional and regular updates from the Senior Management Team, and risks around competition from other festival cities being addressed with Festivals Edinburgh.

#### **Auditors**

A resolution to reappoint Baker Tilly UK, Audit LLP, Chartered Accountants, as auditors will be put to the members at the Annual General Meeting.

By Order of the Board

Trustee Junty Juna Chill

(limited by guarantee)

## Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is not appropriate to presume that the charity will not continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Oh behalf of the Board

(limited by guarantee)

## Independent Auditors' Report to the members of The Festival Fringe Society Ltd

We have audited the group and parent charitable company's financial statements of Festival Fringe Society Limited for the year ended 30 November 2009 on pages 12 to 24.

This report is made exclusively to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the members and the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, its members as a body, and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

## Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

We have been appointed auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you under those Acts.

Our responsibility is to audit the financial statements 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 financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006. We also report to you whether in our opinion the information given in the Trustees' Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept adequate and proper accounting records, if the charitable company's financial statements are not in agreement with these accounting records, if we have not received all the information and explanations we require for our audit, or if disclosures of trustees' remuneration specified by law are not made.

We read the other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. The other information comprises only the Trustees' Annual Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to other information.

(limited by guarantee)

# Independent Auditors' Report to the members of The Festival Fringe Society Ltd Basis of audit 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 financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the group's and charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements 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 financial statements.

#### **Opinion**

In our opinion:

- the financial statements give a true and fair view of the state of the charity's affairs as at 30 November 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006; and
- the information given in the Trustees' Annual Report is consistent with the financial statements.

Baker Tilly UN AuduELLP

Janet Hamblin
(Senior Statutory Auditor)
For and on behalf of BAKER TILLY UK AUDIT LLP,
Statutory Auditor
Chartered Accountants
First Floor, Quay 2
139 Fountainbridge
Edinburgh
EH3 9QG

# FESTIVAL FRINGE SOCIETY LIMITED (limited by guarantee)

# CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 30 November 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
INCOMING RESOURCES	HOLE	_			
Incoming resources from generated funds					
Voluntary Income:					
Grants and donations	5	405,638	100,000	505,638	379,798
Activities for generating funds					
Commercial trading operations		106,818	•	106,818	106,184
Investment Income	6	12,643	-	12,643	36,403
		525,099	100,000	625,099	522,385
Incoming resources from charitable activities					
Operation of festival activities	7	1,850,359	-	1,850,359	1,641,386
TOTAL INCOMING RESOURCES		2,375,458	100,000	2,475,458	2,163,771
		<del></del>			
RESOURCES EXPENDED					
Costs of generated funds					
Fundraising costs of grants and donations	8	416,888	-	416,888	400,721
Commercial trading operations		51,318	•	51,318	55,744
		468,206	_	468,206	456,465
Charitable activities					
Operation of festival activities	9	1,729,439	95,314	1,824,753	2,505,409
Governance Costs	8	56,594	_	56,594	79,304
Total Resources expended		2,254,239	95,314	2,349,553	3,041,178
Net incoming/(outgoing) resources before transfers	e	121,219	4,686	125,905	(877,407)
Transfers					
Gross transfers between funds	20	8,000	(8,000)		(5,000)
Net incoming resources before other recognised gains and losses		129,219	(3,314)	125,905	(882,407)
Other recognised gains/losses					
Gain on investment assets	14/20	70,000	-	70,000	_
Net Movement in Funds	·· – •	199,219		195,905	(882,407)
Reconciliation of funds		·	, . ,		•
Total funds brought forward		15,099	33,343	48,442	930,849
Total funds carried forward	20	214,318	30,029	244,347	48,442

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended were derived from continuing activities.

(limited by guarantee)

# CONSOLIDATED BALANCE SHEET as at 30 November 2009

Investments 15 - 100	£ 1,158,899 100 1,158,999 - 197,897 285
Tangible assets         14         1,134,009         1,158,899         1,134,009         1           Investments         15         -         -         100	100 1,158,999 - 197,897
Investments 15 100	100 1,158,999 - 197,897
	<b>1,158,999</b> - 197,897
1,134,009 1,158,899 1,134,109 1,	197,897
	•
Current Assets	•
Stock <b>16</b> 17,496 18,736 -	•
Debtors <b>17</b> 49,247 201,491 44,855	285
Cash at bank and in hand 9,455 485 9,250	
70 400 000 740 54 405	400 402
76,198 220,712 54,105	198,182
Current Liabilities Creditors falling due within one year 18 (547,334) (892,545) (533,055)	(878,224)
Net current (liabilities) (471,136) (671,833) (478,950)	(680,042)
Total assets less 662,873 487,066 655,159 current liabilities	478,957
Creditors falling due after more than one year 19 (418,526) (438,624) (418,526)	(438,624)
Net assets 244,347 48,442 236,633	40,333
Funds	
Restricted Funds 20/21 30,029 33,343 30,029 Unrestricted Funds:	33,343
General <b>20/21</b> 12,318 (116,901) 4,604	(125,010)
Revaluation Reserve <b>20/21</b> 202,000 132,000 202,000	132,000
Total funds 22/23 244,347 48,442 236,633	40,333

