

# SOUTH EAST DANCE LIMITED

England & Wales · Charity number 1064900

## Details

|                |                                                                         |
|----------------|-------------------------------------------------------------------------|
| Other names    | SOUTH EAST DANCE AGENCY LIMITED, SOUTH EAST DANCE, SOUTH EAST DANCE LTD |
| Status         | Registered                                                              |
| Legal form     | Charitable company                                                      |
| Company number | <a href="#">03434501</a>                                                |
| Registered     | 1997-10-16                                                              |
| Register       | <a href="#">View on the Charity Commission register</a>                 |

## Contact

|         |                                                                              |
|---------|------------------------------------------------------------------------------|
| Address | The Dance Space<br>2 Market Square<br>Circus Street<br>Brighton<br>BN2 9AS   |
| Phone   | 01273696844                                                                  |
| Email   | <a href="mailto:hello@southeastdance.org.uk">hello@southeastdance.org.uk</a> |
| Website | <a href="http://www.southeastdance.org.uk">www.southeastdance.org.uk</a>     |

## Activities

**Objects:** (A) TO PROMOTE, MAINTAIN, IMPROVE AND ADVANCE EDUCATION, PARTICULARLY THE PROMOTION OF EDUCATIONAL DANCE PROJECTS, THE PRODUCTION OF EDUCATIONAL DANCE AND THE GENERAL ENCOURAGEMENT OF THE ART OF DANCE; (B) TO PROMOTE AND DEVELOP FOR THE PUBLIC BENEFIT THE ART OF DANCE IN EAST SUSSEX, WEST SUSSEX, SURREY AND KENT.

**Activities:** From its base in Brighton works across the South East and beyond. Our vision is a world where every body can create, take part in and enjoy dance in all its forms. We support people to discover their relationship with dance, working with them to create the kind of activities they want. And we work with artists who take creative risks and challenge perceptions of what dance is and can be.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** EAST SUSSEX, WEST SUSSEX, SURREY AND KENT.
- Throughout England

## Finances

| Period end | Income     | Expenditure | Assets     | Employees |
|------------|------------|-------------|------------|-----------|
| 2025-03-31 | £902,403   | £944,400    | £1,623,499 | 18        |
| 2024-03-31 | £886,394   | £1,176,805  | £1,665,496 | 18        |
| 2023-03-31 | £1,247,412 | £1,259,192  | £1,955,907 | 21        |
| 2022-03-31 | £1,239,629 | £827,180    | £1,967,688 | 23        |
| 2021-03-31 | £1,149,774 | £736,730    | £1,555,239 | 21        |

## Trustees

| Name                             | Role  | Appointed  |
|----------------------------------|-------|------------|
| <b>Anna Christoforou</b>         | Chair | 2018-12-04 |
| Amanda Jane Sangster             |       | 2025-06-19 |
| Dr Victoria Louise Sword-Daniels |       | 2022-10-06 |
| Lily Jean Norton                 |       | 2022-10-06 |
| Louise Elizabeth Zandstra        |       | 2022-10-06 |
| SUBATHRA SUBRAMANIAM             |       | 2022-10-06 |
| Sally Patricia Domingo-Jones     |       | 2025-06-19 |
| Sian Thomas                      |       | 2015-01-22 |
| Vanessa Louise Lefrancois        |       | 2022-10-06 |

**SOUTH EAST DANCE LIMITED**

England & Wales - Charity number 1064900

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# Accounts

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## South East Dance

# Trustees' Report and Financial Statements

For the year ended 31<sup>st</sup> March 2025

**Our vision** is a world where everybody is inspired to enjoy, take part in and create bold, brave, pioneering dance.

**Our mission** is to transform lives through dance. Dance that brings people together, dance that helps us make sense of the world we live in, dance that makes a difference.

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office:** The Dance Space, 2 Market Square, Circus Street, Brighton BN2 9AS

Please contact [sedaccounts@southeastdance.org.uk](mailto:sedaccounts@southeastdance.org.uk)

to receive a copy of our annual report in large format

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## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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# 1 Reference and administrative information

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office and operational address:** The Dance Space, 2 Market Square, Circus Street, Brighton, BN2 9AS

**Trading Subsidiary Company Name:** South East Dance Trading Limited

**Registered Company no:** 11674921

On 13<sup>th</sup> November 2018, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited. The trading subsidiary was dormant for the period to 31<sup>st</sup> March 2025.

### Trustees:

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

| Name                   | Date Elected | Retirement Date<br>(if during 2024/25 and up to<br>the date of signing the<br>accounts in October 2025) |
|------------------------|--------------|---------------------------------------------------------------------------------------------------------|
| Amanda Sangster        | 19.06.25     |                                                                                                         |
| Anna Christoforou      | 04.12.18     |                                                                                                         |
| Isabel Mortimer        | 04.10.16     | 09.10.24                                                                                                |
| Lily Norton            | 06.10.22     |                                                                                                         |
| Louise Zandstra        | 06.10.22     |                                                                                                         |
| Maureen Salmon (Chair) | 06.10.22     |                                                                                                         |
| Sally Domingo-Jones    | 19.06.25     |                                                                                                         |
| Sian Thomas            | 22.01.15     |                                                                                                         |
| Subathra Subramaniam   | 06.10.22     |                                                                                                         |
| Vanessa Lefrancois     | 06.10.22     |                                                                                                         |
| Vicky Sword Daniels    | 06.10.22     |                                                                                                         |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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|                                 |                                                                                                                           |                    |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Key management personnel</b> | Cath James                                                                                                                | Artistic Director  |
|                                 | Rachel Gibson                                                                                                             | Executive Director |
| <b>Bankers</b>                  | Metro Bank, 82 North Street, Brighton BN1 1ZA                                                                             |                    |
|                                 | CAF Charity Deposit Platform, provided by Flagstone : 1st Floor, Clareville House, 26-27 Oxendon Street, London, SW1Y 4EL |                    |
| <b>Solicitors</b>               | Harbottle & Lewis, 7 Savoy Court, London, WC2R 0EX                                                                        |                    |
| <b>Independent Examiner</b>     | Sayer Vincent LLP, Chartered Accountants and Statutory Auditors, 110 Golden Lane, London EC1Y 0TG                         |                    |

## 2 Our programme 2024-25

In line with the current operational plan, in 2024-25 our artistic activities were clustered within four programme areas, which seek to effectively communicate our offer and how our constituents might engage with South East Dance: Supporting Artists, Community and Participation, Presenting bold new work, and Advocacy and Leadership.

During 2024-25 we provided free and discounted studio space worth £37,700 to artists and partner organisations. We also supported 259 artists with advice or residencies. We commissioned ten artists to make new work. We paid freelance artists a total of £67,000 to deliver a wide range of performances and classes and paid commissions. We held regular post-class informal coffee chats, as part of our artist support programming, networking opportunities that also allow us to gently consult with artists. We continue to work with our Community Steering group to help inform our community programme and to ensure that the work we do continues to be relevant. Through these, and via our regular Artist Support sessions, we continue to acknowledge a need for more residency space, more financial support via commissioning and seed funding for artists, as well as continuing professional development for artists in order to support them to develop their practice.

### CASE STUDIES

#### Case Study 1: HATCH



We presented our first HATCH Scratch night at The Dance Space in July 2024. We did a call out to south east based dance artists, at any stage of their career, to test early ideas for performance work with a live audience; and to engage in facilitated feedback with audiences.

We presented work by four local makers, at various stages of creation, including:

**Camille Cooper** (early career artist) presented a version of her work *Portraits of Perversity* with six ex-mapdance (University of Chichester MA performance company) performers

**Jennifer Irons** (mid-career artist) presented scratch sections of her new work *Bad Immigrant*, which was to be premiered later in the year at Worthing Theatres (also supported by South East Dance)

**Will Timpson** (early career artist) presented early sections of a new (unnamed) work about his early life growing up, which had strong commercial/hip hop influence

**Anna Des Clayes** (early-mid career artist) presented an outdoor, community performed, improvised and interactive performance that explored how the area around The Dance Space can be re-purposed, re-imaged and transformed through playful exploration.

The event was well attended, attracted curious and engaged audiences from a real cross section of the community (including the dance sector as well as family and friends).

The feedback was vital for artists and continued informally as artists and audiences met in a local venue after the event.

### Case Study 2: Residencies and Production Weeks



The Dance Space was busy throughout the year, with residencies for works at various stages of their creation, as well as production weeks. Residencies included regional, national and international artists such as Jean Abreu (UK), Naishi Wang (Canada), Joao Paulo Lima (Brazil), Liam Francis (UK), Annie Edwards (UK), Iole La Sala (UK/Italy), Dance Makers Collective (AUS), Lucy Clark (UK), Sahar Damoni (Palestine), Elisa Sbaragli (Italy) and Zoe Demoustier (Belgium).

We are an ideal space for companies to test their production elements, including lights, sound and projections and artists are well supported from both a production and producing aspect. Companies test and share their work with us and then go on to premiere at larger theatre spaces. We hosted a broad range of companies and artists across the year, who have brought their works to life in the Jamie Watton Creation Space, supported by our team in the building, including: Jennifer Irons, Georgia Tegou, Akshay Sharma, Eva Recacha, Ceyda Tanc, Secondhand Dance, Becky Namguads, Chess Dillion-Reams, Neve Harrington and Ebony Rose Dark. As an accessible venue, we were able to work closely with and host residencies and production time by companies such as Stopgap, Gravity & Levity and National Youth Ballet.

### Case Study 3: Big Give, Dance for Vulnerable Women



With support from Big Give Arts for Impact, we began offering regular fortnightly and monthly movement sessions to vulnerable women who access the services of JustLife and RISE in October 2024. Since then we have regularly welcomed up to 10 women each month to The Dance Space for a diverse range of creative movement sessions from Charleston to yoga dance. Following each session we provide refreshments and a space for the group to come together to socialise, reflect and share.

The feedback from the participants is that the women have loved trying something new each time. Providing a safe trauma-informed space for women to enjoy an activity offers an opportunity to connect with others and reconnect with themselves. It has taken them out of their comfort zones and into feelings of satisfaction and achievement which has helped with confidence building. It has got them out of their homes and into safe social situations which has helped with overcoming feelings of isolation.

*"These sessions have helped me to learn a new skill and feel connected to others. Thank you for these classes"*  
JustLife participant

*"I have really enjoyed and found them beneficial as a way to move emotions through my body – It's like a reclamation of my body- I feel a sense of freedom afterwards."* RISE participant



### Case Study 4: Evolve Dance Collective

Launched in 2023, in partnership with Project Female, Evolve Dance Collective provides an alternative pathway dance programme, suitable for anyone aged 15-20yrs. The programme is for those who are interested in exploring their full potential in dance, prior to going on to full time dance training. The series of workshops provide:

- advanced dance training in a variety of styles
- help for young dancers to find their individual dance identity
- access to professional performance opportunities
- opportunities to work with like-minded creatives and build a network of peers.

Evolve Dance Collective is interested in supporting a more diverse cultural sector by championing non-traditional routes into dance. Some of the guest teachers include internationally renowned Kloe Dean and local Brighton based Gabby Sanders, alumni of London Contemporary Dance School. The first cohort consisted of 12 young dancers, who all identified as female, and the second cohort consisted of nine dancers, again, all of whom identified as female.

#### Evaluation

80% of participants said that they gained a better understanding of the creative approach of different dance artists

57% built their knowledge of what goes into a 'Creative Toolkit'

100% agreed that they now know how to select the best ideas to develop their dance practice

83% had developed their own individual artistry and unique movement style

78% felt more confident to take risks within the studio

63% said that they had improved their confidence to identify an authentic movement style

54% now understood how to identify the feeling that they want to give to their audience.

