

Charity number: 1086471
Company number: 04027621

County Durham Arts in Education Agency

Trustees' report and financial statements

for the year ended 31 March 2016



County Durham Arts in Education Agency

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County Durham Arts in Education Agency

Legal and administrative information

Charity number 1086471

Company registration number 04027621

Registered office King Edward VIII Terrace
Shield Row
Stanley
Co Durham
DH9 0HQ

Trustees	M Gilbey	Chairman
	B D Ebbatson	
	J Stirk	
	S Campbell	
	M Fleming	
	R Robson	
	S Dixon	

Accountants Jane Freeman
27 Durham Road
Birtley
Co Durham
DH3 2QG

Bankers Unity Trust plc
Nine Brindley Place
Birmingham
B1 2HB

County Durham Arts in Education Agency

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2016

The trustees present their report and the financial statements for the year ended 31 March 2016. The trustees, who are also directors of County Durham Arts in Education Agency for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

Structure, governance and management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 5th July 2000 and registered as a charity on 3rd May 2001. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, at each annual general meeting, other than the first following the date of incorporation, one third of the trustees shall retire by rotation, but they may offer themselves up for re-election.

Recruitment and Appointment of Trustees

The trustees of the company are also directors for the purpose of charity law and under the company's Articles are members of the Board of Trustees. The minimum number of board members is 3 and the maximum is 12. A number of methods will be used to source new trustees. These will include identifying potential trustees with the relevant skills and contacting directly. We would seek advice and support from peer organisations including Arts Council England and the Arts and Business Board Bank scheme.

Induction and training of new Trustees

Most trustees are familiar with the practical work of the charity, however the organisation also hold annual board development days and trustees are encouraged to take up training opportunities outside of the organisation when they become available. The board is heavily involved in the creation and implementation of key policy. Throughout the year the Executive Committee will receive further publications as they become available from such organisations as the Charity Commission and Arts Council England.

Organisational structure

The board meets on a quarterly basis. The Executive Director is in attendance and has no voting rights. Additional committees and working groups reestablished to explore specific issues. Day to day management of the organisation is through the Executive Director, who is supported by two managers. Line management, supervision and appraisal is undertaken of all staff to ensure the team continue to develop their skills and working practices as part of our drive to ensure quality.

Related parties

The Forge works closely with many partners including cultural practitioners and cultural organisations. We also have close links with other organisations and individuals from both the voluntary, statutory and business sectors. Partnership development is an integral and fundamental element of the organisations work. We continue to receive core funding from Durham County Council and Arts Council England.

Risk Management

The board works with the Executive Director to identify any potential problems that the organisation may face. Risk review is built into all of the organisations planning on both an operational and strategic level. Rigorous procedures are in place to ensure compliance with health & safety, safeguarding and best practice in the employment of cultural practitioners and programme delivery.

County Durham Arts in Education Agency

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2016

Objectives and activities

Objectives and aims

To create participatory arts projects that inspire young people to become successful, confident individuals capable of reaching their full potential. The Forge will make cultural programmes that are courageous, relevant and excellent.

Achievements and performance

The Board is pleased to report on a year of growth and high performance for the Forge. We have established, in our new team, a powerful focus for our activity: 2015/16 has been a year of great success and represents a base for yet richer engagement and impact in coming years.

This is particularly pleasing in the challenging financial climate and in a turbulent time for schools, voluntary sector organisations and local government. We have performed well against engagement and reach targets, making programmes available to thousands of young people each year within and beyond school. We have broadened our audience and deepened levels of engagement. In 2015/16 our programmes engaged with 226 schools, 273 days of employment for 83 artists, and training for 271 adults across Artsmark and Arts Award.

We provide a coherent and co-ordinated approach to young people's engagement with the arts in the region. We achieve this by providing excellent, high quality provision; programming and commissioning opportunities for young people including international collaborations. We continue to drive for high quality outcomes for children and young people (CC) working with a wide range of partners.

We have sustained our commitment to ensuring that young people in schools get the opportunity to work alongside professional artists. We restructured our Connections programme and continued to attract schools including those beyond Durham by tailoring our cultural offer to reflect the educational zeitgeist. We are co-leading on a region wide research programme into the Arts Council Quality Principles for work with children in schools

We have sustained our partnership with our key local authority partner, Durham County Council (DCC), despite the difficult funding position for local authorities, and have secured a further 2 year Service Level Agreement to deliver a range of artistic activities in Durham. We have deepened our partnership with the Durham and Darlington Music Hub and DCC International Relations Office to develop new activity with schools and local authorities with European partners.

