

Charity registration number SC048425 (Scotland)

Company registration number SC574279 (Scotland)

**LAUNCH IT TRUST DUNDEE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**  
**PAGES FOR FILING WITH REGISTRAR**

# LAUNCH IT TRUST DUNDEE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	David Dorward - Chairman	
	Vivien Buchan	
	David Milne	
	Simon Rolfe	
	J Crabb	(Appointed 13 December 2022)
<b>Chief executive officer</b>	Pat Shelley	
<b>Charity number (Scotland)</b>	SC048425	
<b>Company number</b>	SC574279	
<b>Principal address</b>	Kandahar House	
	71 Meadowside	
	Dundee	
	DD1 1EN	
<b>Independent examiner</b>	Findlays	
	Chartered Accountants	
	11 Dudhope Terrace	
	Dundee	
	DD3 6TS	

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# LAUNCH IT TRUST DUNDEE

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# LAUNCH IT TRUST DUNDEE

## CHAIRMAN'S END OF YEAR REPORT 2022

### FOR THE YEAR ENDED 31 DECEMBER 2022

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Our third year has still been one of recovery at Launch It Dundee as result of the global pandemic. Our Dundee Centre opened officially in May 2019, with over 100 delegates from across the enterprise and employment sector, local government and other key players attending our launch. Since then, we have worked hard to further raise the profile of Launch It locally and support more young people. Over 150 young people have approached Launch It for support since our opening and our Enterprise team are currently supporting 40 businesses through one to one support and through out incubation programme.

In December 2020 the Dundee Centre was closed again under the Scottish Government Covid restrictions and we adopted a policy whereby we gave a rental holiday to our clients. Unfortunately, a few of our clients were unable to continue trading during the lockdown period, despite the financial and other support offered by our Enterprise Managers.

We started the year with several vacancies, as a direct result of the adverse impact that the Covid pandemic had on some of our clients. However, by June 2021 we had full occupancy. During the year there were several tenants who left for a variety of reasons, but we were always able to relet the space within a very short period and once again at full occupancy

The Enterprise Manager has introduced a varied mentoring scheme for our clients as well as a user panel, and this has been operating very successfully. It is important that we provide our clients with not only pace for their new business, but a range of support, and the Enterprise Managers do this in a very thoughtful and targeted manner.

It is recognised that the charity must operate to the highest standard in terms of our governance. We applied for and achieved the Introduction to Good Governance Award.

During the year we were able to take on a young person as a Kickstart for a six-month period, and not only did this provide support to the Enterprise Managers, but also an opportunity for a young person to get some work experience.

During the year we received an Adapt and Thrive grant and appointed our third member of staff, Mo Khalil as our Virtual Enterprise Programme Development Officer

In Addition to this we also supported Career Ready Scotland where a young person in S5 completed a 4-week internship within Launch it to learn new skills as well as work alongside one of the in house fashion businesses.

Launch It is a UK wide service and the very first Launch It UK Conference was held in Dundee on the 17 & 18 November 2021. Representatives from London and Paisley attended, and the Dundee delegates hosted what was a very stimulating and productive conference

We have put in a great deal of effort to make our Dundee Centre a cheerful, inspiring, and welcoming space, with plenty of opportunities for young people to meet and share ideas. Our clients have found opportunities to support and promote each other, as well as collaborate on projects. Our charity and Enterprise Centre are now well-known across the local sector, and we are receiving regular referrals from other providers.

Thanks to the hard work of our Dundee Enterprise Managers and the wider Launch It team, we are coming to the end of 2022 with our reserves in a relatively strong position. We would like to thank Launch It's Out of London Development Director, Amber Wright, and Shabana Basheer for their hard work fundraising.

Although we are in a reasonably comfortable financial position now, we are very conscious of the need to investigate ways of diversifying our funding so that we are not so reliant on grant funding in the future, particularly as it is likely that competition for funding will increase as a result of the pandemic. Our Dundee Centre is now fully occupied, and we can now rely on regular rental income alongside other funding sources to ensure the financial sustainability of our charity. The financial year 2021/22 saw an uplift in our rental income as many of our clients were in their second year, and at a higher level of rental income.