*"It was amazing having so much creative freedom and chances to share our ideas"* Participant Evolve Dance Collective 2024.

*"Evolve is a really special opportunity that no other dance groups in Brighton provide"* Participant Evolve Dance Collective 2024.

*Evolve Dance Collective allowed me to present myself exactly as I am. I felt treated with respect and that my ideas were taken seriously. It was so good to work with Far From The Norm and feel as though Vicky was genuinely invested in our progress as dance artists. The experience has definitely inspired me to explore routes into dance in the future"*

Participant Evolve Dance Collective 2024.

### Digital Strategy

We continue to produce content for use on our digital platforms to position our brand, promote opportunities for people to take part in dance and act as an information source for artists seeking development opportunities. We are also proud to continue to build our support for artists who use digital technologies in their work. In 2024-25 we:

- Presented *Beyond the Darkness* for Dreamy Place festival, an interactive digital dance installation by CoDa Dance Company, inviting audiences to experience some of the symptoms associated with neurological disabilities
- Presented Flexer & Sandiland's immersive digital dance work *Imagining Otherwise* as part of Dreamy Place festival

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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- Presented *Playscape* performances and workshops by Katie Dale Everett Dance as part of Dreamy Place festival, featuring motion capture technology.

Our Digital Strategy for 2024/25 focused on growing audiences, building our brand voice, raising awareness of our charitable status and reflecting the friendly, welcoming and inclusive atmosphere visitors can expect from The Dance Space through fun, informative and engaging content.

In terms of social media, we set ourselves a target of a 25% increase in Instagram engagement and have achieved 25% growth from 5746 to 7050 followers in 2024/25. Our Facebook following has remained steady increasing from 5300 to 5400 followers in 2024/25. Linked In has been an important platform in term of our digital strategy this year. We've been using it to raise awareness of our hires offer, supporting the Studios & Events Manager to create engaging content that will appeal to industry and commercial hires targets. We have seen our Linked In following increase to 561 followers.

Accessibility and inclusion continue to be at the forefront of all our digital communications. Alt Text and image descriptions remain a feature of our content, as does a commitment to demonstrating diversity. We continue to produce an audio version of all of recruitment packs.

With income generation being an organisational priority, promoting commercial hires is at the forefront of our digital strategy. Using tools such as organic SEO, paid search and targeted advertising, we have nearly doubled traffic to the Hire Our Space section of our website.

## 3 Principal risks and uncertainties in relation to future plans

### Financial sustainability

Our biggest risk going forward is creating a sustainable financial model as we continue to establish ourselves in The Dance Space. Concerted work to increase income and reduce costs during 2024-25 improved our year-end position, resulting in a surplus movement of unrestricted funds. Figures that contributed to this outcome included a 25% increase in hires income compared with 2023-24, a 53% reduction in electricity costs saving £31k compared with 2023-24 and income from bank interest of £14k compared to £5k in 2023-24. However, this risk persists in the current economic climate, which remains challenging, with factors including the rises in Employers' National Insurance Contributions and the Brighton Living Wage impacting from April 2025.

### Reputational damage

In the current climate, where there is tense public discourse around issues of freedom of expression, safe and inclusive spaces and personal identity, we remain mindful of the risk of our programming or the way in which we work leading to situations that put us at risk of reputational damage and ensure that we have strategies and procedures in place for dealing with any incidents that arise.

## 4 Organisational and operational outcomes

### Environmental Responsibility

Through 2024-25 we continued our work to capitalise on The Dance Space's green credentials by further improving our environmental sustainability across all aspects of our operations and activity. During the year we retitled our Building Manager's role to Building & Sustainability Manager and they became our environmental sustainability lead. The work they carried out over the course of the year significantly accelerated our progress. It included:

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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- Adjusting the building's systems, in particular heating and cooling, which achieved a 53% reduction in energy usage compared with 2023-24.
- Improving our waste recycling to include a wider range of items. We are now recycling cartons and composting food waste in addition to our paper, card, plastic and glass recycling
- Having our recycling waste collected by electric Z bike
- Achieving Theatre Green Book Preliminary and Intermediate certification
- 10 members of our Team completing Carbon Literacy Training
- Receiving a grant of £5,000 from the Backstage Trust to enable us to change some lighting in the Jamie Watton Creation Space from tungsten to LED
- Gaining assurance on the environmental responsibility of our insurance provider
- Beginning to check the credential of banks on our Flagstone investment platform with bank.green before investing or reinvesting cash reserves
- Presenting four environmentally themed performances/events over the course of the year: Some Times by Neve Harrington, Fault Lines by Lila Dance, Imagining Otherwise by Flexer & Sandiland and Our City Dances festival 2024 was sustainability themed and 100% curated by our Community Steering Group.

### Fundraising

- Successful applications to Abderrahim Crickmay Foundation for our Wayfinding emerging artist support programme, Swiss Cultural Fund for our presentation of Swiss company Collectif Ouinch as part of Brighton Festival, Backstage Trust, to support the transition from high energy use Tungsten Lights to low energy use LEDs
- A corporate donation from Electric Square
- Our Big Give Arts for Impact campaign raised £4000, fully meeting our target; matched by Big Give, resulting in £4287 raised including Gift Aid.
- The fundraising landscape remains extremely challenging.

### Data Collection, Evaluation and Monitoring

#### Digital:

Our Communications Team takes the lead in gathering analytics around our digital audiences. We use Google Analytics to gather stats on our website visitors and access data from Instagram, Facebook & Linked In to gain a combined picture of the efficacy of our digital activity. We also utilise survey data produced by Illuminate to help build a picture of our audience demographic and behaviours.

We currently report on the following statistics:

- Hits and unique visitors to our website plus more detailed analysis including page drop off, time spent on site and engagement with content
- Website referrals from other sites and media
- The reach (both paid and organic) and engagement in our social media channels and specific posts – Facebook, Linked In and Instagram
- Our monthly average enews opens and click throughs on content

Evaluation of our work is hugely important to us as a learning organisation. To ensure that our programmes are relevant, high quality and diverse, we use a range of tools most appropriate to each individual programme. Each activity within the SED programme has its project leader who is responsible for data capture and evaluation.

Our data allows us to track our commitment to diversity, to rethink our approach, diversify our networks and ensure equity is at the heart of what we do. Below are some of the statistics from our Artistic Programme that underpin our commitment to equality and diversity.

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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Across our whole artistic programme for 2024-25, we can demonstrate our percentage engagement with artists and participants from protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) or from low socio-economic or under-represented backgrounds:

- 100% for Undisciplined festival March 2025 Artists (disability, pregnancy and maternity, race, sex and sexual orientation)
- 56% of our Creative Play (EY attendees) have English as an additional language, 81% live in areas of high deprivation (top 10% most deprived area in the city) and/or receive EYPP (early years pupil premium,) which is paid to children that come from families on low income and 6% of children have refugee status.
- 100% for Commissioned Artists (disability, race, sex and sexual orientation, neurodiversity)
- 100% of the attendees of our Vulnerable Women's programme are from low socio-economic or marginalised backgrounds, and age and disability characteristics
- 100% for Little Big Dance Legacy commissioned artists from the global majority
- 100% participants supported via Radical Rhizomes free space support (QTIBPoC community)
- 100% of Our City Dances programme targeted to participants from low socio-economic or marginalised backgrounds
- 90% of artists supported via our residency programmes, and in the final stages of creation, were female identifying or non-binary
- 55% of artists supported within our residency programme identify as D/deaf, disabled or neurodiverse

#### **Our Anti-Racism Commitment**

As a leader in dance development, we are dedicated to challenging perceptions of what dance is, who it is for and what it can achieve. Inclusivity is one of our core values and we believe that diversity in all its forms is the driving engine for creativity. We wrote our anti-racist statement in August 2020 and regularly renew our stated commitment to monitoring our progress and being held accountable.

In line with our Anti-Racism plan, that we review each year:

- We will continue our commitment to supporting ethnically diverse artists and commit to offering a minimum of 30% of all artist opportunities to ethnically diverse artists. REPORT ON PROGRESS: Data from our programmes in 2024-25 shows 33% of all artists who took part in our residency programme were from the global majority.
- We will continue to review our recruitment processes to ensure our job advertising reaches and actively encourages a diverse range of candidates and our selection process enables all candidates to present themselves to their best advantage. REPORT ON PROGRESS: Our staff recruitment monitoring data for 2024-25 showed applications from ethnically diverse candidates at 27%. This is an improvement on 25% in the previous year.

We continue our commitment to holding ourselves accountable by publishing our outcomes, learnings and progress every year in our Annual Report.

#### **Human resources**

Our activity programme and operations are delivered by our staff team and a variety of freelance contractors. On 31 March 2025 our staff team comprised 16 members. Of these 11 identified as female, four as male and one preferred not to say. Their gender identity was 11 as a woman, four as a man and one as non-binary. One was Black Caribbean, one was White & Black African, one was Gypsy, Roma or Irish Traveller, one was White Irish, one was from any other White background and 11 were White British. Three identified as D/deaf, disabled or having a long-term health condition, 12 considered themselves not to be disabled and one

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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preferred not to say. Two members of staff identified as neurodivergent. Eleven members of staff identified as heterosexual/straight, one as bisexual, two as gay men, one as queer and one preferred not to say.

Of our eight Trustees at 31 March 2025 seven identified as female and one as non-binary. One was Indian, one was from any other white background, five were White British and one preferred not to say. Of these Trustees, one identified as D/deaf or disabled or had a long-term health condition, six considered themselves not to be disabled and one preferred not to say. One Trustee identified as neurodivergent. Six Trustees identified as heterosexual/straight, one as queer and one preferred not to say.

### Volunteers

Our volunteering programmes are twofold – the first through our Steering Group who meet monthly and have developed their curating skills to the point where they are now confidently curating Our City Dances and other elements of our programme with us. This group ranges in age from 20-75. Many of them also identify as having protected characteristics. There were eight members of the Steering Group at 31 March 2025.

Alongside this programme we also offer opportunities for local people to support our work during our festivals and programme activity, which can include supporting our artists, gathering evaluations from participants and audiences, and general onsite support. 18 people voluntarily supported our programmed activity over the course of the year. We continue to extend volunteering opportunities with stewarding for performances, which has worked very well across our performance programme.

## 5 Structure, governance and management

### Charitable status

South East Dance is a charity registered with the Charity Commission. South East Dance exists to develop dance and support dance artists and practitioners in the South East region. The charitable objectives of South East Dance are:

- (a) to promote, maintain, improve and advance education, particularly the promotion of educational dance projects and the production of educational dance and the general encouragement of the art of dance
- (b) to promote and develop for the benefit of the public the art of dance in the South East Region of the United Kingdom, as defined from time to time, nationally and internationally.

We confirm that, under the terms section 17 (5) of The Charities Act 2011, we have complied with our duty to have due regard to the public benefit guidance as published by The Charity Commission. All our charitable activities, highlighted in this report, are undertaken in furtherance of our charitable objects and for the public benefit.

The Board of South East Dance assesses its governance against the Charity Governance Code. How South East Dance worked in 2024-25 to achieve its charitable objectives and the public benefit thereof is outlined in sections 2-4 of this report.

### Governing documents

South East Dance is a company limited by guarantee governed by its Memorandum and Articles of Association. The company was incorporated on 16<sup>th</sup> September 1997. In March 2016, in consultation with and approval from the Charities Commission, the Trustees formally adopted an updated Memorandum and Articles of association for the company.