We have sustained our commitment to ensuring that young people in schools get the opportunity to work alongside professional artists. We have continued to review and refine our schools programme to ensure it remains accessible and more young people have the opportunity to experience and participate in great art.

Due to the change in educational structures, the changed role of Local Authorities and the policy on Academies cultural organisations are finding it more difficult to engage with schools. So we undertook an internal review of our audience development strategy, which included extensive consultation with users. We have developed a proactive multi-strand approach to address this, which involves direct marketing to schools, individualised programme development and centralised marketing through local authority structures. This, coupled with the development of school friendly products, a knowledgeable staff team and extensive research work has helped us to buck this trend and grow our schools activity. We have developed projects with a number of new practitioners. This ensures that we are growing our stable of associate artists and we can offer fresh innovative programmes in schools

We completed the RISE project, involving 5 schools and six cultural organisations. The programme offered investment in cultural activity professional development for staff and membership of an action research community. This group has continued to work with The Forge on new projects and supporting further applications. The findings for the project were drawn together and a website was created as a legacy and learning tool for the programme.

County Durham Arts in Education Agency

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2016

A new strand of activity for the organisation was the Heworth Grange performing arts summer school. This project was designed to support resilience in vulnerable year 7 pupil premium students who were moving from primary to secondary education. Heworth Grange traditionally runs successful sports based summer programme for catchment pupils; this was a new development for the school which responded to our suggestion that performance skills can also strengthen resilience. An artistic team working alongside Forge staff developed a week-long theatre school. Pupils were given the opportunity to complete their Explore Arts award as part of the project. The school was delighted with the outcomes (fed back via parental responses to a questionnaire on resilience and also direct email from parents). Feedback from parents showed strong evidence of changes in pupils' mindset as a result of their participation in summer school. As well as measuring changes in mindset, the Quality Principles were monitored through artists' evaluations.

Through our work in the Durham International Brass festival and the DCC European office we ensure that children in Durham schools are engaging with artists and musicians from across Europe. Teachers often feedback to us that these opportunities are of great importance to the children especially in areas of Durham that are predominantly white. As part of this year's International Brass Festival we toured 12 bands to 67 schools.

The development of new talent is central to our role as a leading producer of creative work in schools and with young people. We continue to support emerging artists and established practitioners to develop their skills in participatory art making. Building on the relationship with Northumbria University we delivered a module to support early career development for emerging artists, providing seminars and workshops for students on the performing arts course.

In 2015/16 we developed a creative programme that challenged artists to make work of the highest quality. The new artist in schools programme provided a range of practitioners the opportunity to develop their work in education settings. We offer support including training and mentoring and opportunities to deliver innovative workshops and performances in schools. As part of the 360 degree evaluation process we feed back to artists on any work they have delivered and provide a channel for them to liaise with us. Through this approach we have jointly developed new workshop programmes with artists and delivered them into schools.

We continue successfully to develop the international profile of the company. We took *The Tin Ring* to Nazi show camp Theresienstadt on the 70th anniversary of its liberation. We performed *The Tin Ring* in the attic of the Magdeburg barracks with a series of workshops with fellows of the Institute. It was a high profile performance to an audience of survivors, residents of the village, academics and dignitaries including the head of the British Council in the Czech Republic and Euro MP Julie Ward. Hosted by The Defiant Requiem Foundation, The Rafael Schächter Institute for Arts and Humanities is an annual series of events to honour the creative activities of the prisoners in the Theresienstadt Concentration Camp during WWII. The Schächter Institute is an institute of learning commemorating the "accidental university" that the prisoners created

We have worked with Culture Bridge North East to make the North East the most successful region for signup to Artsmark in the country. We successfully delivered the Artsmark pilot and the first year of the main programme, recruiting an impressive 129 schools within the first 6 months and delivering 12 Development Days to 258 teachers across the region. Evaluations reveal that schools feel 100% confident and well-supported by The Forge in their Artsmark journey.

At the outset of the programme, we also delivered three cultural sector briefings to get the sector "Artsmark ready," and there has been a significant upturn in requests to the organisations represented at Development Days. Within our own commissioned work, our advocacy for Artsmark is systemic; schools requesting artistic programmes from The Forge are simultaneously encouraged to consider the benefits of joining the region's growing Artsmark community. As a result, there has been a tangible increase in the number of registrations for Artsmark and for requests for artist-led activities and CPD programmes for staff.

