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DUNDEE CONTEMPORARY ARTS LIMITED

For the Year ended 31st March 2001



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COMPANIES HOUSE 28/12/01

DUNDEE CONTEMPORARY ARTS LIMITED

REGISTERED OFFICE: 30 & 34 Reform Street,
Dundee
DD1 1RJ

COMPANY SECRETARY Blackadders,
30 & 34 Reform Street
Dundee
DD1 1RJ

LEGAL STATUS: A charity in Scotland accepted by
the Inland Revenue and private
limited company registered under
the Companies Act 1985.

Charity Number: SC026631
Company Number: SC0175926

AUDITORS: Bird Simpson & Co
144 Nethergate
Dundee
DD1 4EB

SOLICITORS: Blackadders,
30 & 34 Reform Street
Dundee
DD1 1RJ

BANKERS: Royal Bank of Scotland
3 High Street
Dundee
DD1 9LY

DUNDEE CONTEMPORARY ARTS LIMITEDDIRECTORS REPORT

The Directors submit their Report and Financial Statements for the year ended 31st March 2001.

RESULTS

The results for the period are as shown in the following Income and Expenditure Account.

REVIEW OF THE BUSINESS

The Charity is constituted as a Company limited by guarantee and is, therefore, governed by a Memorandum and Articles of Association.

The Charity exists to promote, maintain, improve and advance public education in contemporary arts and culture for the benefit of the community by the encouragement, support and promotion of the study, practice and knowledge of the visual arts (including but not limited to video and film) and other arts (including but not limited to sound recording, crafts, performance, broadcasting, publishing, literature, music, dance and song) by any means including but not limited to commissioning, galleries, printmaking, workshops, displays, talks, research, discussion groups and exhibitions of all kinds as shall be deemed by the Company to be conducive to the objects specified above.

STATEMENT OF DIRECTORS' RESPONSIBILITIES
FOR THE PREPARATION OF FINANCIAL STATEMENTS

The Directors are required by law to prepare accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of the surplus or deficit of the Company of that period, and which comply with applicable accounting standards.

They are also required to ensure that appropriate accounting policies have been used and applied consistently, that reasonable and prudent judgements and estimates have been made, where necessary, and that the accounts have been prepared on a going concern basis.

They are also responsible for maintaining adequate accounting records and ensuring that the appropriate procedures have been followed to safeguard the assets of the Company and to prevent and detect fraud and other irregularities.

The Directors confirm that these accounts comply with these requirements.

GOING CONCERN

The Directors have a reasonable expectation that the Company will continue in operational existence for the foreseeable future and have, therefore, used the Going Concern basis in preparing the financial statements.

DUNDEE CONTEMPORARY ARTS LIMITEDDIRECTORS REPORT (Cont'd)DIRECTORS

The Directors who served the Company during the period are as follows:

P. Baillie (Chairman)	I. Luke
J. Bewley	Ms. S. Main
Cllr D. Bowes	J. McDougall
Cllr J. Corrigan	F. McLachan
S. Cross	Prof. S. Partridge
Cllr. G. DeGernier (appointed 17/04/01)	Cllr R. Presswood
H. Dempster (appointed 19/06/01)	Ms J. Pyne
W. Duncan (appointed 19/06/01)	G. Ritchie (appointed 23/10/01)
Ms P. Fisher (resigned 11/07/01)	D. Robertson (appointed 19/06/01)
S. Grimmond	Cllr D. Scott
Prof. I. Howard	J. Searle (resigned 26/07/00)
Cllr J. Kemp (resigned 22/08/00)	Ms A. Stark

In accordance with the Articles of Association the following Directors retire at the Annual General Meeting and are eligible for re-election:-

Cllr D. Bowes, Cllr J. Corrigan, Cllr G. DeGernier, H. Dempster, W. Duncan, S. Grimmond, Prof. I. Howard, I. Luke, Ms J. Pyne, D. Robertson and Cllr D. Scott.