### Appointment of Trustees

As set out in the Articles of Association the Trustees nominate the Chair of the Trustees. Existing Trustees also nominate all potential Trustees. Nominees appointed by Trustees are subject to the appointment processes

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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outlined in the Memorandum and Articles of Association.

### Trustee induction and training

Trustees receive an induction pack and have an orientation meeting with the Executive and Artistic Directors to brief them South East Dance's activities and plans, their legal obligations, understanding of charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. Part of the Trustee induction procedure is to ensure that Trustees understand the declaration of interests process. All Trustees are required to complete a declaration of interest form annually and declaration of conflicts of interest is a standing item on all Board and sub-committee agendas.

### Trustees' responsibilities in relation to financial statements

The Trustees (who are also directors of South East Dance for the purposes of company law) are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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, 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 Statements of Recommended Practice (SORP)
- Make judgments and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and SORP have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant information of which the charitable company's Independent Examiner is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The liability of the members is limited to a sum not exceeding £10, being the amount that each member undertakes to contribute to the assets of the charity in the event of its being wound up while they are a member or within one year after they cease to be a member. The total number of such guarantees on 31<sup>st</sup> March 2025 was eight. The Trustees are members of the charitable company, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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### Independent Examiner

The Trustees review the re-appointment of the Independent Examiner annually. The Trustees agreed at their 12 December 2024 Board meeting that Sayer Vincent LLP be re-appointed as Independent Examiner for the charity for the ensuing year.

### Management

Cath James as Artistic Director and Rachel Gibson as Executive Director are appointed by the Trustees to be jointly responsible for the management of the day-to-day operations of the company. To facilitate effective operations, the Artistic and Executive Directors have delegated authority, within terms approved by the Trustees, for delivering the agreed programme as defined within the current operational plan. This includes day-to-day responsibility for operational matters including finance, personnel and artistic activity. Within the terms of South East Dance's Scheme of Delegation, the Artistic and Executive Directors work with the Senior Management Team to deliver the charity's activities. Any activity outside the remit of the approved operational plan, or course of action outside the remit of the Scheme of Delegation or approved policies and procedures, is referred to Trustees for discussion and approval, usually through the regular Trustee meetings.

The Board of Trustees administers the charity. The Trustees meet at least four times a year, with additional extraordinary meetings scheduled if required to deal with any additional decision-making.

In addition to the full Board the charitable company currently has two sub-committees. The Finance & Audit sub-committee reviews finance and risk management. The sub-committee meets four times a year and reports directly to the Board. The committee consists of five Trustees and is attended by three members of staff.

The Remuneration sub-committee has a rolling membership of at least three Trustees and meets once a year to review and approve staff remuneration levels for the coming year.

### Remuneration policy for key management personnel

The Remuneration sub-committee is a sub-committee of Trustees, which meets annually to review the remuneration policy, and discuss and approve the salaries budget for the forthcoming year. No employee at South East Dance receives a salary above £60,000 p.a. We do not employ interns without pay and we pay the Brighton Living Wage as a minimum.

### Risk management

The Trustees have a risk management strategy that comprises:

- A review of the Risk Register at every meeting of the Finance & Audit sub-committee and the Board. The Risk Register is reviewed and updated by the Executive Director at least quarterly ahead of each F&A and Board meeting
- The establishment of systems and procedures to mitigate those risks identified in the register
- The implementation of procedures designed to minimise any potential impact to the charitable company should those risks materialise

### Fundraising practices review

All fundraising practices are framed within the values and principles of the organisation. We registered with the Fundraising Regulator in July 2019.

The fundraising is carried out by our internal team and South East Dance does not currently use external professional fundraisers. We do not employ the services of any fundraising agencies or third parties, nor have we run telephone or door-to-door fundraising campaigns. Our relationship with our supporters is very important to us and we do not wish our supporters to feel under any undue pressure to donate to us. We do not make direct contact with the general public in any of our fundraising campaigns. Staff involved in fundraising are conversant with the Code of Fundraising Practice.

We have a Gift Acceptance policy which includes processes for due diligence on all donations and grants received. This policy is supported by a Gift Acceptance template, which ensures that clear parameters and responsibilities are formally agreed between partners. We have ensured we are in line with the GDPR data protection regulations and all other relevant codes of conduct. We received no complaints about our fundraising practices during the year.

## 6 Financial review

### Result for the year

Financially, South East Dance exceeded its financial projections. Operationally, the organisation incurred a surplus on unrestricted funds of £ 47,552 compared with a budgeted deficit of £ (27,434). General funds outturn was better than budgeted due to savings in electricity costs, increased hires income, an increase in bank interest received and The Dance Space Post Opening Fund £19,309 was transferred into unrestricted funds.

Total income for the year amounted to £902,403 (2023/24 £886,394) and resources expended amounted to £944,400 (2023/24 £1,176,805), including those relating to The Dance Space.

Restricted depreciation incurred on The Dance Space totalled £92,506 (2023/24 £105,363 depreciation).

Full details of the work supported by this expenditure are contained in the foregoing sections of this report. The organisation's principal funders are shown in note 3 to the accounts.

At 31st March 2024 general fund reserves amounted to £288,575 (2024/25 £241,023), including free reserves of £264,166 (2023/24 £231,863).

At 31st March 2025 restricted funds of £53,127 were held to fund specific projects and activities as agreed with the relevant funders (2023/24 £80,632), and a designated fund of £30,460 was established to ensure South East Dance has sufficient funds to maintain The Dance Space in good repair and condition.

In addition, restricted funds totalling £1,251,335 were held at 31st March 2025 in respect of The Dance Space capitalised assets (2023/24 £1,343,841).

### Reserves policy

The Trustees of South East Dance have a policy of holding reserves to provide resilience, to enable the charity to respond to opportunities and protect it against situations in which it might be financially vulnerable such as the current economic climate or changes in funding. The level of reserves is calculated on a range of three to six month's operating expenditure.

Based on the budgeted expenditure for 2025-26 the range is between £217,226 and £434,452 with the actual current level of unrestricted reserves of £288,575.

The Trustees are conscious of the potential impact of the operational cost of running The Dance Space on the charitable company and have, through long-term financial planning, sought to mitigate potential risks.

### Going concern

Having made due enquiries and having paid particular regard to the matters outlined in Section 3 of this report the Trustees consider that there are no material uncertainties as to the charitable company's ability to continue as a going concern.

# 7 Thanks

We would like to acknowledge the long-term commitment of our key funders, as well as everyone that has supported or worked with us over the past year. Thanks to your belief in our vision, we can continue to share our passion for dance with the communities, artists and the wide range of audiences we work with. Simply put: nothing we do would be possible without you. Thank you.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Funders, Donors &amp; Supporters</b><br><br><b>Public Funders</b><br>Arts Council England<br>Brighton & Hove City Council<br><br><b>Trusts &amp; Foundations</b><br>The Arts Society<br>Backstage Trust<br>Big Give Arts for Impact Fund<br>Abderrahim Crickmay Charitable Settlement<br>Chapman Charitable Trust<br>Ernest Kleinwort Charitable Trust<br>Fenton Arts Trust<br>The Pebble Trust<br>The 29 May 1961 Charitable Trust<br><br><b>Corporate Supporters</b><br>Electric Square<br>Legal & General plc                                                                                                                                                                                                                                                                                                                    | <b>The Dance Space Funders &amp; Donors</b><br>Arts Council England<br>Brighton & Hove City Council<br>Chalk Cliff Trust<br>Esmée Fairbairn Foundation<br>Garfield Weston Foundation<br>NESTA (Arts for Impact)<br>Paul Hamlyn Foundation<br>The Pebble Trust<br>Rampion Community Benefit Fund<br>Wolfson Foundation<br>The 29 May 1961 Charitable Trust<br><br>Sir Rod & Lady Carol Aldridge<br>The late Bob Lockyer OBE<br>Lindsay & Sarah Tomlinson<br><br>and all those who wish to remain anonymous                                                                                                                                                                                                                           |
| <b>Project Partners</b><br><br>Artisti.Associati: Gorizia IT<br>Arts Award<br>Artsmark<br>Attenborough Centre for the Creative Arts<br>Brighton Fringe<br>Brighton & Hove City Council - Seniors Housing & Active for Life<br>Brighton Dome & Brighton Festival<br>Brighton MET College<br>Brighton Unemployment Centre's Families Project<br>Brighton Youth Centre<br>Cinecity Brighton Independent Film Festival<br>DanceEast<br>Dance City<br>Dance Makers Collective, Sydney<br>Dance Reading<br>Dance Woking<br>Dance Umbrella<br>FABRIC<br>Festival Quartiers Danses, Montreal<br>FilmHub SouthEast<br>Flexer & Sandiland<br>London International Screendance Festival<br>Marlborough Productions<br>Motus, MK<br>Move South East<br>National Youth Dance Company<br>New Italian Dance Platform<br>National Youth Ballet Company | One Dance UK<br>Oxford City Council<br>Parable Dance<br>Pavilion Dance South West<br>People Dancing<br>Project Female<br>Puffin Community Nursery<br>Québec Government Office<br>Second Hand Dance<br>Screen archive south east<br>Stuart Waters<br>Sydney Dance Company<br>Sydney De Haan Research Centre<br>Take Art<br>Tandemworks<br>Tarnier Children's Centre<br>Tarnier Community Project<br>The Lowry, Salford<br>The Old Market<br>The Place<br>Three Score Dance Company<br>Trust For Developing Communities<br>UK Dance Network<br>University of Bath Spa<br>University of Brighton<br>University of Chichester<br>University of Canterbury, Christchurch<br>University of Sussex<br>Worthing Theatres<br>Yorkshire Dance |

## 8 Financial statements and reports

The financial report and accounts follow, including:

- Independent examiner's report
- Financial statements for the year

This report and accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006) respectively. Approved by the Board, on the recommendation of Finance and Audit Sub-Committee, on 9 October 2024 and signed on behalf of the charitable company by:

**Name: Maureen Salmon**

**Title: Chair of the Board of Trustees**

Signed by order of the charity Trustees  
South East Dance

9 October 2025

## 9 Independent examiner's report to the trustees of South East Dance Limited

I report to the trustees on my examination of the accounts of South East Dance Limited for the year ended 31 March 2025.

This report is made solely to the trustees as a body, in accordance with the Charities Act 2011. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for my examination, for this report, or for the opinions I have formed.