County Durham Arts in Education Agency

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2016

In 15/16 we developed a year round promotion campaign for Arts Award to promote high attendance and develop in house session delivery. We achieved the agreed SMART targets for Arts Award in the 15/16 business plan. Twenty nine children completed Discover Arts award level as part of RISE. We delivered 2 public Arts Award training sessions at Bronze & Silver Level and were chosen by Culture Bridge North East to deliver the in house training sessions across all levels to Tees Valley Music Services. This year also saw Beverley Briggs and Heather Cameron undergo training to deliver the whole range of Arts Award and integrated Arts Award into the summer school programme that we ran at Heworth Grange school. Our contract has been renewed for the 16/17 year with Trinity. We will deliver public training at Bronze and Silver levels.

Principal Funding Sources

The principal funding sources were Arts Council England and Durham County Council.

The Forge successfully levers income for:

- * Delivery of programme fulfilling the artistic aims of the organisation
- * Products and services supplied to schools
- * Delivery of commissioned activity.

Financial review

We take seriously the need to take a medium and long term view of the resilience of the organisation. The Board's Finance and HR sub group take a hands on approach to resilience and feeds back on a quarterly basis. members. 2014/15 was a year of transition with significant churn in staffing which impacted upon our capacity to generate new activity. We have now turned the corner and provisional figures show a much stronger financial position. Provisional income for 2015/16 is £186,421 compared to £145,875 for 14/15. Resources expended on delivery increased from £159,073 to £181,436. We have grown income across the programme: for example income generated directly from schools for residency work increased from £3,619.00 to £14,397.00. Income has also increased through partnership development with Culture Bridge North East, Durham County Council and DDMEH.

Our supporters have continued to take this journey of development with us and we are grateful for their confidence and commitment to our work and the cause of the charity. We acknowledge that the economic and fiscal climate continue to make for challenges to the sector, but we are confident that the last year has helped us build a robust, efficient and highly effective organisation that continues to make a real, positive difference to the lives of the young people we work with and the communities in which they live.

Reserves Policy

The trustees have established the levels of reserves for the organisation. The benefits of the policy are as follows:

- * Strategic planning and the ability to meet current commitments or start new activities
- * A focus on fundraising activities to maintain excellent delivery of activity in a challenging financial climate
- * Clear, transparent policy for stakeholders and other interested parties to illustrate that funds are prudently managed.

The trustees consider it prudent that unrestricted funds should be subnet to:

- * Sustain the organisation for a nine month period to enable it to meet contractual liabilities and maintain service provision in the event of delays with receipt of funding or should it have to close: £90,000
- * Maintaining performance despite an economic downturn and serve public sector cutbacks: £20,000
- * Provide for in the event of redundancy: £10,000
- * Provide funds that can be designated to specific projects including digital innovation, international collaboration and staff development: £40,000

County Durham Arts in Education Agency

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2016

Public Benefit

From April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The trustees confirm that they have complied with the duty to have due regards to the Charity Commission's general guidance on public benefit.

The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly there must be an identifiable benefit or benefits; and secondly that the benefit must be to the public, or a section of the public.

Future Developments

We remain committed to sustaining our partnerships; however we also recognise the need to diversify beyond public sector funding sources, developing new partnerships to ensure the work of the organisation is sustained.

As part of our business planning process we outlined the following strategic objectives for the period 2012-2016:

- * Ensure that The Forge is the principal provider of arts education in the North East including affordable high quality mass access products and flagship programmes attracting significant critical interest
- * Nurture the development of the Durham National Portfolio Organisation (NPO) network and the creation of excellent artistic produce for the county including festivals
- * Develop a more diverse funding portfolio to complement ACE's investment
- * Maintain The Forge's role as Arts Council England (ACE) recommended supplier of Arts Award and Artsmark support in Durham and Sunderland
- * Measure the artistic excellence, quality and social impact of The Forge's programme, measuring satisfaction and sharing findings annually with stakeholders
- * Increasing the range and accessibility of programme available to audiences digitally.

Children, young people and those working with them are central to the programme, and their participation is key to the achievement of the strategic objectives.

Statement of trustees' responsibilities

The trustees (who are also directors of West Harton Churches Action Station Limited for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

County Durham Arts in Education Agency

**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2016**

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

On behalf of the board

A handwritten signature in black ink, appearing to be 'M Gilbey', written over a horizontal line.