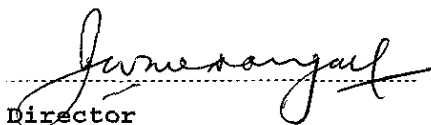
DIRECTORS AND THEIR LIABILITY AS MEMBERS

The Directors of the Company are also trustees for the purpose of charity law. At 31st March 2001 there were seventeen directors, all being members of the Company. The liability of the members is limited to £1 each.

AUDITORS

A resolution for the re-appointment of Messrs Bird Simpson & Co., Chartered Accountants, as auditors, is to be proposed at the forthcoming Annual General Meeting in terms of Section 384 of the Companies Act 1985.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.


Director

Date

14/11/2001

DUNDEE CONTEMPORARY ARTS LIMITEDINCOME & EXPENDITURE ACCOUNTFor the Year ended 31st March 2001

	<u>Note</u>		<u>2001</u>	<u>2000</u>
		£	£	£
INCOME	2			
Donations, Grants & Sponsorship	3a		506,317	485,036
Income from Operating Activities	3b		625,842	595,479
Investment Income	3c		<u>1,346</u>	<u>2,624</u>
			1,133,505	1,083,139
EXPENDITURE				
Staff Costs	4	555,204		497,278
Other Operating Costs	3d	481,422		472,122
Administration & Management	3e	<u>102,685</u>		<u>119,265</u>
			<u>1,139,311</u>	<u>1,088,665</u>
Net Operating Deficit	6		(5,806)	(5,526)
Transfer to Reserves			<u>5,806</u>	<u>5,526</u>
			<u>—</u>	<u>—</u>

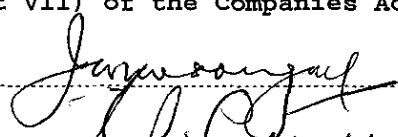
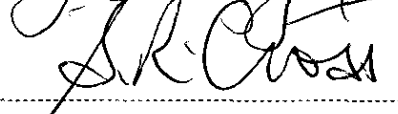
The Company has no gains or losses other than the results shown for the year. The turnover and reported results are in respect of continuing operations.

The notes on pages 5 to 12 form part of these financial statements

DUNDEE CONTEMPORARY ARTS LIMITEDBALANCE SHEETAt 31st March 2001

	<u>Note</u>	<u>2001</u>	<u>2000</u>
		£	£
<u>TANGIBLE FIXED ASSETS</u>	8		
Office Equipment		9,239	1,983
Computer Equipment		1,792	618
		<u>11,031</u>	<u>2,601</u>
<u>CURRENT ASSETS</u>			
Stock		13,365	11,208
Debtors	9	201,504	196,920
Short Term Deposits	10	20,331	33,562
Cash at Bank		106,088	83,693
Cash in Hand		1,440	1,300
		<u>342,728</u>	<u>326,683</u>
<u>CREDITORS</u>			
Amounts falling due within one year			
Creditors and Accruals	11	262,859	232,578
<u>NET CURRENT ASSETS/(LIABILITIES)</u>		<u>79,869</u>	<u>94,105</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>		<u>90,900</u>	<u>96,706</u>
<u>Represented by:</u>			
<u>Unrestricted Funds</u>			
Capital Reserve	12	20,000	20,000
General Reserve	12	70,000	70,000
		<u>90,000</u>	<u>90,000</u>
Revenue Reserve	12	900	6,706
Total Funds		<u>90,900</u>	<u>96,706</u>

These financial statements are prepared in accordance with the special provisions (of Part VII) of the Companies Act 1985.

 Director
 Director

Dated 14/11/2001

The notes on pages 5 to 12 form part of these accounts.

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the AccountsAt 31st March 20011. ACCOUNTING POLICIES1.1 Accounting Basis

The financial statements have been prepared under the historical cost convention and in accordance with Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2000), applicable accounting standards, the Charities Accounts (Scotland) Regulations 1992 and the Companies Act 1985.

1.2 Basis of Operations

The Company contracts annually with Dundee City Council and the Scottish Arts Council for funding. The annual accounts are prepared on the assumption that the company will continue to receive financial support from these parties.

1.3 Incoming Resources

All income receivable is allocated to the year in which it relates, with the exception of donations which are recognised on their receipt.