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

As the charity trustees of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

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

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

- 1 Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2 The accounts do not accord with those records; or
- 3 The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

## **South East Dance Limited**

Report of the Trustees for the year ended 31<sup>st</sup> March 2025

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

Signed:

Name: Judith Miller, FCA

Address: Sayer Vincent LLP, 110 Golden Lane, London, EC1Y 0TG

Date: 15 October 2025

# South East Dance Limited

## Statement of financial activities (incorporating an income and expenditure account) For the year ended 31 March 2025

|                                                                           | Note | Unrestricted<br>£ | Designated<br>£ | Restricted<br>£  | 2025<br>Total<br>£ | Unrestricted<br>£ | Designated<br>£ | Restricted<br>£  | 2024<br>Total<br>£ |
|---------------------------------------------------------------------------|------|-------------------|-----------------|------------------|--------------------|-------------------|-----------------|------------------|--------------------|
| <b>Income from:</b>                                                       |      |                   |                 |                  |                    |                   |                 |                  |                    |
| Donations and legacies                                                    | 2    | 587,474           | -               | -                | <b>587,474</b>     | 581,951           | -               | -                | 581,951            |
| Charitable activities                                                     |      |                   |                 |                  |                    |                   |                 |                  |                    |
| Artists development programme                                             | 3    | 3,105             | -               | 2,746            | <b>5,851</b>       | 2,313             | -               | 24,062           | 26,375             |
| Community and participation programme                                     | 3    | 130,029           | -               | 51,612           | <b>181,641</b>     | 105,799           | -               | 71,179           | 176,978            |
| Performances and events                                                   | 3    | 19,738            | -               | 12,552           | <b>32,290</b>      | 10,049            | -               | 11,690           | 21,739             |
| The Dance Space Capital Project                                           | 3    | -                 | -               | -                | -                  | -                 | -               | 9,732            | 9,732              |
| Investments                                                               | 4    | 95,147            | -               | -                | <b>95,147</b>      | 69,619            | -               | -                | 69,619             |
| <b>Total income</b>                                                       |      | <b>835,493</b>    | <b>-</b>        | <b>66,910</b>    | <b>902,403</b>     | <b>769,731</b>    | <b>-</b>        | <b>116,663</b>   | <b>886,394</b>     |
| <b>Expenditure on:</b>                                                    |      |                   |                 |                  |                    |                   |                 |                  |                    |
| Raising funds                                                             | 5a   | 37,443            | -               | -                | <b>37,443</b>      | 49,574            | -               | -                | 49,574             |
| Charitable activities                                                     |      |                   |                 |                  |                    |                   |                 |                  |                    |
| Artists development programme                                             | 5a   | 9,096             | -               | 1,873            | <b>10,969</b>      | 173,581           | -               | 136,718          | 310,299            |
| Community and participation programme                                     | 5a   | 598,569           | -               | 54,910           | <b>653,479</b>     | 519,092           | -               | 74,256           | 593,348            |
| Performances and events                                                   | 5a   | 130,921           | -               | 3,091            | <b>134,012</b>     | 105,171           | -               | 13,049           | 118,220            |
| The Dance Space Capital Project                                           | 5a   | -                 | -               | 92,506           | <b>92,506</b>      | -                 | -               | 105,363          | 105,363            |
| Investments - Rental Costs                                                | 5a   | 15,991            | -               | -                | <b>15,991</b>      | -                 | -               | -                | -                  |
| <b>Total expenditure</b>                                                  |      | <b>792,020</b>    | <b>-</b>        | <b>152,380</b>   | <b>944,400</b>     | <b>847,419</b>    | <b>-</b>        | <b>329,386</b>   | <b>1,176,805</b>   |
| <b>Net income for the year and net movement on funds before transfers</b> |      | <b>43,473</b>     | <b>-</b>        | <b>(85,470)</b>  | <b>(41,997)</b>    | <b>(77,688)</b>   | <b>-</b>        | <b>(212,723)</b> | <b>(290,411)</b>   |
| Transfers                                                                 |      | 4,079             | 30,460          | (34,539)         | -                  | 77,688            | -               | (77,688)         | -                  |
| <b>Net movement on funds</b>                                              | 6    | <b>47,552</b>     | <b>30,460</b>   | <b>(120,009)</b> | <b>(41,997)</b>    | <b>-</b>          | <b>-</b>        | <b>(290,411)</b> | <b>(290,411)</b>   |
| <b>Reconciliation of funds:</b>                                           |      |                   |                 |                  |                    |                   |                 |                  |                    |
| Total funds brought forward                                               |      | 241,023           | -               | 1,424,473        | <b>1,665,496</b>   | 241,023           | -               | 1,714,884        | 1,955,907          |
| <b>Total funds carried forward</b>                                        |      | <b>288,575</b>    | <b>30,460</b>   | <b>1,304,464</b> | <b>1,623,499</b>   | <b>241,023</b>    | <b>-</b>        | <b>1,424,473</b> | <b>1,665,496</b>   |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 15 (a) to the financial statements.

# South East Dance Limited

Company no. 03434501

## Balance sheet

As at 31 March 2025

|                                                | Note   | £              | 2025<br>£        | £       | 2024<br>£   |
|------------------------------------------------|--------|----------------|------------------|---------|-------------|
| <b>Fixed assets:</b>                           |        |                |                  |         |             |
| Tangible assets                                | 11     |                | <b>1,275,744</b> |         | 1,353,001   |
|                                                |        |                | <hr/>            |         | <hr/>       |
|                                                |        |                | <b>1,275,744</b> |         | 1,353,001   |
| <b>Current assets:</b>                         |        |                |                  |         |             |
| Debtors                                        | 12     | <b>23,694</b>  |                  | 36,537  |             |
| Short term deposits                            |        | <b>83,000</b>  |                  | -       |             |
| Cash at bank and in hand                       |        | <b>336,201</b> |                  | 347,842 |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
|                                                |        |                | <b>442,895</b>   | 384,379 |             |
| <b>Liabilities:</b>                            |        |                |                  |         |             |
| Creditors: amounts falling due within one year | 13     | <b>95,140</b>  |                  | 71,884  |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
| <b>Net current assets</b>                      |        |                | <b>347,755</b>   |         | 312,495     |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total assets less current liabilities</b>   |        |                | <b>1,623,499</b> |         | 1,665,496   |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total net assets</b>                        | 14     |                | <b>1,623,499</b> |         | 1,665,496   |
|                                                |        |                | <hr/> <hr/>      |         | <hr/> <hr/> |
| <b>The funds of the charity:</b>               | 15 (a) |                |                  |         |             |
| Restricted funds                               |        |                | <b>1,304,464</b> |         | 1,424,473   |
| Unrestricted income funds:                     |        |                |                  |         |             |
| Designated funds                               |        | <b>30,460</b>  |                  | -       |             |
| General funds                                  |        | <b>288,575</b> |                  | 241,023 |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
| Total unrestricted funds                       |        |                | <b>319,035</b>   |         | 241,023     |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total charity funds</b>                     |        |                | <b>1,623,499</b> |         | 1,665,496   |
|                                                |        |                | <hr/> <hr/>      |         | <hr/> <hr/> |

For the year ending 31st March 2025, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the trustees on 9th October 2025 and signed on their behalf by

Maureen Salmon  
Chair Trustee

# South East Dance Limited

## Statement of cash flows

For the year ended 31 March 2025

|                                                        | Note | 2025<br>£ | £        | 2024<br>£ | £         |
|--------------------------------------------------------|------|-----------|----------|-----------|-----------|
| Cash flows from operating activities                   | 16   |           |          |           |           |
| Net cash provided by / (used in) operating activities  |      |           | 91,190   |           | (193,288) |
| Cash flows from investing activities:                  |      |           |          |           |           |
| Purchase of fixed assets                               |      | (19,831)  |          | (6,470)   |           |
| Net cash (used in) investing activities                |      |           | (19,831) |           | (6,470)   |
| Change in cash and cash equivalents in the year        |      |           | 71,359   |           | (199,758) |
| Cash and cash equivalents at the beginning of the year |      |           | 347,842  |           | 547,600   |
| Cash and cash equivalents at the end of the year       | 17   |           | 419,201  |           | 347,842   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

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### 1 Accounting policies

#### a) Statutory information

South East Dance Limited is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address is The Dance Space; 2 Market Square; Circus Street; Brighton; BN2 9AS.

#### b) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### c) Charitable status

The charitable company meets the definition of a public benefit entity under FRS 102.

#### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 1 Accounting policies (continued)

#### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ☐ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- ☐ Expenditure on charitable activities includes the costs of programme and project activity undertaken to further the purposes of the charity and their associated support costs;
- ☐ Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on project expenditure, of the amount attributable to each activity:

|                                         |     |
|-----------------------------------------|-----|
| ☐ Artists development programme         | 2%  |
| ☐ Community and participation programme | 81% |
| ☐ Performances and events               | 17% |

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

#### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £750. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

|                                  |          |
|----------------------------------|----------|
| ● Computer IT equipment          | 3 years  |
| ● Equipment & Furniture          | 5 years  |
| ● Fixtures & Fittings            | 10 years |
| ● The Dance Space Building Costs | 39 years |

#### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### n) Short term Deposits

Short term deposits include cash balance that are invested in accounts with a maturity date of between 3 and 12 months.

#### o) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of 3 months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 1 Accounting policies (continued)

#### p) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### q) Pensions

The company contributes to each employee's Individual Personal Pension plan.

#### r) Trading subsidiary

On 13th November 2019, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited (Company No 11674921). The company was dormant for the period to 31st March 2024 and the year ended 31st March 2025 and accordingly its profit and loss account and balance sheet are not included in the accounts of South East Dance.

### 2 Income from donations and legacies

|                                               | Unrestricted   | Restricted | 2025<br>Total         | Unrestricted   | Restricted | 2024<br>Total  |
|-----------------------------------------------|----------------|------------|-----------------------|----------------|------------|----------------|
|                                               | £              | £          | £                     | £              | £          | £              |
| <i>Grants receivable for core activities:</i> |                |            |                       |                |            |                |
| Arts Council England - National Portfolio     | 580,660        | -          | <b>580,660</b>        | 580,660        | -          | 580,660        |
| Backstage Trust                               | 5,000          | -          | <b>5,000</b>          | -              | -          | -              |
| Other donations                               | 1,814          | -          | <b>1,814</b>          | 1,291          | -          | 1,291          |
|                                               | <u>587,474</u> | <u>-</u>   | <u><b>587,474</b></u> | <u>581,951</u> | <u>-</u>   | <u>581,951</u> |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 3 Income from charitable activities

|                                                            | Unrestricted<br>£ | Restricted<br>£ | 2025<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2024<br>Total<br>£ |
|------------------------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <b>Artists development programme</b>                       |                   |                 |                    |                   |                 |                    |
| Arts Council England                                       | -                 | -               | -                  | -                 | 11,980          | 11,980             |
| Ragdoll Foundation                                         | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Little Big Dance Performance Fees                          | -                 | -               | -                  | 2,064             | 6,032           | 8,096              |
| The Arts Society                                           | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Abderrahim Crickmay Charitable Settlement                  | -                 | 2,746           | 2,746              | -                 | -               | -                  |
| Jamie Watton Fund Donations                                | -                 | -               | -                  | -                 | 50              | 50                 |
| Tickets Events                                             | 240               | -               | 240                | -                 | -               | -                  |
| Other project income                                       | 2,865             | -               | 2,865              | 249               | -               | 249                |
| <b>Sub-total for Artists development programme</b>         | <b>3,105</b>      | <b>2,746</b>    | <b>5,851</b>       | <b>2,313</b>      | <b>24,062</b>   | <b>26,375</b>      |
| <b>Community and participation programme</b>               |                   |                 |                    |                   |                 |                    |
| Studio and Room Hires                                      | 108,448           | -               | 108,448            | 89,829            | -               | 89,829             |
| Curated Classes                                            | 11,839            | -               | 11,839             | 14,173            | -               | 14,173             |
| Brighton & Hove City Council                               | -                 | 39,938          | 39,938             | -                 | 44,376          | 44,376             |
| Ernest Kleinworth Charitable Trust                         | -                 | -               | -                  | -                 | 10,000          | 10,000             |
| The 29th 1961 Charitable Trust                             | -                 | 5,000           | 5,000              | -                 | 5,000           | 5,000              |
| Fenton                                                     | -                 | 1,350           | 1,350              | -                 | -               | -                  |
| Big Give                                                   | -                 | 4,124           | 4,124              | -                 | -               | -                  |
| The Chapman Charitable Trust                               | -                 | -               | -                  | -                 | 2,000           | 2,000              |
| Legal & General                                            | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Pebble Trust                                               | -                 | -               | -                  | -                 | 4,997           | 4,997              |
| Electric Square                                            | -                 | 1,200           | 1,200              | -                 | -               | -                  |
| Tickets Events                                             | 2,609             | -               | 2,609              | -                 | -               | -                  |
| Donations                                                  | -                 | -               | -                  | -                 | 8               | 8                  |
| Other project income                                       | 7,133             | -               | 7,133              | 1,797             | 1,798           | 3,595              |
| <b>Sub-total for Community and participation programme</b> | <b>130,029</b>    | <b>51,612</b>   | <b>181,641</b>     | <b>105,799</b>    | <b>71,179</b>   | <b>176,978</b>     |
| <b>Performances and events</b>                             |                   |                 |                    |                   |                 |                    |
| Tickets Events                                             | 14,595            | -               | 14,595             | 10,049            | -               | 10,049             |
| Fenton                                                     | -                 | 3,650           | 3,650              | -                 | -               | -                  |
| Leche Trust                                                | -                 | -               | -                  | -                 | 2,000           | 2,000              |
| Other project income                                       | 5,143             | 8,902           | 14,045             | -                 | 9,690           | 9,690              |
| <b>Sub-total for Performances and events</b>               | <b>19,738</b>     | <b>12,552</b>   | <b>32,290</b>      | <b>10,049</b>     | <b>11,690</b>   | <b>21,739</b>      |
| <b>The Dance Space</b>                                     |                   |                 |                    |                   |                 |                    |
| 3rd Party Insurance Claim                                  | -                 | -               | -                  | -                 | 9,732           | 9,732              |
| <b>Sub-total for The Dance Space</b>                       | <b>-</b>          | <b>-</b>        | <b>-</b>           | <b>-</b>          | <b>9,732</b>    | <b>9,732</b>       |
| <b>Total income from charitable activities</b>             | <b>152,872</b>    | <b>66,910</b>   | <b>219,782</b>     | <b>118,161</b>    | <b>116,663</b>  | <b>234,824</b>     |