Our 2021-23 strategy highlights 4 clear goals for the next 3 years: to ensure Launch It Dundee's financial stability; to increase our reach and effectiveness; to listen to and work with our young people to improve service delivery, and to develop a robust marketing strategy. We have identified clear objectives towards meeting these goals and look forward to working with the Launch It umbrella and our local partners to achieve them.

## **LAUNCH IT TRUST DUNDEE**

### **CHAIRMAN'S END OF YEAR REPORT 2022 (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2022***

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#### **Chairman's Statement**

The guidance and support Launch It Dundee has received from Launch It national staff team has been invaluable and we are truly indebted to them for this. The commitment and work ethic of our two Enterprise Managers Shabana Basheer and Lianne Carr-Wyllie are the main reasons that Launch It Dundee has had such a successful first three years, and we are indebted to them for all their hard work. Finally, I would wish to personally thank our Trustees for the commitment, knowledge, and experience which they have offered unstintingly to the charity.

**David Dorward - Chairman**

Date: 15 August 2023

# LAUNCH IT TRUST DUNDEE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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The Trustees present their annual report and financial statements for the Year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's constitution, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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 2019).

#### OBJECTIVES AND ACTIVITIES

##### Overview

Launch It Trust Dundee is dedicated to helping young entrepreneurs start and grow successful businesses. We do this by providing affordable business space for two years, as well as advice, support and mentoring.

Over the course of their time with us, they graduate to paying a comparable market rent, later moving on and vacating their unit for another start-up. Launch It Trust Dundee opened its first centre at Kandahar House, Dundee in May 2019.

Our beneficiaries have a business idea, but don't have the financial means to rent commercial premises, or the social and business networks to help them get started or generate the levels of sales needed to make the business sustainable.

We believe self-employment supports social mobility and that for young people it is one route out of unemployment, and as a result, improves their situation and enables them to achieve financial independence. We want to make self-employment accessible to young people with a good idea and the enthusiasm and commitment to turn it into reality – regardless of whether they have the money, family background or social networks to help them.

##### Our Mission

Our mission is to change lives through enterprise.

We work to empower enterprising young people, who face challenges in accessing the conventional labour market, to build bright futures by providing the space, tools and support they need to start and grow a sustainable business, develop their skills and attain financial independence doing something that they are passionate about.

##### Who We Help

Our beneficiaries are aged 18-30 and usually unemployed or underemployed. Many come from areas facing multiple deprivation within Dundee and the surrounding areas.

##### How We Work

Through our enterprise centre, we offer low-cost premises from which young entrepreneurs can develop their businesses, alongside on-site advice, support and mentoring. We build relationships in the communities from which we draw our clients, so that we understand and respond to local needs.

Our low-rent, high-support model is unique in the local community. Each of our centres has a community culture that is cultivated by our committed centre managers, who encourage businesses to network and trade with each other, and to take up the opportunities that we offer them.

We help entrepreneurs:

- Develop their business idea, create a viable business plan and help them access and apply for start-up funding.
- By providing a subsidised (sub-market rent) space on a sliding scale, reaching commercial levels over 2 years.
- By supporting them within our centre for 2 years, giving on-site support from the Enterprise Managers and a mentor

We also support clients who do not need access to our studio space through tailored business support, access to workshops and peer networking events.

## **LAUNCH IT TRUST DUNDEE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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#### **ACHIEVEMENTS AND PERFORMANCE**

Our third year has still been one of recovery at Launch It Dundee as result of the global pandemic. Our Dundee Centre opened officially in May 2019, with over 100 delegates from across the enterprise and employment sector, local government and other key players attending our launch. Since then, we have worked hard to further raise the profile of Launch It locally and support more young people. Over 150 young people have approached Launch It for support since our opening and our Enterprise team are currently supporting 40 businesses through one to one support and through out incubation programme.

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# LAUNCH IT TRUST DUNDEE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### FINANCIAL REVIEW

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

In formulating our reserves policy, we have taken account of the regular commitments of the Charity. Our aim is to achieve a position where we hold sufficient unrestricted reserves to fund our core costs for several months, including rent subsidy as this is an integral part of our activity. This would create a buffer against any unexpected events affecting the Charity's financial position including a fall in funds raised from outside the Charity.