The notes on pages 14 to 24 form part of these accounts.

These financial statements were approved and authorised for issue by the directors on the 19.0000.

**Baroness Smith of Gilmorehill** 

Chairman

Inath Julnachill

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

#### 1. Accounting Policies

#### a) Going Concern

The Festival Fringe Society, including its trading subsidiary generated net incoming resources of £125,905 (before revaluation) for the year and at the 30 November 2009 had net assets of £244,347. The Society had net current liabilities of £471,136 at 30 November 2009. As such the Trustees have considered the appropriateness of the going concern policy status of the society.

The Society received short term financial assistance from The City of Edinburgh Council in the year to assist with the cash flow issues it faced as a result of the failure of the box office project in the previous year. It was also reliant on grant funding from the City of Edinburgh Council, Scottish Arts Council and the Scottish Government. Each of the above groups has noted their willingness to continue to support the Society going forward and the Trustees' have based their cashflow projections for the next two years on the assumption that grant funding will continue at a reasonable level, however the Trustees' will reduce activities and the related costs to match any reduction in income. Due to the seasonal variation in income the Society are also reliant on the current overdraft facility of £200k which is due to be renewed in June 2010, however the Trustees' are confident that this financial support will continue and as such the Trustees' are confident that a going concern basis is appropriate.

#### b) Basis of accounting

The financial statements have been prepared under the historical cost convention, except for the revaluation of Investment Properties, and are consistent with applicable Accounting Standards and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005. The principal accounting policies adopted in the preparation of the financial statements are set out below.

#### c) Group financial statements

These financial statements consolidate the results of the charity and its wholly owned subsidiary Festival Fringe Trading Ltd on a line by line basis. A separate statement of financial activities and income and expenditure account are not presented for the charity itself following the exemptions afforded by Section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

#### d) Cash flow statement

The company has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No.1 on the grounds that it qualifies as a small company under the Companies Act 2006.

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

#### e) Incoming resources

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Such income is only deferred when:

- the donor specifies that the grant or 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

Income from commercial trading activities is recognised as earned income.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific conditions is recognised as earned. Grant funding included in this category provides funding to support activities and is recognised where there is entitlement, certainty of receipt, and the amount can be measured with sufficient reliability.

Income is deferred when:

project related grants are received in advance of a time specific project or event to which they relate

#### f) Resources expended

Expenditure is recognised when a liability is incurred.

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with the festival activities and includes both the direct costs and support costs of these activities.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with its constitutional and statutory requirements.

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

#### g) Operating Leases

The charity classifies the lease of photocopiers as operating leases, annual rentals are charged to the SOFA on a straight line basis over the lease term.

## h) Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful life as

Investment Property

Freehold/leasehold property

Computer/box office equipment

Fixtures and fittings

No charge

4%

20%

10% & 25%

(limited by guarantee)

# NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

h) Tangible fixed assets (continued)

No capitalisation limit is in place, assets will be capitalised based on estimated useful life of the asset.

The company's flats are treated as investment properties and have therefore not been depreciated in accordance with SSAP 19. The properties are stated at Open Market Value and revalued on a regular basis. The flats were valued with vacant possession at £280,000 on 6 November 2009 by DM Hall Chartered Surveyors LLP.

The website and software costs incurred are regarded as continuous development expenditure and are written off in the year they are incurred in line with UITF 29.

#### i) Stock

Stock is included at the lower of cost or net realisable value.

#### j) Pensions

Pension contributions are made to approved personal pension scheme. These are charged to the statement of financial activities in the year in which they are incurred.

k) Funds structure

The Society has a number of restricted income funds to reflect where a donor or grant giver requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted income funds including the revaluation reserve which reflects any increase in valuation of investment assets. The funds held in each of these categories are disclosed in Note 20.