**M Gilbey
Chairman**

County Durham Arts in Education Agency

Independent examiner's report to the trustees on the unaudited financial statements of County Durham Arts in Education Agency

I report on the accounts of County Durham Arts in Education Agency for the year ended 31 March 2016 set out on pages 2 to 18.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145(5)(b) of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 386 of the Companies Act 2006 and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....

Jane Freeman

FCCA

Independent examiner

27 Durham Road

Birtley

Co Durham

DH3 2QG

County Durham Arts in Education Agency

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2016

	Notes	Unrestricted funds £	Restricted funds £	2016 Total £	2015 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	88,396	-	88,396	70,496
Activities for generating funds	3	-	95,641	95,641	73,424
Investment income	4	2,384	-	2,384	1,955
Total incoming resources		<u>90,780</u>	<u>95,641</u>	<u>186,421</u>	<u>145,875</u>
Resources expended					
Staff costs	6	110,863	-	110,863	82,538
Establishment costs		5,762	-	5,762	6,545
Auditors' remuneration		960	-	960	960
Legal and professional fees		1,249	-	1,249	1,536
Communications and IT		1,088	-	1,088	1,102
Other office expenses		1,579	-	1,579	2,055
Cost of trustees' meetings		555	-	555	504
Training and development		3,090	-	3,090	-
Depreciation and impairment		1,015	-	1,015	942
Other direct project costs		13,683	41,592	55,275	62,891
Total resources expended		<u>139,844</u>	<u>41,592</u>	<u>181,436</u>	<u>159,073</u>
Net incoming/(outgoing) resources for the year / Net income/(expense) for the year		(49,064)	54,049	4,985	(13,198)
Total funds brought forward		<u>196,911</u>	<u>58,902</u>	<u>255,813</u>	<u>269,011</u>
Total funds carried forward		<u>147,847</u>	<u>112,951</u>	<u>260,798</u>	<u>255,813</u>

The notes on pages 12 to 18 form an integral part of these financial statements.

County Durham Arts in Education Agency

Balance sheet as at 31 March 2016

	Notes	2016 £	2015 £
Fixed assets			
Tangible assets	9	3,709	3,876
Current assets			
Debtors	10	5,071	32,129
Cash at bank and in hand		286,201	268,354
		<u>291,272</u>	<u>300,483</u>
Creditors: amounts falling due within one year	11	(34,183)	(48,546)
Net current assets		<u>257,089</u>	<u>251,937</u>
Net assets		<u>260,798</u>	<u>255,813</u>
Funds	12		
Restricted income funds		112,951	58,902
Unrestricted income funds		147,847	196,911
Total funds		<u>260,798</u>	<u>255,813</u>

The Balance Sheet continues on the following page.

The notes on pages 12 to 18 form an integral part of these financial statements.

County Durham Arts in Education Agency

Balance sheet (continued)

**Trustees statements required by the Companies Act 2006
for the year ended 31 March 2016**

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2016.

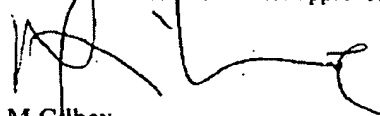
(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the board on and signed on its behalf by



M Gilbey
Chairman

The notes on pages 12 to 18 form an integral part of these financial statements.

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective 1 January 2015), the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14 and the Companies Act 2006.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

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

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

1.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 25% reducing balance

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

1.5. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

2. Voluntary income

	Unrestricted funds £	2016 Total £	2015 Total £
Arts Council England, North East	57,496	57,496	57,596
DCC Adult and Community Services	30,900	30,900	12,900
	<u>88,396</u>	<u>88,396</u>	<u>70,496</u>

3. Activities for generating funds

	Restricted funds £	2016 Total £	2015 Total £
Artsmark	-	-	5,790
Artsmark Pilot	12,523	12,523	-
Artsmark Strategy	22,113	22,113	-
Creative Case North Dialogue	-	-	300
Artsmark Development Days	17,758	17,758	-
Critical Friend	-	-	1,000
Artsmark Marketing	1,500	1,500	-
The Tin Ring/Suitcase of Survival	-	-	4,927
Connections	-	-	3,619
Arts Award	4,196	4,196	1,600
Bridge North East Artsmark/Arts Award	-	-	14,288
RISE	-	-	41,300
BFI Project	-	-	600
Education Programme	14,397	14,397	-
Festivals Programme	5,000	5,000	-
Training	475	475	-
Commissions	10,506	10,506	-
EQIPP	5,400	5,400	-
Defiant Voices	1,773	1,773	-
	<u>95,641</u>	<u>95,641</u>	<u>73,424</u>