At 31 December 2022, our total reserves amounted to £87,830 (2021 - £94,548), of which £4,675 (2021 - £9,626) are restricted and can only be used to fund the projects that the monies were received for.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee, incorporated on 21 August 2017 as Youth Support Scotland and changed its name to Launch It Trust Dundee on 3 May 2019. It was registered as a charity on 31 May 2018.

The Company was established under a Memorandum of Association which establishes the objects and powers of the organisation and is governed under its articles of association. The trustees are responsible for the overall policies and direction of Launch It Dundee. The day to day management of the Charity is delegated to our Enterprise Managers.

The trustees meet four times a year to review strategy, planning, development, financial and administrative matters. In addition, the Chair meets the Enterprise Managers on a regular basis to discuss and deal with issues that emerge between the meetings of trustees.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. It looks at the success of each key activity and the benefits these activities have brought to the people we are set up to help. The review also helps us to ensure that our aims, objectives and activities remain focused on our stated purposes.

The Trustees, who are also the directors for the purpose of company law, and who served during the Year and up to the date of signature of the financial statements were:

David Dorward - Chairman  
Vivien Buchan  
David Milne  
Simon Rolfe  
J Crabb

(Appointed 13 December 2022)

The Board has established procedures for recruiting and supporting trustees. New trustees attend an induction meeting to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the decision-making process, the business plan and recent financial performance of the Charity. They also meet key employees and members of the wider staff team.

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report they are collectively known as the trustees. Members of the Charity guarantee to contribute an amount not exceeding £1 to the assets of the Charity in the event of winding up. The total number of guarantees at 31st December 2022 was five (2021: five).

Our governing document is the Launch It Memorandum and Articles of Association. This is reviewed by the Board at least every 2 years. As set out in the Articles of Association the trustees are also the members. The members have the power to appoint new trustees.



## **LAUNCH IT TRUST DUNDEE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** ***FOR THE YEAR ENDED 31 DECEMBER 2022***

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The Trustees' report was approved by the Board of Trustees.

David Dorward - Chairman

15 August 2023

# LAUNCH IT TRUST DUNDEE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF LAUNCH IT TRUST DUNDEE

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I report on the financial statements of the Charity for the Year ended 31 December 2022, which are set out on pages 8 to 21.

#### **Respective responsibilities of Trustees and examiner**

The Charity's Trustees, who are also the directors of Launch It Trust Dundee for the purposes of company law, are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The Trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the financial statements as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the financial statements.

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

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - (ii) to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

**Lesley Campbell CA**  
**Independent Examiner**

Findlays  
Chartered Accountants  
11 Dudhope Terrace  
Dundee  
DD3 6TS

Dated: 15 August 2023

# LAUNCH IT TRUST DUNDEE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

### Current financial year

		Unrestricted funds	Restricted funds	Total funds	Total funds
		2022	2022	2022	2021
	Notes	£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	3	15,000	29,624	44,624	99,011
Charitable activities	4	33,727	-	33,727	20,313
Other income	5	11,911	-	11,911	2,925
<b>Total income</b>		<b>60,638</b>	<b>29,624</b>	<b>90,262</b>	<b>122,249</b>
<b>Expenditure on:</b>					
Charitable activities	6	64,205	34,575	98,780	66,104
<b>Net (expenditure)/income for the Year/ Net movement in funds</b>		<b>(3,567)</b>	<b>(4,951)</b>	<b>(8,518)</b>	<b>56,145</b>
Fund balances at 1 January 2022		86,722	9,626	96,348	38,403
<b>Fund balances at 31 December 2022</b>		<b>83,155</b>	<b>4,675</b>	<b>87,830</b>	<b>94,548</b>

The statement of financial activities includes all gains and losses recognised in the Year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# LAUNCH IT TRUST DUNDEE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

Prior financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<b><u>Income and endowments from:</u></b>				
Donations and legacies	3	70,581	28,430	99,011
Charitable activities	4	20,313	-	20,313
Other income	5	2,925	-	2,925
<b>Total income</b>		<b>93,819</b>	<b>28,430</b>	<b>122,249</b>
<b><u>Expenditure on:</u></b>				
Charitable activities	6	34,045	32,059	66,104
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>59,774</b>	<b>(3,629)</b>	<b>56,145</b>
Fund balances at 1 January 2021		25,148	13,255	38,403
<b>Fund balances at 31 December 2021</b>		<b>84,922</b>	<b>9,626</b>	<b>94,548</b>