1.4 Resources Expended

Resources expended are included on an accruals basis.

1.5 Pension Costs

Contributions payable to the pension scheme are charged to the Profit and Loss Account so as to spread the cost of pensions over the service lives of employees in the scheme. The pension charge is calculated on the basis of actuarial advice.

1.6 Fixed Assets

Additions to fixed assets are stated as the cost incurred. Where fixed assets are funded by Capital Grants, the assets are capitalised and the cost reduced by the amount of grant received.

Depreciation

Depreciation is provided at a rate calculated to write off cost or valuation, less estimated residual value, of each asset evenly over its expected useful life as follows:

Office Equipment - 15% Reducing Balance
Computer Equipment - 33 $\frac{1}{3}$ % Straight Line

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 20011.7 Stock

Stock has been valued at the lower of cost and net realisable value.

1.8 Funds

Funds generated or drawn on via the Income & Expenditure account are classified as either restricted funds or unrestricted funds, defined as follows:

- Restrictive Funds are subject to specific conditions which may be declared by the donor or with their authority (e.g. by the restrictive wording of an appeal). Some are restricted income funds expendable at the discretion of the Directors in furtherance of a particular activity, such as Central and Local Government grants and funds raised for particular activities. Others are capital where the assets are required to be invested for long-term use.
- Unrestricted Funds are expendable at the discretion of the Directors in furtherance of the objects of the Charity.
- The Directors confirm that all the funds held throughout the period were unrestricted.

1.9 Cash Flow

The Company has taken the benefit of exemption from preparing a Cash Flow Statement conferred by FRS1 on the grounds that it is a small company.

1.10 Comparative Figures

The comparative figures have been reanalysed so as to conform with the Charities SORP 2000.

2. TURNOVER

Turnover arises solely out of activities within the United Kingdom and is stated net of Value Added Tax.

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 20013. STATEMENT OF FINANCIAL ACTIVITIES

	<u>Note</u>		<u>Unrestricted Funds</u>	
		£	<u>2001</u>	<u>2000</u>
			£	£
<u>Income Resources</u>				
Donations, Grants & Sponsorship	3a	506,317	485,036	
Incoming Resources from Operating Activities	3b			
- Operating of Arts Centre		499,662	499,477	
- Activities for generating funds		<u>126,180</u>	<u>96,002</u>	
		625,842	595,479	
Investment Income	3c	1,346	2,624	
Other Incoming Resources		-	-	
Total Incoming Resources		<u>1,133,505</u>	<u>1,083,139</u>	
<u>Resources Expended</u>				
Costs of generating funds		-	-	
Costs of activities in operation of Arts Centre	3d			
- Programme costs		239,695	275,364	
- Education		50,015	32,344	
- Cinema		359,650	333,405	
- Print Studio		77,154	52,828	
- Shop		76,152	69,392	
- Marketing		<u>127,293</u>	<u>106,279</u>	
		929,959	869,612	
Costs of Administration & Management	3e	<u>209,352</u>	<u>219,053</u>	
Total Resources Expended		<u>1,139,311</u>	<u>1,088,665</u>	
Net Incoming/(Outgoing) Resources		(5,806)	(5,526)	
Total Funds brought forward		96,706	102,232	
Total Funds carried forward		<u>90,900</u>	<u>96,706</u>	