#### 2 Legal status of the Company

The Festival Fringe Society is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

## 3 Related party transactions

The company owns 100 ordinary £1 shares in Festival Fringe Trading Limited. Transactions between the two parties in the year were as follows;

- Festival Fringe Society Limited charged management fees of £24,000 (2008: £24,000) to Festival Fringe Trading Limited.
- Festival Fringe Trading Limited made a Gift Aid payment of £30,000 (2008: £28,500) to Festival Fringe Society Limited.
- At the balance sheet date, there was no intercompany balance

Two of the Society's directors, Anthony Alderson and Charlie Wood, are associated with the Company Red61 with which the Society has a working relationship to provide a box office system; to ensure this was dealt with properly, both directors declared an interest to the chair and were subsequently excluded from all board discussions regarding this contract. During the year amounts of £359,020 were invoiced by Red 61.

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## 4 Financial activities of the Trading subsidiary

The financial results shown in the consolidated statement included those of the charity's wholly owned subsidiary, Festival Fringe Trading Limited. A summary of the financial activities undertaken by the subsidiary is set out below:

	2009	2008
	£	£
Turnover	104,918	105,254
Cost of sales & administrative expenses	(75,318)	(79,743)
Interest receivable	5	649
Net profit	29,605	26,160
Amount gift aided to the charity	(30,000)	(28,500)
Taxation charge	<u> </u>	1
Accumulated loss	(395)	(2,339)
	<del></del>	
The assets and liabilities of the subsidiary were:		
Current assets	10,316	12,358
Current liabilities	(2,502)	(4,149)
	<u> 7,814</u>	<u>8,209</u>
	<del></del>	
Represented by:		
Share capital	100	100
Retained profits	7,714	8,109
•	7,814	<u>8,209</u>

Incoming resources from commercial trading activities and Commercial trading operations included in the Group SOFA represent the incoming and outgoing funds from the wholly owned trading subsidiary, Festival Fringe Trading Limited, which is incorporated in the United Kingdom and which pays a significant proportion of its taxable profits to the charity by way of gift aid, (2009: £30,000) (2008: £28,500). There is a £24,000 Management Charge from the Society to the Trading company. The charity owns the entire share capital of 100 ordinary shares of £1 each.

## 5 Voluntary Income

Unrestricted	Restricted	Unrestricted	Restricted
Income	Income	Income	Income
2009	2009	2008	2008
£	£	£	£
159,200	0	259,230	0
81,438	0	52,553	0
65,000	100,000	0	20,000
100,000	0	48,0 <u>15</u>	0
405,638	100,000	359,798	20,000
	Income 2009 £ 159,200 81,438 65,000 100,000	Income Income  2009 2009 £ 159,200 0 81,438 0 65,000 100,000 100,000 0	Income         Income         Income           2009         2009         2008           £         £         £           159,200         0         259,230           81,438         0         52,553           65,000         100,000         0           100,000         0         48,015

(limited by guarantee)

#### NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

#### 6 Investment Income

The investment income includes income arising from interest bearing deposit accounts and from rental of the investment properties.

## 7 Incoming resources from charitable activities

All income is earned from the operation of Festival activities. Restricted income relates to grants received for specific projects.

## 8 Allocation of support

The Society allocates its support costs as shown in the table below. Support costs are allocated on the basis of staffing costs.

Costs of Festival Operations (Note 9)	Costs of Generating Voluntary Income	Governance	Total 2009	Total 2008
£	£	£	£	
700,780	416,888	14,017	1,131,685	1,353,099
28,738	-	-	-	-
68,539	-	-	68,539	122,841
-	-	12,367	12,367	7,652
-	-	30,210	30,210	51,814
-	-	-		-
798,057	416,888	56,594	1,242,801	1,535,406
	Festival Operations (Note 9) £ 700,780 28,738 68,539	Festival Operations (Note 9) Income £ 700,780 416,888 28,738 - 68,539	Festival Operations (Note 9) Income £ £ £ 700,780 416,888 14,017 28,738 12,367 30,210	Festival Operations (Note 9)         Generating Voluntary Income         Governance           \$\frac{\mathbf{E}}{\mathbf{E}}\$         \$\frac{\mathbf{E}}{\mat

General office costs include staffing costs for the High Street, IT costs, marketing costs and various other general administrative costs.

## 9 Analysis of charitable expenditure

The Society undertakes direct charitable activities only and does not make grant payments.