# LAUNCH IT TRUST DUNDEE

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		6,218		11,546
<b>Current assets</b>					
Debtors	12	6,541		7,344	
Cash at bank and in hand		118,662		97,401	
		125,203		104,745	
<b>Creditors: amounts falling due within one year</b>	13	(27,054)		(5,450)	
Net current assets			98,149		99,295
<b>Total assets less current liabilities</b>			104,367		110,841
<b>Creditors: amounts falling due after more than one year</b>	14		(16,537)		(16,293)
<b>Net assets</b>			87,830		94,548
<b>Income funds</b>					
Restricted funds	15		4,675		9,626
Unrestricted funds			83,155		84,922
			87,830		94,548

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the Year ended 31 December 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the Year in question in accordance with section 476.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 15 August 2023

David Dorward - Chairman

Company Registration No. SC574279

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **1 Accounting policies**

#### **Charity information**

Launch It Trust Dundee is a charitable company limited by guarantee, incorporated in Scotland within the UK (company number SC574279). The address of the registered office is Kandahar House, 71 Meadowside, Dundee, DD1 1EN.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the Charity's constitution, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2008 (as amended), FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

#### **1.4 Income**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### **Key sources of estimation uncertainty**

#### **Depreciation**

Tangible fixed assets are depreciated over a period to reflect their estimated useful lives. The applicability of the assumed lives is reviewed annually, taking into account factors such as physical condition, maintenance and obsolescence.

Fixed assets are also assessed as to whether there are indicators of impairment. This assessment involves consideration of the economic viability of the purpose for which the asset is used.



## LAUNCH IT TRUST DUNDEE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

#### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	-	-	-	261	-	261
Grants	15,000	29,624	44,624	70,320	28,430	98,750
	15,000	29,624	44,624	70,581	28,430	99,011
Grants receivable for core activities:						
Matthew Charitable Trust	-	5,000	5,000	-	10,000	10,000
Dulverton Trust	-	-	-	20,000	-	20,000
Northwood Thomson & Sons	15,000	-	15,000	10,000	-	10,000
Robertson Trust	-	-	-	-	15,000	15,000
Adapt and Thrive	-	-	-	32,320	-	32,320
DWP Kickstart Programme	-	1,624	1,624	1,500	3,430	4,930
Bank of Scotland Foundation	-	23,000	23,000	-	-	-
Other	-	-	-	6,500	-	6,500
	15,000	29,624	44,624	70,320	28,430	98,750

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 4 Charitable activities

	Business Support	Business Support
	2022	2021
	£	£
Rent receivable	31,689	19,017
Services charges	1,920	1,195
Course delivery income	-	100
Bank interest	118	1
	<u>33,727</u>	<u>20,313</u>

### 5 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Other income	<u>11,911</u>	<u>2,925</u>

Other income represents amounts received in lieu of salary reimbursements for seconded staff and the reimbursement of expenses from Launch It London.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 6 Charitable activities

	Business Support	Business Support
	2022 £	2021 £
Staff costs	55,594	31,757
Depreciation and impairment	5,328	5,328
Rent and service charges	15,488	12,806
Other staff costs	959	1,137
Office costs, including insurance	6,275	4,421
Repairs and maintenance	5,684	1,686
Sundries	480	773
Bad debts	71	-
	<u>89,879</u>	<u>57,908</u>
Share of support costs (see note 7)	6,342	6,096
Share of governance costs (see note 7)	2,559	2,100
	<u>98,780</u>	<u>66,104</u>
<b>Analysis by fund</b>		
Unrestricted funds	64,205	34,045
Restricted funds	34,575	32,059
	<u>98,780</u>	<u>66,104</u>

### 7 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
License fees	6,000	-	6,000	6,000	-	6,000
Bank charges	81	-	81	96	-	96
Legal fees	261	-	261	-	-	-
Independent exam	-	2,559	2,559	-	2,100	2,100
	<u>6,342</u>	<u>2,559</u>	<u>8,901</u>	<u>6,096</u>	<u>2,100</u>	<u>8,196</u>
Analysed between Charitable activities	6,342	2,559	8,901	6,096	2,100	8,196

Governance costs includes payments to the Charity's independent examiner of £2,559 (2021 - £2,100) for independent examination of the Charity's annual accounts.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 8 Trustees

During the period, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the period, one Trustee was reimbursed for travel and sundry expenses amounting to £NIL (2021 - £412).