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 2001

3a. <u>DONATIONS, GRANTS & SPONSORSHIP</u>	<u>2001</u>	<u>2000</u>
	£	£
Government and Other Public Bodies Grants		
- Dundee City Council - Pension	28,276	22,995
- Dundee City Council - ERDF	49,721	80,383
- Scottish Arts Council - Revenue	242,090	235,000
- Scottish Arts Council - Projects	9,535	10,122
- Scottish Screen - Revenue	42,000	42,500
- Scottish Screen - Projects	1,808	-
- Millennium Film Project	27,500	-
- University of Dundee - Revenue	3,000	3,000
- University of Dundee - Marketing	10,250	10,000
- Other Miscellaneous Grants	17,405	12,468
Sponsorship Income	57,186	57,279
Donations	13,165	11,289
Membership Fees	4,381	-
	<u>506,317</u>	<u>485,036</u>
3b. <u>INCOMING RESOURCES FROM OPERATING ACTIVITIES</u>		
Operation of Arts Centre		
Dundee City Council - Service Agreement	220,284	212,605
Income from Trading - Shop	64,380	60,990
- Printshop	7,983	7,393
- Cinema	163,229	168,470
- Workshops	16,434	12,348
- Catalogue Sales	2,829	1,508
Collaborative Income	5,896	14,033
Other Miscellaneous Income	18,627	22,130
	<u>499,662</u>	<u>499,477</u>
Activities for Generating Funds		
Café Royalties	108,684	82,954
Advertising	12,489	7,953
Room Hire	5,007	5,095
	<u>126,180</u>	<u>96,002</u>
	<u>625,842</u>	<u>595,479</u>
3c. <u>INVESTMENT INCOME</u>		
Interest on Short Term Loans	1,135	2,624
Bank Interest	211	-
	<u>1,346</u>	<u>2,624</u>

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 2001RESOURCES EXPENDED3d. Analysis of Costs in Furtherance
of Charities Objects

	<u>Staff Costs</u>	<u>Other Costs</u>	<u>2001 Total</u>	<u>2000</u>
	£	£	£	£
Programme	82,265	157,430	239,695	275,364
Education	24,286	25,729	50,015	32,344
Cinema	198,586	161,064	359,650	333,405
Print Studio	47,188	29,966	77,154	52,828
Shop	34,079	42,073	76,152	69,392
Marketing	62,133	65,160	127,293	106,279
	<u>448,537</u>	<u>481,422</u>	<u>929,959</u>	<u>869,612</u>

3e. Analysis of Administration
and Management Costs

Staff Costs	106,667	-	106,667	99,788
Start Up Costs	-	-	-	6,706
Repairs & Maintenance	-	1,645	1,645	3,195
Equipment	-	1,765	1,765	1,013
Rates	-	10,555	10,555	12,504
Insurances	-	8,634	8,634	9,864
Legal Fees	-	3,565	3,565	4,368
Audit Fees	-	2,000	2,000	1,850
Post & Stationery	-	18,174	18,174	17,190
Telephone & Fax	-	16,443	16,443	10,084
Recruitment	-	15,000	15,000	5,315
Training Courses	-	2,580	2,580	1,596
Travel	-	910	910	1,513
Subscriptions	-	1,429	1,429	1,459
Hospitality	-	1,749	1,749	2,128
Board Expenses	-	465	465	683
Other Outlays	-	10,351	10,351	16,102
VAT Disallowed	-	5,000	5,000	20,580
Depreciation	-	2,420	2,420	1,647
Bank Interest	-	-	-	1,468
	<u>106,667</u>	<u>102,685</u>	<u>209,352</u>	<u>219,053</u>

Total Resources Expended

in year to 31/3/2001

555,204 584,107 1,139,311

Total Resources Expended

in year to 31/3/2000

497,278 591,387 1,088,665

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 2001

4. <u>STAFF COSTS</u>	<u>2001</u>	<u>2000</u>
	£	£
Wages & Salaries	521,770	475,411
Social Security Costs	31,153	27,923
Pension Costs	39,187	29,944
	<u>592,110</u>	<u>533,278</u>
<u>Less:</u> Reception Costs recharged to DCC	<u>36,906</u>	<u>36,000</u>
	<u>555,204</u>	<u>497,278</u>

No employee earned more than £50,000 per annum (2000-Nil).

5. STAFF NUMBERS

The average number of full-time equivalent employees (including part-time staff) during the year was made up as follows:

	<u>2001</u>	<u>2000</u>
Programme	12	9
Education	3	1
Cinema	14	16
Print Studio	3	4
Shop	2	3
Management & Administration	9	8
	<u>43</u>	<u>41</u>

6. <u>OPERATING SURPLUS/ (DEFICIT)</u>	<u>2001</u>	<u>2000</u>
	£	£
This is stated after charging:-		
Directors Remuneration	-	-
Auditors Remuneration - Audit Services	2,000	1,850
Depreciation	2,420	1,647

7. TAXATION

The Company is accepted as a charity by the Board of the Inland Revenue and consequently relief is given under S.505 T.A. 1988 to exempt it from the payment of Corporation Tax.