South East Dance Limited

Notes to the financial statements  
For the year ended 31 March 2025

4 Income from investments

|                  | 2025          |            |               | 2024          |            |               |
|------------------|---------------|------------|---------------|---------------|------------|---------------|
|                  | Unrestricted  | Restricted | Total         | Unrestricted  | Restricted | Total         |
|                  | £             | £          | £             | £             | £          | £             |
| Rental Income    | 80,730        | -          | 80,730        | 64,261        | -          | 64,261        |
| UK bank interest | 14,417        | -          | 14,417        | 5,358         | -          | 5,358         |
|                  | <u>95,147</u> | <u>-</u>   | <u>95,147</u> | <u>69,619</u> | <u>-</u>   | <u>69,619</u> |

## South East Dance Limited

### Notes to the financial statements

For the year ended 31 March 2025

#### 5a Analysis of expenditure (current year)

|                               | Charitable activities            |                             |                                          |                                                  |                                 |                            |                          |                       |                    |                    |
|-------------------------------|----------------------------------|-----------------------------|------------------------------------------|--------------------------------------------------|---------------------------------|----------------------------|--------------------------|-----------------------|--------------------|--------------------|
|                               | Cost of<br>raising<br>funds<br>£ | Cost of<br>Investments<br>£ | Artists<br>development<br>programme<br>£ | Community and<br>participation<br>programme<br>£ | Performances<br>and events<br>£ | The<br>Dance<br>Space<br>£ | Governance<br>costs<br>£ | Support<br>costs<br>£ | 2025<br>Total<br>£ | 2024<br>Total<br>£ |
| Staff costs (Note 7)          | 36,565                           | -                           | 2,680                                    | 365,348                                          | 35,653                          | -                          | -                        | 99,750                | 539,996            | 571,473            |
| Consultants                   | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | 858                   | 858                | 1,272              |
| Other staffing costs          | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | 8,017                 | 8,017              | 8,199              |
| Building overheads            | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | 121,128               | 121,128            | 178,469            |
| Operational overheads         | 879                              | -                           | -                                        | -                                                | -                               | -                          | -                        | 33,066                | 33,945             | 34,377             |
| Communications                | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | 16,413                | 16,413             | 23,250             |
| Projects and activities       | -                                | -                           | 4,290                                    | 49,884                                           | 49,500                          | -                          | -                        | -                     | 103,674            | 237,770            |
| Bank Charges                  | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | 1,607                 | 1,607              | 1,294              |
| Professional fee              | -                                | -                           | -                                        | -                                                | -                               | -                          | 5,649                    | -                     | 5,649              | 5,899              |
| Legal costs                   | -                                | -                           | -                                        | -                                                | -                               | -                          | -                        | -                     | -                  | 6,372              |
| Trustee and Board costs       | -                                | -                           | -                                        | -                                                | -                               | -                          | 4,616                    | -                     | 4,616              | 3,066              |
| The Dance Space               | -                                | -                           | -                                        | -                                                | -                               | 92,506                     | -                        | -                     | 92,506             | 105,363            |
| Investments - Rental Costs    | -                                | 15,991                      | -                                        | -                                                | -                               | -                          | -                        | -                     | 15,991             | -                  |
|                               | 37,444                           | 15,991                      | 6,970                                    | 415,232                                          | 85,153                          | 92,506                     | 10,265                   | 280,839               | 944,400            | 1,176,804          |
| Support costs                 | -                                | -                           | 3,858                                    | 229,846                                          | 47,136                          | -                          | -                        | (280,839)             | -                  | -                  |
| Governance costs              | -                                | -                           | 141                                      | 8,401                                            | 1,723                           | -                          | (10,265)                 | -                     | -                  | -                  |
| <b>Total expenditure 2025</b> | <b>37,444</b>                    | <b>15,991</b>               | <b>10,969</b>                            | <b>653,479</b>                                   | <b>134,012</b>                  | <b>92,506</b>              | <b>-</b>                 | <b>-</b>              | <b>944,400</b>     | <b>1,176,804</b>   |
| Total expenditure 2024        | 49,574                           | -                           | 310,299                                  | 593,348                                          | 118,220                         | 105,363                    | -                        | -                     | 1,176,804          |                    |

Of the total expenditure, £792,020 was unrestricted (2024: £847,419) and £152,380 was restricted (2024: £329,386).

## South East Dance Limited

### Notes to the financial statements

For the year ended 31 March 2025

#### 5b Analysis of expenditure (Prior year)

|                         | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                 |
|-------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|-----------------|
|                         | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2024 Total<br>£ |
| Staff costs (Note 7)    | 48,614                     | 82,361                             | 307,410                                    | 22,089                       | -                    | -                     | 110,999            | 571,473         |
| Consultants             | -                          | -                                  | -                                          | -                            | -                    | -                     | 1,272              | 1,272           |
| Other staffing costs    | -                          | -                                  | -                                          | -                            | -                    | -                     | 8,199              | 8,199           |
| Building overheads      | -                          | -                                  | -                                          | -                            | -                    | -                     | 178,469            | 178,469         |
| Operational overheads   | 960                        | -                                  | -                                          | -                            | -                    | -                     | 33,417             | 34,377          |
| Communications          | -                          | -                                  | -                                          | -                            | -                    | -                     | 23,250             | 23,250          |
| Projects and activities | -                          | 114,905                            | 69,798                                     | 53,067                       | -                    | -                     | -                  | 237,770         |
| Bank Charges            | -                          | -                                  | -                                          | -                            | -                    | -                     | 1,294              | 1,294           |
| Professional fee        | -                          | -                                  | -                                          | -                            | -                    | 5,899                 | -                  | 5,899           |
| Legal costs             | -                          | -                                  | -                                          | -                            | -                    | 6,372                 | -                  | 6,372           |
| Trustee and Board costs | -                          | -                                  | -                                          | -                            | -                    | 3,066                 | -                  | 3,066           |
| The Dance Space         | -                          | -                                  | -                                          | -                            | 105,363              | -                     | -                  | 105,363         |
|                         | 49,574                     | 197,266                            | 377,208                                    | 75,156                       | 105,363              | 15,337                | 356,900            | 1,176,804       |
| Support costs           | -                          | 108,376                            | 207,234                                    | 41,290                       | -                    | -                     | (356,900)          | -               |
| Governance costs        | -                          | 4,657                              | 8,906                                      | 1,774                        | -                    | (15,337)              | -                  | -               |
| Total expenditure 2024  | 49,574                     | 310,299                            | 593,348                                    | 118,220                      | 105,363              | -                     | -                  | 1,176,804       |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 6 Net income for the year

This is stated after charging:

|                                                    | 2025<br>£      | 2024<br>£      |
|----------------------------------------------------|----------------|----------------|
| Depreciation                                       | 97,085         | 107,766        |
| Independent examiner's fee (excluding VAT):        |                |                |
| Independent examination - current & prior year fee | 5,250          | 5,500          |
|                                                    | <b>102,340</b> | <b>113,272</b> |

### 7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

|                                                                 | 2025<br>£      | 2024<br>£      |
|-----------------------------------------------------------------|----------------|----------------|
| Salaries and wages                                              | 485,521        | 513,931        |
| Social security costs                                           | 39,268         | 41,393         |
| Employer's contribution to defined contribution pension schemes | 15,207         | 15,509         |
| Other staff costs                                               | -              | 640            |
|                                                                 | <b>539,996</b> | <b>571,473</b> |

No employee earned more than £60,000 during the year (2024: nil).

The total employee costs including pension contributions and employers NIC for the key management personnel were £123,355 (2024: £121,366).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2024: £nil). No charity trustee received payment for professional or other services supplied to the charity (2024: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £630 (2024: £742) incurred by 4 (2024: 4) members relating to attendance at meetings of the trustees.

### 8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

|                                       | 2025<br>No. | 2024<br>No. |
|---------------------------------------|-------------|-------------|
| Raising funds                         | 1           | 1           |
| Artists development programme         | 1           | 4           |
| Community and participation programme | 12          | 8           |
| Performances and events               | 2           | 2           |
| Support                               | 2           | 3           |
|                                       | <b>18</b>   | <b>18</b>   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 9 Related party transactions

Second Hand Dance are related to the charity by virtue of having a trustee in common. A South East Dance trustee is also related to Stopgap Dance Company as an employee. During the year the charity received income of £640 (2024:£1,813) and incurred expenditure of £4,315 (2024:£5,325) from the 2 (2024:4) related parties.

Aggregate donations from trustees were £60 in 2025 (2024: £150). There were no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 10 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 11 Tangible fixed assets

|                               | Computer IT<br>equipment<br>£ | Equipment &<br>Furniture<br>£ | Fixtures &<br>Fittings<br>£ | Building Costs<br>The Dance<br>Space<br>£ | Total<br>£       |
|-------------------------------|-------------------------------|-------------------------------|-----------------------------|-------------------------------------------|------------------|
| <b>Cost or valuation</b>      |                               |                               |                             |                                           |                  |
| At the start of the year      | 34,094                        | 168,423                       | 335,219                     | 1,035,808                                 | <b>1,573,544</b> |
| Additions in year             | 4,122                         | -                             | 15,709                      | -                                         | <b>19,831</b>    |
| At the end of the year        | <b>38,216</b>                 | <b>168,423</b>                | <b>350,928</b>              | <b>1,035,808</b>                          | <b>1,593,375</b> |
| <b>Depreciation</b>           |                               |                               |                             |                                           |                  |
| At the start of the year      | 32,131                        | 68,478                        | 66,809                      | 53,125                                    | <b>220,543</b>   |
| Charge for the year           | 2,226                         | 33,211                        | 35,089                      | 26,559                                    | <b>97,085</b>    |
| At the end of the year        | <b>34,357</b>                 | <b>101,689</b>                | <b>101,901</b>              | <b>79,684</b>                             | <b>317,631</b>   |
| <b>Net book value</b>         |                               |                               |                             |                                           |                  |
| <b>At the end of the year</b> | <b>3,859</b>                  | <b>66,734</b>                 | <b>249,027</b>              | <b>956,124</b>                            | <b>1,275,744</b> |
| At the start of the year      | 1,963                         | 99,945                        | 268,410                     | 982,683                                   | 1,353,001        |

All of the above assets are used for charitable purposes.