	Unrestricted Expenses	Restricted Expenses	Unrestricted Expenses	Restricted Expenses
	Costs of Festival	Costs of Festival		Costs of Festival
	Operations	Operations		Operation
	2009	2009	2008	s 2008
	£	£	£	£
Support costs (Note 8)	769,319	28,738	1,055,381	20,000
Publications costs	290,773	-	278,830	-
Marketing costs	168,183	-	203,788	-
Projects and events	122,613	66,576	398,333	-
Box Office Costs	378,551		569,077	
	1,729,439	95,314	2,505,409	20,000

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## 10 Analysis of staff costs

2009	2008
£	3
599,201	755,429
47,456	70,353
7,008	6,231
653,665	832,013
	599,201 47,456 7,008

No remuneration was paid to the directors for their services to the Society. The directors received aggregate expenses of £14,017 (2008:£19,838) during the year.

Included in the wages and salaries is payment of £58,680 for consultancy fees.

#### 11 Staff numbers

The average number of full time employees (including casual and part time staff) during the year was as follows:

	2009	2008
Administration and sponsorship	6	8
Marketing, press and publications	5	2
Box office	-	2
Events	<u>3</u>	2
	14	14

During the festival period the staff numbers increase to approximately 80 (2008:190).

## 12 Movement of the total funds for the year

Taxation payable

	•	2009	2008
		£	£
	This is stated after charging:		
	Operating leases	14,689	13,670
	Depreciation	140,818	149,358
	Auditors remuneration-Audit (Group)	10,220	9,695
	Auditors remuneration-non audit fee (Group)	655	620
	Loan interest	24,780	25,737
13	Taxation		
		2009	2008
		£	£

The trading subsidiary gift aided all of its surplus to the Society.

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## 14 Tangible fixed assets - group and charity

	Investment property	Freehold/ Leasehold	Computer Equipment	Fixtures & fittings	Total
	£	Property £	£	£	£
Cost/Valuation	~	~	~	_	_
As at 1.12.08	210,000	943,757	620,288	204,572	1,978,617
Additions/revaluation	2,0,000	12,208	-	33,720	45,928
Revaluations	70,000	12,200	_		70,000
Disposals	70,000	_	_	-	-
As at 30.11.09	280,000	955,965	620,288	238,292	2,094,544
AS at 30.11.09	200,000	333,303	020,200	200,202	
Depreciation					
As at 1.12.08	_	333,779	283,734	202,204	819,717
Charge for year	_	33,223	104,331	3,264	140,818
•		367,002	388,065	205,468	960,535
As at 30.11.09		307,002	300,000	200,100	300,000
Not beek value					
Net book value	000 000	500.062	222 222	32,824	1,134,009
As at 30.11.09	280,000	588,963	232,223	32,024	1,134,009
					4 4 5 0 0 0 0 0
As at 1.12.08	210,000	609,97 <u>8</u>	336,554	2,368	<u>1,158,899</u>

The company's flats are treated as investment properties and have therefore not been depreciated in accordance with SSAP 19. The properties are stated at open market value with vacant possession and revalued on a regular basis. The flats were valued on 6 November 2009 by DM Hall Chartered Surveyors. Full title to the leasehold property will pass to the Society on the repayment of the loan from the City of Edinburgh Council.

## 15 Fixed asset investments

#### Cost and net book amount

At 1 December 2008 and 30 November 2009

£ 100

The company holds a 100% investment in the £1 ordinary share capital of Festival Fringe Trading Limited. The turnover for the company during the year was £104,918 (2008: £105,254) with a loss after tax and gift aid of (£395) (2008: (£2,339)). The net asset value at the year end was £7,814 (2008: £8,209).

## 16 Stock

	Group 2009	Group 2008	Charity 2009	Charity 2008
	3	£	£	£
Stocks	<u>17,496</u>	<u> 18,736</u>		

(limited by guarantee)

# NOTES ON THE FINANCIAL STATEMENTS . 30 November 2009

#### 17 Debtors

	Group 2009 £	Group 2008 £	Charity 2009 £	Charity 2008 £
Trade debtors	7,000	7,477	5,656	7,477
Other debtors	-	-	-	461
VAT debtor	19,633	3,902	16,585	-
Prepayments and accrued	22,614	190,112	22,614	189,959
•	49,247	201,491	44,855	197,897

There were no amounts falling due after one year.

## 18 Creditors: amounts falling due within one year

	Group 2009 £	Group 2008 £	Charity 2009 £	Charity 2008 £
Trade Creditors	84,001	530,887	83,999	530,199
Tax and social security costs	11,378	38,859	11,378	38,859
Bank Overdraft	192,820	106,628	181,042	95,995
Short Term Loan	100,000	-	100,000	-
Loans (Note 20)	20,098	19,114	20,098	19,114
Accruals and provisions	139,037	197,057	136,538	194,057
	547,334	892,545	533,055	878,224

The £100,000 loan was provided from City of Edinburgh Council, the Scottish Arts Council and the Scottish Government and is due to be repaid by 31 March 2010. This was an interest free loan.