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)Year Ended 31st March 20018. TANGIBLE FIXED ASSETS

	<u>Office Equipment</u> £	<u>Computer Equipment</u> £	<u>Total</u> £
<u>COST OR VALUATION</u>			
As at 1st April 2000	2,956	3,890	6,846
Additions	8,887	1,963	10,850
As at 31st March 2001	<u>11,843</u>	<u>5,853</u>	<u>17,696</u>
<u>DEPRECIATION</u>			
As at 1st April 2000	973	3,272	4,245
Provided during year	1,631	789	2,420
At 31st March 2001	<u>2,604</u>	<u>4,061</u>	<u>6,665</u>
<u>NET BOOK VALUE</u>			
At 31st March 2001	<u>9,239</u>	<u>1,792</u>	<u>11,031</u>
At 31st March 2000	<u>1,983</u>	<u>618</u>	<u>2,601</u>

9. DEBTORS

	<u>2001</u> £	<u>2000</u> £
ERDF Grants	13,694	79,061
Other Grants and Contributions	31,629	16,600
Sundry Debtors	156,181	101,259
	<u>201,504</u>	<u>196,920</u>

10. SHORT TERM DEPOSITS

These relate to short-term interest-bearing cash deposits placed with Dundee City Council.

11. CREDITORS: Amounts falling due within one year

	<u>2001</u> £	<u>2000</u> £
Purchase Ledger	49,408	44,090
DCC Recharges	77,216	24,781
Sundry Creditors	136,235	163,707
	<u>262,859</u>	<u>232,578</u>

12. RESERVES

	<u>Opening Balance</u> £	<u>Transfer</u> £	<u>Closing Balance</u> £
Capital Reserve	20,000	-	20,000
General Reserve	70,000	-	70,000
Revenue Reserve	6,706	(5,806)	900
	<u>96,706</u>	<u>(5,806)</u>	<u>90,900</u>

DUNDEE CONTEMPORARY ARTS LIMITEDNotes to the Accounts (Cont'd)At 31st March 200113. CONTINGENT LIABILITIES

There were no contingent liabilities known to the company at 31st March 2001.

14. PENSION COMMITMENTS

The Company's employees are eligible to join the Tayside Superannuation Fund which provides benefits based on final pensionable pay. The assets of the scheme are held independently from those of the Company. Contributions to the scheme are charged to the Income & Expenditure Account so as to spread the cost of pensions over employees working lives with the Company. The contributions are determined by a qualified actuary on the basis of triennial valuations using the projected unit method. The most recent valuation was at 31st March 1999.

The pension charge for the year was £39,187 (2000 - £29,944).

The most recent actuarial valuation showed that the market value of the scheme's assets was £873,600,000 and that the actuarial value of those assets represented 102% of the benefits that had accrued to members, after allowing for expected future increases in earnings. The contributions of the Company are currently 12.6% while the employees contribute 6%.

DUNDEE CONTEMPORARY ARTS LIMITEDREPORT OF THE AUDITORS TO THE MEMBERS OF
DUNDEE CONTEMPORARY ARTS LIMITED

We have audited the financial statements on Pages 3 to 12 which have been prepared under the historical cost convention and on the basis of the accounting policies set out on Page 5.

Respective Responsibilities of Directors and Auditors

As described on Page 1, the Company's Directors (who also act as trustees for the charitable activities of Dundee Contemporary Arts Ltd) are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

Basis of Opinion

We have conducted our audit in accordance with Auditing Standards 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 and of whether the accounting policies are appropriate to the Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all 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 irregularities 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 charitable company's state of affairs as at 31st March 2001 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985 and the Charities Accounts (Scotland) Regulations 1992.



Bird Simpson & Co
Chartered Accountants
and Registered Auditors
Dundee

Date 15th November 2001