SED holds a 40-year lease of The Dance Space at peppercorn rent which commenced in December 2021. The lease is granted by Brighton and Hove City Council. SED bears the responsibility of repairs and maintenance of the building for the duration of the lease. Due to the specialist nature of the building, it is not practical to assess a market value of a similar property in the local area. For this reason, no value has been recognised in the financial statements in relation of the lease.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 12 Debtors

|                | 2025<br>£     | 2024<br>£     |
|----------------|---------------|---------------|
| Trade debtors  | 8,083         | 28,624        |
| Prepayments    | 15,489        | 7,853         |
| Accrued Income | 122           | 60            |
|                | <b>23,694</b> | <b>36,537</b> |

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

|                              | 2025<br>£     | 2024<br>£     |
|------------------------------|---------------|---------------|
| Trade creditors              | 25,853        | 6,544         |
| Taxation and social security | 8,939         | 10,529        |
| Other creditors              | 44,085        | 30,529        |
| Accruals                     | 16,263        | 24,282        |
|                              | <b>95,140</b> | <b>71,884</b> |

### 14 (a) Analysis of net assets between funds 2025

|                       | General<br>unrestricted<br>£ | Designated<br>£ | Restricted<br>£  | Total funds<br>2025<br>£ |
|-----------------------|------------------------------|-----------------|------------------|--------------------------|
| Tangible fixed assets | 24,409                       | -               | 1,251,335        | 1,275,744                |
| Net current assets    | 264,166                      | 30,460          | 53,129           | 347,755                  |
|                       | <b>288,575</b>               | <b>30,460</b>   | <b>1,304,464</b> | <b>1,623,499</b>         |

### 14 (b) Analysis of net assets between funds 2024

|                       | General<br>unrestricted<br>£ | Designated<br>£ | Restricted<br>£  | Total funds<br>2024<br>£ |
|-----------------------|------------------------------|-----------------|------------------|--------------------------|
| Tangible fixed assets | 9,160                        | -               | 1,343,841        | 1,353,001                |
| Net current assets    | 231,863                      | -               | 80,632           | 312,495                  |
|                       | <b>241,023</b>               | <b>-</b>        | <b>1,424,473</b> | <b>1,665,496</b>         |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 15 (a) Movement in funds 2025

|                                           | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2025<br>£ |
|-------------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>                  |                                  |                                       |                                        |                 |                            |
| Older Peoples Wellbeing                   | 14,997                           | -                                     | (4,425)                                | -               | <b>10,572</b>              |
| TheWelcomeProject2                        | 11,413                           | 60                                    | (2,681)                                | -               | <b>8,792</b>               |
| BHCC Funding                              | -                                | 39,939                                | (39,939)                               | -               | -                          |
| Wayfinding - Dance Graduates              | -                                | 2,746                                 | -                                      | -               | <b>2,746</b>               |
| Propel - Young Talent Programme           | 6,669                            | 5,000                                 | (4,130)                                | -               | <b>7,539</b>               |
| Big Give Women's Project                  | -                                | 4,124                                 | (1,236)                                | -               | <b>2,888</b>               |
| Flourish Activity                         | 3,283                            | 137                                   | (2,250)                                | -               | <b>1,170</b>               |
| Legal & General                           | 2,607                            | -                                     | (2,087)                                | -               | <b>520</b>                 |
| Chapman Charitable Trust                  | 2,000                            | -                                     | (2,000)                                | -               | -                          |
| Networks - MSE                            | 1,794                            | -                                     | -                                      | -               | <b>1,794</b>               |
| RAPPORT                                   | 1,281                            | -                                     | -                                      | -               | <b>1,281</b>               |
| Young Film -Maker Commission              | -                                | 1,350                                 | (1,350)                                | -               | -                          |
| Mind the Gap                              | 685                              | -                                     | -                                      | -               | <b>685</b>                 |
| YP U.Dance                                | 499                              | 150                                   | -                                      | -               | <b>649</b>                 |
| ADP Activity                              | -                                | 240                                   | -                                      | -               | <b>240</b>                 |
| Our City Dances Festival                  | -                                | 1,245                                 | (1,245)                                | -               | -                          |
| Brighton Screen Dance Festival            | -                                | 3,656                                 | (2,246)                                | -               | <b>1,410</b>               |
| Mapdance                                  | 863                              | -                                     | (341)                                  | -               | <b>522</b>                 |
| P&E Activity                              | -                                | 17,217                                | (4,898)                                | -               | <b>12,319</b>              |
| Restricted Building Fund                  | 15,230                           | -                                     | -                                      | (15,230)        | -                          |
| TDS Post Opening Fund                     | 19,309                           | -                                     | -                                      | (19,309)        | -                          |
| <b>Total Programmes</b>                   | <b>80,630</b>                    | <b>75,864</b>                         | <b>(68,828)</b>                        | <b>(34,539)</b> | <b>53,127</b>              |
| <b>The Dance Space -capitalised asset</b> | <b>1,343,843</b>                 | <b>-</b>                              | <b>(92,506)</b>                        | <b>-</b>        | <b>1,251,337</b>           |
| <b>Total restricted funds</b>             | <b>1,424,473</b>                 | <b>75,864</b>                         | <b>(161,334)</b>                       | <b>(34,539)</b> | <b>1,304,464</b>           |
| <b>Unrestricted funds:</b>                |                                  |                                       |                                        |                 |                            |
| Designated funds:                         |                                  |                                       |                                        |                 |                            |
| Designated building maintenance fund      | -                                | -                                     | -                                      | 30,460          | <b>30,460</b>              |
| General funds                             | 241,023                          | 835,493                               | (792,020)                              | 4,079           | <b>288,575</b>             |
| <b>Total unrestricted funds</b>           | <b>241,023</b>                   | <b>835,493</b>                        | <b>(792,020)</b>                       | <b>34,539</b>   | <b>319,035</b>             |
| <b>Total funds</b>                        | <b>1,665,496</b>                 | <b>911,357</b>                        | <b>(953,354)</b>                       | <b>-</b>        | <b>1,623,499</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

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### Purposes of restricted funds

- The Welcome Project 2 is a continuation of Esmée Creative Communities project, with funding from Legal & General, Brighton & Hove City Council and donations, funds are restricted to activities and events designed to encourage more people to dance.
- South East Dance is obliged, under the terms of the Arts Council England capital funding agreement, to maintain The Dance Space in good repair and condition. The trustees designated funds to The Restricted Building Fund to ensure South East Dance had sufficient funds to cover repairs and renewals as identified in the lifecycle cost plan. This fund has been transferred to the Designated building Maintenance fund.
- TDS Post Building fund was a fund to cover any losses following the opening The Dance Space. Funds have been transferred from restricted to unrestricted funds to cover this over the last couple of years. It was agreed at the Finance & Audit committee meeting on 12th May 2025 that a separate fund was too longer required and the funds should be to transferred to general funds.
- The Dance Space capitalised assets are restricted.
- All other restricted funds are restricted to the artistic project to which they relate.

### Purposes of designated funds

- South East Dance is obliged, under the terms of the Arts Council England capital funding agreement, to maintain The Dance Space in good repair and condition. The Designated Building Maintenance fund is to ensure South East Dance has sufficient funds to cover repairs and renewals as identified in the lifecycle cost plan. The initial sum set aside for this in the 2023/24 accounts was interpreted as a restricted, however as this is the charity setting aside its own funds for this purpose it is considered to be more appropriate that this is described as a designated fund. Hence the transfer of funds in 2024/25 which includes the opening balance plus this year's sum set aside from general funds.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 15 (b) Movement in funds 2024

|                                           | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2024<br>£ |
|-------------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>                  |                                  |                                       |                                        |                 |                            |
| Little Big Dance                          | 101,643                          | 18,012                                | (119,655)                              | -               | -                          |
| Older Peoples Wellbeing                   | -                                | 14,997                                | -                                      | -               | 14,997                     |
| TheWelcomeProject2                        | 15,345                           | 44,383                                | (46,250)                               | (2,065)         | 11,413                     |
| Emerging Creative Producers               | 12,000                           | 3,000                                 | (15,000)                               | -               | -                          |
| Maria Bjornson Memorial Fund              | 11,161                           | -                                     | (11,161)                               | -               | -                          |
| Radical Rhizomes                          | 6,492                            | -                                     | (4,512)                                | (1,980)         | -                          |
| Propel - Young Talent Programme           | 5,000                            | 5,000                                 | (2,998)                                | (333)           | 6,669                      |
| Chalk Cliff Our City Dance                | 5,000                            | -                                     | (5,000)                                | -               | -                          |
| Flourish Activity                         | 1,733                            | 3,050                                 | (1,500)                                | -               | 3,283                      |
| Legal & General                           | -                                | 3,000                                 | (393)                                  | -               | 2,607                      |
| Chapman Charitable Trust                  | -                                | 2,000                                 | -                                      | -               | 2,000                      |
| Networks - MSE                            | 2,151                            | -                                     | (357)                                  | -               | 1,794                      |
| RAPPORT                                   | 3,321                            | 6,562                                 | (8,602)                                | -               | 1,281                      |
| Pebble Trust Our City Dance               | 2,000                            | -                                     | (2,000)                                | -               | -                          |
| Mapdance                                  | -                                | -                                     | 863                                    | -               | 863                        |
| Mind the Gap                              | 1,500                            | -                                     | (565)                                  | (250)           | 685                        |
| Mid Career Artists                        | 600                              | -                                     | (600)                                  | -               | -                          |
| YP - AALN                                 | 480                              | -                                     | (480)                                  | -               | -                          |
| YP U.Dance                                | 286                              | 120                                   | 93                                     | -               | 499                        |
| Ark School Dance                          | -                                | 1,559                                 | (1,559)                                | -               | -                          |
| C&P Activity                              | -                                | 120                                   | (120)                                  | -               | -                          |
| Commissions                               | -                                | -                                     | 500                                    | (500)           | -                          |
| Festivals and Conferences                 | -                                | 2,702                                 | (2,702)                                | -               | -                          |
| Brighton Festival (May)                   | -                                | 1,750                                 | (1,750)                                | -               | -                          |
| P&E Activity                              | -                                | 676                                   | (676)                                  | -               | -                          |
| Curated Events                            | -                                | -                                     | 400                                    | (400)           | -                          |
| Restricted Building Fund                  | -                                | -                                     | -                                      | 15,230          | 15,230                     |
| TDS Post Opening Fund                     | 96,967                           | -                                     | -                                      | (77,658)        | 19,309                     |
| <b>Total Programmes</b>                   | <b>265,679</b>                   | <b>106,931</b>                        | <b>(224,024)</b>                       | <b>(67,956)</b> | <b>80,630</b>              |
| <b>The Dance Space -capitalised asset</b> | <b>1,449,204</b>                 | <b>9,732</b>                          | <b>(105,361)</b>                       | <b>(9,732)</b>  | <b>1,343,843</b>           |
| <b>Total restricted funds</b>             | <b>1,714,884</b>                 | <b>116,663</b>                        | <b>(329,386)</b>                       | <b>(77,688)</b> | <b>1,424,473</b>           |
| <b>General funds</b>                      | <b>241,023</b>                   | <b>769,731</b>                        | <b>(847,419)</b>                       | <b>77,688</b>   | <b>241,023</b>             |
| <b>Total unrestricted funds</b>           | <b>241,023</b>                   | <b>769,731</b>                        | <b>(847,419)</b>                       | <b>77,688</b>   | <b>241,023</b>             |
| <b>Total funds</b>                        | <b>1,955,907</b>                 | <b>886,394</b>                        | <b>(1,176,805)</b>                     | <b>-</b>        | <b>1,665,496</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2025

### 16 Reconciliation of net (expenditure)/income to net cash flow from operating activities

|                                                                                                      | 2025            | 2024             |
|------------------------------------------------------------------------------------------------------|-----------------|------------------|
|                                                                                                      | £               | £                |
| <b>Net (expenditure) for the reporting period<br/>(as per the statement of financial activities)</b> | <b>(41,997)</b> | <b>(290,411)</b> |
| Depreciation charges                                                                                 | 97,085          | 107,766          |
| Decrease in debtors                                                                                  | 12,846          | 10,531           |
| Increase/(Decrease) in creditors                                                                     | 23,256          | (21,174)         |
| <b>Net cash provided by operating activities</b>                                                     | <b>91,190</b>   | <b>(193,288)</b> |

### 17 Analysis of cash and cash equivalents

|                                        | At 1 April 2024 | Cash flows    | At 31 March 2025 |
|----------------------------------------|-----------------|---------------|------------------|
|                                        | £               | £             | £                |
| Cash at bank and in hand               | 347,842         | 71,359        | 419,201          |
| <b>Total cash and cash equivalents</b> | <b>347,842</b>  | <b>71,359</b> | <b>419,201</b>   |

### 18 Operating lease commitments

At the balance sheet date, there were no operating lease commitments (2024: £nil).