Overdrawn bank balances are secured by standard security over the properties at 180 High Street and 1/3 Borthwick Close, and a bond and floating charge over the assets of the Society, held by the Royal Bank of Scotland plc.

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## 19 Creditors: amounts falling after more than one year

	Group	Group	Charity	Charity
	2009	2008	2009	2008
	£	£	£	£
Loans (note 19)	418,526	438,624	418,526	438,624

The City of Edinburgh Council has provided a loan to finance the purchase of the investment property. Full title to this property will pass to the Society on repayment of the loan. Interest is payable at 5.15% per annum and the loan is repayable over 20 years.

	Group 2009 £	Group 2008 £
Amounts payable within 1 year	20,098	19,114
Amounts payable between 2 and 5 years	91,292	86,820
Amounts payable after more than 5 years	327,234	351,804
	438,624	457,738

#### 20 Analysis of charitable funds - Group

## Analysis of restricted fund movement

	Fund at 1.12.08 £	Incoming resources	Resources expended £	Transfers £	Fund at 30.11.09 £
Mike Wescott Fund	20,000	-	-	(5,000)	15,000
Made in Scotland Grant	•	100,000	(95,314)	-	4,686
Tenants Improvements	13,343	-	•	(3,000)	10,343
Total restricted funds	33,343	100,000	(95,314)	(8,000)	30,029

The Tenants Improvements Fund relates to grants and donations received for the refurbishment of the Society's office and purchase of fixtures and fittings. These funds are being released to the general reserve over the life of the relevant assets with £250 being released each month.

The Mike Westcott fund was bequested to the Festival Fringe Society to undertake projects which further the support and development of young people involved in the Edinburgh Festival Fringe. It is intended to spend the award over the next three years. During the year £5,000 was transferred to unrestricted funds to cover costs of a Children's poster competition, which is consistent with the conditions of the funding.

The Made in Scotland fund is a new initiative to showcase dance and theatre from Scottish companies at the Fringe. The funding allowed 13 companies to present and promote their work at the 2009 Fringe.

(limited by guarantee)

## NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## Analysis of unrestricted fund movement - Group

	Fund at 1.12.08 £	Incoming resources £	Resources expended £	Transfers £	Fund at 30.11.09 £
General fund	(116,901)	2,375,458	(2,254,239)	8,000	12,318
Revaluation reserve	132,000	70,000	-		202,000
	15,099	2,445,458	(2,254,239)	8,000	214,318
Total Funds	48,442	2,545,458	(2,349,553)	<u> </u>	244,347

## 21 Analysis of charitable funds - Charity

## Analysis of restricted fund movement

	Fund at 1.12.08 £	Incoming resources	Resources expended £	Transfe <b>r</b> s £	Fund at 30.11.09 £
Mike Wescott Fund	20,000	-	-	(5,000)	15,000
Made in Scotland Grant	, =	100,000	(95,314)	<u>-</u>	4,686
Tenants Improvements	13,343	•	-	(3,000)	10,343
Total restricted funds	33,343	100,000	(95,314)	(8,000)	30,029

## Analysis of unrestricted fund movement

	Fund at 1.12.08	Incoming resources	Resources expended	Transfers	Fund at 30.11.09
	£	£	£	£	£
General fund	(125,010)	2,271,246	(2,149,632)	8,000	4,604
Revaluation reserve	132,000	70,000			202,000
	6,990	2,341,246	(2,149,632)	•	206,604

lotal Funds	40,333	2,441,246	(2,244,946)	 236,633

## 22 Analysis of net assets between funds - Group

	General fund	Restricted funds	Total
	£	£	£
Tangible fixed assets	1,123,666	10,343	1,134,009
Net current assets/liabilities	(490,822)	19,686	(471,136)
Long term liabilities	(418,526)	_	(418,526)
	214,318	30,029	244,347

(limited by guarantee)

NOTES ON THE FINANCIAL STATEMENTS 30 November 2009

## 23 Analysis of net assets between funds - Charity

	General fund	Restricted funds	Total
	£	£	£
Tangible fixed assets	1,123,766	10,343	1,134,109
Net current assets/liabilities	(498,636)	19,686	(478,950)
Long term liabilities	(418,526)		(418,526)
	206,604	30,029	236,633

## 24 Capital Commitments

The Board have not authorised any capital expenditure in the forthcoming year.

24