### 9 Employees

The average monthly number of employees during the Year was:

2022 Number	2021 Number
3	3
=====	=====

#### Employment costs

	2022 £	2021 £
Wages and salaries	54,547	31,118
Other pension costs	1,047	639
	=====	=====
	55,594	31,757
	=====	=====

#### Key Management Personnel

The total remuneration and benefit cost of key management personnel of the charity amounted to £42,682 (2021 - £27,688).

There were no employees whose annual remuneration was more than £60,000.

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 11 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 January 2022	26,642
At 31 December 2022	26,642
<b>Depreciation and impairment</b>	
At 1 January 2022	15,096
Depreciation charged in the Year	5,328
At 31 December 2022	20,424
<b>Carrying amount</b>	
At 31 December 2022	6,218
At 31 December 2021	11,546

### 12 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	2,603	2,549
Other debtors	3,938	3,830
Prepayments and accrued income	-	965
	6,541	7,344

### 13 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	502	-
Trade creditors	94	1,544
Other creditors	23,566	1,806
Accruals and deferred income	2,892	2,100
	27,054	5,450

### 14 Creditors: amounts falling due after more than one year

	2022 £	2021 £
Other creditors	16,537	16,293

## LAUNCH IT TRUST DUNDEE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

#### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 January 2021	Income resources	Resources expended	Balance at 1 January 2022	Resources expended
	£	£	£	£	£
Bank of Scotland - Salaries	-	15,000	(15,000)	-	23,000
Robertson Trust - Capital	2,851	-	(899)	1,951	-
Northwood Trust - Capital	6,334	-	(1,999)	4,336	-
Matthew Trust - Repairs	4,070	-	(731)	3,339	-
Matthew Trust - Salaries	-	10,000	(10,000)	-	5,000
DWP Kickstart Scheme	-	3,430	(3,430)	-	1,624
	13,255	28,430	(32,059)	9,626	29,624
					(34,575)
					4,675

#### Purpose of Funds

##### **Bank of Scotland Foundation**

This represents grants received for salaries. The grant has been fully expended in the year.

##### **The Northwood Trust**

This represents a grant from The Northwood Trust for capital expenditure. This grant has part-funded improvements to the Trust's premises which are being depreciated over 5 years.

##### **The Matthew Trust**

This represents grants received for salaries and repair costs. The grant for salaries has been fully expended in the year. The grant for repairs has funded the costs of replacing old windows, painting and decorating the premises and part-funded various other small repairs.

##### **DWP Kickstart Scheme**

This represents grant income in relation to the Kickstart Scheme which funds 100% of the cost of employing a 16-24 year old on a 6 month temporary contract.

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 15 Restricted funds

(Continued)

#### Robertson Trust

This represents a grant from The Robertson Trust for capital expenditure

### 16 Analysis of net assets between funds

	Unrestricted funds 2022	Restricted funds 2022	Total 2022	Unrestricted funds 2021	Restricted funds 2021	Total 2021
Fund balances at 31 December 2022 are represented by:						
Tangible assets	2,836	3,382	6,218	5,265	6,281	11,546
Current assets/(liabilities)	96,866	1,293	98,149	63,630	35,665	99,295
Long term liabilities	(16,537)	-	(16,537)	(16,293)	-	(16,293)
	<u>83,155</u>	<u>4,675</u>	<u>87,830</u>	<u>52,602</u>	<u>41,946</u>	<u>94,548</u>

# LAUNCH IT TRUST DUNDEE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **17 Financial commitments, guarantees and contingent liabilities**

#### **Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension charge represents contributions payable by the charity to the fund and amounted to £210 (2021 - £140) at the balance sheet date and is included in creditors.

### **18 Operating lease commitments**

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Within one year	5,000	3,208
Between two and five years	20,000	10,000
In over five years	4,167	21,792
	<hr/>	<hr/>
	29,167	35,000
	<hr/>	<hr/>

### **19 Related party transactions**

There were no disclosable related party transactions during the Year (2021 - NIL).



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