### 19 Contingent assets or liabilities

At the balance sheet date, there were no contingent assets or liabilities (2024: £nil).

### 20 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

The company is registered in England, registered number 03434501, and has its registered office at The Dance Space, 2 Market Square, Brighton, England, BN2 9AS.

The company is a registered charity, registration number 1064900.

**SOUTH EAST DANCE LIMITED**

England & Wales - Charity number 1064900

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# Accounts

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## South East Dance Limited

# Trustees' Report and Financial Statements

For the year ended 31<sup>st</sup> March 2024

### **Our vision**

Our vision is a world where everybody is empowered to create, take part in and enjoy dance in all its forms.

### **Our mission**

Our mission is to make dance happen for everybody. Dance that is bold and diverse. Dance that helps us make sense of the world we live in. Dance that makes a difference. We will support people to discover their own relationship with dance, working with them to create the kind of activities they want. And we will work with artists who are committed to taking creative risks, pushing boundaries and challenging perceptions of what dance is and can be.

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office:** The Dance Space, 2 Market Square, Circus Street, Brighton BN2 9AS

Please contact [sedaccounts@southeastdance.org.uk](mailto:sedaccounts@southeastdance.org.uk)

to receive a copy of our annual report in large format

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## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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# 1 Reference and administrative information

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 3434501

**Charity no:** 1064900

**Registered Office and operational address:** The Dance Space, 2 Market Square, Circus Street, Brighton, BN2 9AS

**Trading Subsidiary Company Name:** South East Dance Trading Limited

**Registered Company no:** 11674921

On 13<sup>th</sup> November 2018, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited. The trading subsidiary was dormant for the period to 31<sup>st</sup> March 2024.

### Trustees:

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

| Name                   | Date Elected | Retirement Date<br>(if during 2023/24 and up to<br>the date of signing the<br>accounts in October 2024) |
|------------------------|--------------|---------------------------------------------------------------------------------------------------------|
| Anna Christoforou      | 04.12.18     |                                                                                                         |
| Emma Thompson          | 02.12.19     | 05.06.23                                                                                                |
| Isabel Mortimer        | 04.10.16     |                                                                                                         |
| Lily Norton            | 06.10.22     |                                                                                                         |
| Louise Zandstra        | 06.10.22     |                                                                                                         |
| Maureen Salmon (Chair) | 06.10.22     |                                                                                                         |
| Sian Thomas            | 22.01.15     |                                                                                                         |
| Subathra Subramaniam   | 06.10.22     |                                                                                                         |
| Vanessa Lefrancois     | 06.10.22     |                                                                                                         |
| Vicky Sword Daniels    | 06.10.22     |                                                                                                         |

### Key management personnel

Cath James  
Rachel Gibson

Artistic Director  
Executive Director

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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**Bankers** Metro Bank, 82 North Street, Brighton BN1 1ZA

Shawbrook Bank, Lutea House, Warley Hill Business Park, The Drive, Great Warley,  
Brentwood, Essex, CM13 3BE (account closed January 2024)

CAF Charity Deposit Platform, provided by Flagstone : 1st Floor, Clareville House, 26-27  
Oxendon Street, London, SW1Y 4EL (account opened October 2023)

**Solicitors** Harbottle & Lewis, 7 Savoy Court, London, WC2R 0EX

**Independent Examiner** Sayer Vincent LLP, Chartered Accountants and Statutory Auditors, Invicta  
House, 108-114 Golden Lane, London EC1Y 0TL

## 2 Our programme 2023-24

In line with the current operational plan, in 2023-24 our artistic activities were clustered within four programme areas, which seek to effectively communicate our offer and how our constituents might engage with South East Dance:

**Supporting Artists:** aims to meet the support and development needs of dance professionals at various stages in their careers:

During 2023-24 we provided 206 artists with either support, advice, or studio space, and commissioned five artists to make new work. We supported freelance artists to the tune of £94,065 to deliver a wide range of performance and classes activity as well as paying commissioning fees. We held three dance cafes as part of our artist support programming – networking opportunities that also allow us to gently consult with artists. Through these, and via our regular Artist Support sessions, we continue to acknowledge a need for more residency space, more financial support via commissioning and seed funding for artists – as well as continuing professional development for artists in order to develop their practice.

### CASE STUDIES

**Emerging Black Women Producers:** The Ragdoll Foundation funded our new Emerging Creative Producers programme which commenced in July 2023. The programme was a six-month paid on-the-job placement for two young black women aged 18-25, which included two months of learning and development time, and three months as a trainee/shadow producer with a dance artist/choreographer, company or arts organisation.

As a leader in dance development, South East Dance believes that diversity in all its forms is an essential building block for creativity. Producers of dance in the UK are in incredibly high demand, yet there is a distinct lack of producers coming through, particularly ethnically diverse female producers. Furthermore, there are very few accessible and paid training opportunities for dance producers, especially outside London.

We therefore pledged to enhance our commitment to diversity and inclusion by providing two part-time paid traineeships for emerging ethnically diverse female producers. The programme provided a unique opportunity, offering trainees direct support from other successful women producers and a progression pathway into the dance sector.

Embedded within the South East Dance programming team from the outset, we supported the trainees through regular one-to-one sessions with an experienced external mentor, Grace Okereke. They also received team training and development, contributed to South East Dance's wider artistic programme, and gained hands-on experience supporting the Programming team to produce a range of activities in and around The Dance Space. We also helped them in securing their placements which were at Rich Mix in London, and with Uprise Rebel (a dance producing house led by black female producer Grace Okereke). The placement with Uprise Rebel resulted in a job, with the trainee now working as an assistant producer for the company.

*"In terms of understanding how an organisation is run and what certain job roles actually mean I found the meetings informative. Job roles like Building Manager and Fundraiser have new meaning to me now"*  
Participant One, placement with Uprise Rebel.

*"I worked closely with the programming team and assisted them on a lot of admin jobs, such as using their software (Artifax) and putting information of events i.e. running orders to technical equipment; monitored their programming email and production applications and to choose the production that was in line with their company ethos"* Participant Two, placement with Rich Mix

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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### Little Big Dance

Launched in 2019, in partnership with DanceEast, Take Art and Yorkshire Dance, Little Big Dance supported dance artists to develop the specialist skills and experience needed to make captivating and diverse dance work for and with under five-year-olds and their families. Completed in March 2024, after its five-year programme of activity, Little Big Dance has changed the face of dance work for younger audiences: bringing dance artists together with 0-5 year-old children, early years specialists and

dramaturgs to develop new skills and create new work.

Over the two cycles, Little Big Dance supported 27 dance artists to receive robust specialist training and development in creating work for young audiences; and commissioned four new pieces of dance work, created by and with 0-5 year-olds, for national and international touring.

Evaluation of the Little Big Dance programme was carried out by Professor Angela Pickard from Canterbury Christ Church University, the winner of the 2019 One Dance UK Dance Research Impact Award. Professor Pickard is now in the process of creating a best practice toolkit to ensure the wider dance sector can benefit from what was learned from the programme. The final report is being published, with a book and the toolkit to be published further down the line.

Little Big Dance was supported with more than £430,000 investment from Paul Hamlyn Foundation and Arts Council England; and by Leeds Dance Partnership, Dance Umbrella, Birmingham Hippodrome and Strike a Light Festival.

**Community and Participation Programme:** that aims to broaden the reach of South East Dance whilst getting more people excited by and actively involved in dance

### CASE STUDIES

**Propel** - a contemporary training programme for ages 11-14 years: In planning since 2019, we launched Propel in 2023 with taster workshops in local schools and at The Dance Space. The programme was made possible with funding from 29<sup>th</sup> May 1961 Charity. A cohort of 11 participants started on the six-month dance course in January 2024. The group includes young people with and without additional needs from a range of dance experiences and abilities. We have three participants on fully subsidised places who would have found the course fees a financial barrier to attending. Two families are receiving contributions towards travel costs.

In total 115 participants engaged in Propel 2023-24. Feedback has included “I wanted to tell you how much Isla is loving the classes, thank you. She’s already sad about it ending. I think you’ve got something really special going on, well done!”

### U.Dance

HOSTED featuring the U.Dance South East Regional Platform: South East Dance worked in partnership with PENNY & JULES DANCE and lead partner One Dance UK to deliver U.Dance South East Regional Platform 2024. This was the first time the U.Dance Regional platform had taken place in East Sussex since 2017. U.Dance Regional featured performances by 10 groups from around the region. It also included the screening of youth dance film by Magpie Dance, a dance group of people with learning disabilities. In total 116 participants took part in HOSTED/U.Dance Regional Platform

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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**Radical Rhizomes** - took place over 36 weeks with 79 participants who identified as Queer, Trans and/or Intersex People of Colour (QTIPoC). South East Dance worked with Radical Rhizomes to create a safe and inclusive space, where members were welcomed in. The dance class being free was an important feature in RR members' engagement as it removed economic barriers to access. A hot meal and travel options were also offered as part of the project. The latter point was a crucial lifeline for trans and gender non-conforming participants who can experience difficulties when navigating public transport. RR members comments included: *"I may not have attended if the class wasn't free."*

*"Travel is a big barrier as a trans person I experience a lot of public violence" "The venue facilitator makes the classes and venue accessible for everyone." "Disability issues were nurtured and neuro-divergency." "Live audio description for visually impaired people has been essential for their inclusion"*

**Performances and Events:** that aim to encourage more people to watch and contribute to the dialogue surrounding dance

We partnered with Dreamy Place Festival (formerly Brighton Digital Festival) to present performances and discussions as part of the 2023 city-wide festival. We hosted an atmospheric launch party for the Festival in the Jamie Watton Creation Space. We premiered two sold-out shows of South East Dance commissioned work - Pepa Ubera's *CHARCO*, a sold-out panel discussion on the interaction of art and robots (partnering with the University of Sussex) and a dance cafe networking event for artists interested in digital collaboration. It was an incredibly successful, collaborative partnership and saw lots of new audiences engage with art and discourse in the building.