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

4. Investment income

	Unrestricted funds £	2016 Total £	2015 Total £
Bank interest receivable	2,384	2,384	1,955
	<u>2,384</u>	<u>2,384</u>	<u>1,955</u>

5. Net incoming/(outgoing) resources for the year

	2016 £	2015 £
Net incoming/(outgoing) resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	1,015	942
Auditors' remuneration	<u>960</u>	<u>960</u>

6. Employees

Employment costs	2016 £	2015 £
Wages and salaries	95,819	72,416
Social security costs	8,842	5,165
Pension costs	6,202	4,802
	<u>110,863</u>	<u>82,383</u>

No employee received emoluments of more than £60,000 (2015 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2016 Number	2015 Number
Trustees	7	7
Fundraising	1	1
Charitable Activities	<u>2</u>	<u>2</u>
	<u>10</u>	<u>10</u>

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

7. Pension costs

The company operates a defined contribution pension scheme in respect of two staff members. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	2016	2015
	£	£
Pension charge	6,202	4,802

8. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

9. Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
Cost		
At 1 April 2015	18,640	18,640
Additions	849	849
At 31 March 2016	19,489	19,489
Depreciation		
At 1 April 2015	14,765	14,765
Charge for the year	1,015	1,015
At 31 March 2016	15,780	15,780
Net book values		
At 31 March 2016	3,709	3,709
At 31 March 2015	3,875	3,875

10. Debtors

	2016	2015
	£	£
Trade debtors	4,080	31,536
Other debtors	991	593
	5,071	32,129

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

11. Creditors: amounts falling due within one year

	2016 £	2015 £
Trade creditors	17,711	34,240
Accruals and deferred income	16,472	14,306
	<u>34,183</u>	<u>48,546</u>

12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2016 as represented by:			
Tangible fixed assets	3,709	-	3,709
Current assets	178,321	112,951	291,272
Current liabilities	(34,183)	-	(34,183)
	<u>147,847</u>	<u>112,951</u>	<u>260,798</u>

13. Unrestricted funds

	At 1st April 2015 £	Incoming resources £	Outgoing resources £	At 31st March 2016 £
General Fund	36,911	90,780	(139,844)	(12,153)
Designated Fund	160,000	-	-	160,000
	<u>196,911</u>	<u>90,780</u>	<u>(139,844)</u>	<u>147,847</u>

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

14. Restricted funds	At 1st April 2015 £	Incoming resources £	Outgoing resources £	At 31st March 2016 £
Connections	(153)	-	-	(153)
The Tin Ring/ Suitcase of Survival	10,704	-	-	10,704
My Village	(537)	-	-	(537)
Bridge North East Artsmark	15,974	-	-	15,974
Arts Award	971	4,196	(3,360)	1,807
Teaching Schools	535	-	-	535
RISE	24,469	-	8,792	15,677
Northumberland Artsmark and Dance	5,039	-	-	5,039
Creative Case North Dialogue	300	-	-	300
Critical Friend	1,000	-	-	1,000
BFI Project	600	-	-	600
Artsmark Pilot		12,523	(3,369)	9,154
Artsmark Strategy		22,113	3,049	19,064
Artsmark Development Days		17,758	4,495	13,263
Artsmark Marketing		1,500	1,035	465
Education Programme		14,397	11,993	2,404
Festivals Programme		5,000	1,249	3,751
Training		475	472	3
Commissions		10,506	3,778	6,728
EQIPP		5,400	-	5,400
Defiant Voices		1,773	-	1,773
	<u>58,902</u>	<u>95,641</u>	<u>(41,592)</u>	<u>112,951</u>

Purposes of restricted funds

Connections & Education Programme: Artist in residence programme for schools across the region.

The Tin Ring/ Suitcase of Survival: A creative and active learning programme that raises awareness of the Holocaust and promotes individual resilience.

My Village: Completed project

Bridge North East Artsmark: Strategic Delivery across the region on behalf of Bridge North East. Programme now complete

Arts Award: Delivery of Bronze/Silver advisor training in partnership with Trinity College.

RISE: A Bridge North East funded research project

Teaching Schools: A Bridge North East development project

Northumberland Artsmark and Dance: A Bridge North East funded project to encourage uptake of Artsmark within Northumberland

County Durham Arts in Education Agency

Notes to financial statements for the year ended 31 March 2016

Creative Case North Dialogue: funds to support dialogues and meetings with County Durham NPOs and MPMs about Arts Council England's Creative Case.

Critical Friend: Executive Director is a critical friend for East Durham Creates.

BFI Project: Bespoke schools project for the BFI. Project is now complete.

Artsmark Pilot: *Delivery of Artsmark Pilot Scheme on behalf of Culture Bridge North East*

Artsmark Strategy: Delivery of regional strategic delivery of the Artsmark scheme on behalf of Culture Bridge North East

Artsmark Marketing: Funding to promote Artsmark work at a regional and national level.

Festivals Programme: Delivery against Durham County Council festival programme outside of SLA.

Training: Design and Delivery of training programmes for Schools and the cultural sector

Commissions: Work designed and delivered outside of Schools Programme and other areas of work.

EQIPP: Action Research project with schools on behalf of Culture Bridge North East

Defiant Voices: A programme of work designed by The Forge supporting and raising awareness of tolerance and resilience.

County Durham Arts in Education Agency

The following pages do not form part of the statutory accounts.

County Durham Arts in Education Agency

Detailed statement of financial activities

For the year ended 31 March 2016

	2016	2015
	£	£
Incoming resources		
Incoming resources from generating funds:		
<i>Voluntary income</i>		
Arts Council England, North East	57,496	57,596
DCC Adult and Community Services	30,900	12,900
	<u>88,396</u>	<u>70,496</u>
<i>Activities for generating funds</i>		
Artsmark	-	5,790
Artsmark Pilot	12,523	-
Artsmark Strategy	22,113	-
Creative Case North Dialogue	-	300
Artsmark Development Days	17,758	-
Critical Friend	-	1,000
Artsmark Marketing	1,500	-
The Tin Ring/Suitcase of Survival	-	4,927
Connections	-	3,619
Arts Award	4,196	1,600
Bridge North East Artsmark/Arts Award	-	14,288
RISE	-	41,300
BFI Project	-	600
Education Programme	14,397	-
Festivals Programme	5,000	-
Training	475	-
Commissions	10,506	-
EQIPP	5,400	-
Defiant Voices	1,773	-
	<u>95,641</u>	<u>73,424</u>
<i>Investment income</i>		
Bank interest receivable	2,384	1,955
	<u>2,384</u>	<u>1,955</u>
Total incoming resources from generating funds	<u>186,421</u>	<u>145,875</u>
Total incoming resources	<u>186,421</u>	<u>145,875</u>
Resources expended		
Costs of generating funds:		

County Durham Arts in Education Agency

Detailed statement of financial activities

For the year ended 31 March 2016

<i>Costs of generating voluntary income</i>		
Salaries & wages	19,609	19,609
Social security	1,580	1,580
Pension costs	2,344	2,344
	<u>23,533</u>	<u>23,533</u>
Total cost of generating voluntary income	<u>23,533</u>	<u>23,533</u>
Fundraising trading:		
cost of goods sold and other costs		
Total costs of generating funds	<u>23,533</u>	<u>23,533</u>

County Durham Arts in Education Agency

Detailed statement of financial activities

For the year ended 31 March 2016

	2016 £	2015 £
Charitable activities		
Arts in Education Projects		
<i>Activities undertaken directly</i>		
Wages & Salaries	66,873	43,470
Social security	6,509	2,832
Pension costs	2,711	1,311
Other direct project costs	55,275	62,891
	<u>131,368</u>	<u>110,504</u>
Arts in Education Projects total expenditure	<u>131,368</u>	<u>110,504</u>
Total charitable activity expenditure	<u>131,368</u>	<u>110,504</u>
Governance costs		
<i>Activities undertaken directly</i>		
Wages & salaries	3,735	3,735
Social Security	301	301
Pension costs	477	477
Independent examination	960	960
Refreshments and board expenses	555	504
	<u>6,028</u>	<u>5,977</u>
<i>Support costs</i>		
Support - Wages & salaries	5,602	5,602
Support - Social Security	452	452
Support - Pension costs	670	670
Rent	4,862	4,985
Software & IT Support	131	903
Insurance	769	657
Finance Support	1,249	1,536
Telephone	1,088	1,102
Sundries	156	450
Postage and Stationery	602	306
Travelling	626	567
Training and Development	3,090	155
Marketing	195	731
Depreciation	1,015	942
	<u>20,507</u>	<u>19,058</u>
Total governance costs	<u>26,535</u>	<u>25,035</u>
Net incoming/(outgoing) resources for the year	<u>4,985</u>	<u>(13,197)</u>