We worked in partnership with Brighton Festival 2023 to present an international programme of work for adults and children with 14 shows, showcasing a diverse mix of artists from various ages, disciplines, backgrounds and heritages. Highlights included Kontemporary Korea, a double bill of new work from boundary-pushing Korean artists, *Acting Our Age*, an intergenerational work by Brighton-based artist Yael Flexer and the premiere of *A Queer Collision*, a commissioned work by regional artist Stuart Waters celebrating queer narratives within performance. We also presented three children's works including Little Big Dance commissioned Takeshi Matsumoto's *Club Origami*.

**Sector Leadership and Infrastructure:** that aims, through coordinating and leading a range of networks, to support the wider dance ecology; to provide leadership through advocacy and challenge processes and practices to better drive change and progression. Our work as a development organisation sees us maintaining an overview of dance within the region from a national and international perspective. We see ourselves as ecologists of dance, monitoring the political, artistic and social climate, looking for gaps in provision and untapped opportunities. We influence, intervene, broker, facilitate and deliver innovative and strategic artistic programmes in partnership with others. Partnership working is a central feature of our work in sector leadership and infrastructure.

For example, in 2023-24 we partnered with two universities to develop and obtain funding for two new networks: Critical Dance Pedagogy – led by Professor Angela Pickard, and Dancing Otherwise, led by Dr Victoria Hunter:

Critical Dance Pedagogy through Discourse and Practice aims to raise awareness of socially embedded assumptions and dominant structural power relations that produce unjust educational and socio-cultural outcomes. As disciplines, dance and dance education are not immune to these numerous inequities and

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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injustices. Led by the University of Canterbury Christchurch, the network will connect academics, dance educators, researchers, artists, industry stakeholders in the UK with international peers in Scandinavia/Nordic and the USA as guest speakers, to support collaboration, and maximise opportunities for new thinking on the topic of Critical Dance Pedagogy, particularly understanding of equity, diversity and inclusion and student-centred pedagogy, through practice (Artist Lab) and discourse (four hybrid symposium events).

The AHRC-funded Dancing Otherwise Research network, led by Bath Spa University, recognises that many dance practices such as inter- and trans-disciplinary work, site dance, multi-modal, intercultural, interspecies, queer and feminist work operate on the edges of a wider field of dance-making and dance research. The network will explore how practices created by artists from diverse backgrounds and artistic perspectives produce new understandings, new positionalities and new modes of knowing. This network looks beyond the mainstream to explore culturally diverse, environmentally-engaged, experimental, edgy and novel modes of making, producing and researching dance: to explore 'being otherwise' (Akomolafe 2022)

### Digital Strategy

We continue to produce content for use on our digital platforms to position our brand, promote opportunities for people to take part in dance and act as an information source for artists seeking development opportunities. We are also proud to continue to build our support for artists who use digital technologies in their work. In 2023-24 we:

- Presented Pepa Ubara 's new work Charco – a vision of the future using projection and animation. as part of Brighton Digital Festival – Dreamy Place
- Presented an international panel of artists and academics working in Performing Robots as part of Dreamy Place
- Continued to support the national U.Dance regional platform with U.Dance Digital as part of our commitment to profile and showcase youth dance across the region and nationally

Our Digital Strategy for 2023/24 focused on growing audiences, building our brand voice and reflecting the friendly, welcoming and inclusive atmosphere visitors can expect from The Dance Space through fun, informative and engaging content.

Our enewsletter continues to be a successful digital communication for us. The average open rate of enewsletters in the arts & culture industry is 38%; whereas our average open rate hovers around the 40% mark. Our subscribers have grown from 3063 to 4018 in 2023/24, an increase of over 30%.

In terms of social media, we set ourselves a target of a 25% increase in Instagram engagement and have achieved 26% growth from 4549 to 5746 followers in 2023/24. We took the decision to stop using X (formerly Twitter) and to begin using Tik Tok instead as we believe this will be a more productive platform for us to reach new and younger audiences, in particular for our classes programme. Our Facebook following has increased from 4549 to 5300.

We have established our profile on Illuminate and submitted our data for the first half of 2023/24 as required by Arts Council England. During 2023/23 we issued 32 surveys and received 112 responses. Of those who responded, the highest number were in the 35-39 years age group, followed by 50-54 years; and almost 94% were female. Modern professionals made up the highest percentage of respondents closely followed by the retired. In terms of the questions most responded to, when asked whether there were any accessibility barriers to their experience, 100 answered no; 52 answered that they thought South East Dance is a charity; and 45 answered that they thought South East Dance was very good at responding to their needs.

Accessibility and inclusion continue to be at the forefront of all our digital communications. Alt Text and image descriptions remain a feature of our content, as does a commitment to demonstrating diversity. We continue to produce an audio version of all of recruitment packs.

Our website visits have remained steady since 22/23. We have seen an increase in 12% in the average number of web pages our users are visiting in a session, which means that visitors are engaging more with the content on our site than in the previous year. Our most visited web page in 23/24 remains our What's On page, with an increase of 28% in new users visiting our Home page.

## 3 Principal risks and uncertainties in relation to future plans

### **Financial sustainability**

Our biggest risk going forward is creating a sustainable financial model as we continue to establish ourselves in The Dance Space. This continues to be challenging in the wider economic climate where energy prices and the cost of living remain high.

### **Staffing capacity and staff wellbeing**

A range of measures to reduce costs were taken during 2023/24 and this included not recruiting into two vacancies that arose during the year. Whilst this was a prudent decision financially it has added to the pressure on the remaining staff to run the building and deliver a busy programme effectively.

### **Reputational damage**

In the current climate, where there is tense public discourse around issues of freedom of expression, safe and inclusive spaces and personal identity, we remain mindful of the risk of our programming or the way in which we work leading to situations that put us at risk of reputational damage and ensure that we have strategies and procedures in place for dealing with any incidents that arise.

## 4 Organisational and operational outcomes

### **Environmental Responsibility**

The Dance Space is a new build with a BREEAM Excellent rating. This provides us with a number of environmentally sustainable features including:

- Windows positioned to maximise natural light, including solar glazing
- Building design incorporates energy hierarchy to minimise CO2 emissions
- Roof-mounted photovoltaic panels
- BMS and manual scheduling for heating and cooling systems - reducing usage
- Systemair Geniox thermal re-uptake AHU, further reducing heating from HAC
- No gas
- Motion sensor lighting

Our fit-out of The Dance Space used sustainable and recycled materials wherever possible.

Our priority as we continue our transition into the building is to ensure that we capitalise on its green credentials to minimise our environmental impact. Actions that we took during 2023-24 to improve our environmental sustainability included:

- Establishing a Green Team of staff and Trustees to monitor progress and develop and deliver on our Action Plan
- Building and operational developments including:

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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- Monthly cleaning maintaining of PV array by Building & Sustainability Manager (BSM) to ensure optimum generation
- Regular cleaning and changing of filters in HVAC system, optimising efficiency
- New digital form on the Welcome Desk to capture visitor travel data
- Investigation into the efficiency of water heating systems in the building and obtaining quotes for potential optimisation (funding dependent)
- BSM working with waste and recycling contractor to improve waste management in general, and to implement upcoming regulatory changes
- Early stages of planning across teams to improve operational procurement, bulk buying processes, vetting suppliers, localised suppliers
- Ongoing CPD for BSM and relevant staff to support transition to Net Zero
- Choosing banks which do not invest in fossil fuels for current and savings accounts
- Presenting environmentally themed performances and events including Our City Dances 2023 which had the theme of “being kind to ourselves and the planet” and which included the presentation of *Dance Number 2 Degrees* by Sivan Rubinstein, Emma Critchley’s *Sirens* and *Our Little Blue Dot* by Amy Toner

## Fundraising

### Positive Developments

- Successful applications to Ernest Kleinwort Charitable Trust and The Pebble Trust for a new Vulnerable Older Adults programme; funding also received from Chapman Charitable Trust, Arts Society and Fenton Arts Trust.
- Corporate donations from Electric Square and Legal & General.
- Big Give Arts for Impact campaign raised £2,100 towards £2,500 target; matched by Big Give, resulting in £4,600 raised including Gift Aid.

### Challenges and Disappointments

- Extremely tough fundraising landscape; successful funding bids often resulted in less funding than requested.
- Rejections from John Ellerman, Garfield Weston, Esmée Fairbairn, Postcode Society Trust and Peter Harrison Foundation.

### Future Funding Activity

- Larger bids recently submitted to Paul Hamlyn Foundation, Jerwood Foundation and Foyle Foundation.
- Corporate Membership packages to be launched in Autumn 2024.

## Data Collection, Evaluation and Monitoring

### Digital:

Our Communications Team take the lead in gathering analytics around our digital audiences. We use Google Analytics to gather stats on our website visitors and Google Search Console and Looker Studio to assess data from all our social media platforms, which give us a combined picture of the efficacy of our digital activity.

We currently report on the following statistics:

- Hits and unique visitors to our website, plus more detailed analysis including page drop off, time spent on site and engagement with content
- Website referrals from other sites and media
- The reach (both paid and organic) and engagement in our social media channels and specific posts – Facebook, Youtube and Instagram
- Our monthly average enews opens and click throughs on content

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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Evaluation of our work is hugely important to us as a learning organisation. To ensure that our programmes are relevant, high quality and diverse, we use a range of tools most appropriate to each individual programme. Each activity within the SED programme has its project leader who is responsible for data capture and evaluation.

Audience/participation figures are collected in one of four ways:

- Ticket data from partner organisations (box office reports)
- Ticket data from our own online systems (i.e. Monad)
- Attendance recorded by SED staff (sign-in sheet/register/headcount)
- Estimation of audiences at non-ticketed events using click counters

Monitoring data is mainly collected via anonymous online forms (Survey Monkey). We use these to monitor open call-outs, participatory projects and the artists we engage to deliver elements of our programme.

Each year, relevant figures are taken from the Project records and entered into our Measures of Success document. This is based on the figures we need to collect for our Arts Council England National Portfolio Organisation annual submission.

Our data allows us to track our commitment to diversity, to rethink our approach, diversify our networks and ensure equity is at the heart of what we do. Below are some of the statistics from our Artistic Programme that underpin our commitment to equality and diversity.

Across our whole artistic programme for 2023-24, we can demonstrate our percentage engagement with artists and participants from protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) or from low socio-economic or marginalised backgrounds:

- 100% for ALIGN Artists (disability, pregnancy and maternity, race, sex and sexual orientation)  
100% for Young Black Women Producers
- 100% for Commissioned Artists (disability, race, sex and sexual orientation, neurodiverse)
- 100% for participants and lead artists in our Radical Rhizomes programme from ethnically diverse backgrounds
- 36% for Little Big Dance artists from ethnically diverse backgrounds
- 100% for Little Big Dance Early Years participants (all from low socio-economic or marginalised backgrounds)
- 100% for The Welcome Project participants (all from low socio-economic or marginalised backgrounds)
- 100% of Our City Dances programme targeted to participants from low socio-economic or marginalised backgrounds
- 50% of artists from ethnically diverse backgrounds; 75% women; 25% disabled, for RAPPORT International Residency Exchange Programme

### Our Anti-Racism Commitment

As a leader in dance development, we are dedicated to challenging perceptions of what dance is, who it's for and what it can achieve. Inclusivity is one of our core values and we believe that diversity in all of its forms is an essential building block for creativity. We wrote our anti-racist statement in August 2020 and renewed our stated commitment to monitoring our progress and being held accountable.

In line with our Anti-Racism plan, that we review each year:

- We will continue our commitment to supporting ethnically diverse artists and commit to offering a minimum of 30% of all artist development, programming and presenting employment opportunities to

ethnically diverse artists. REPORT ON PROGRESS: Data from our programmes in 2023-24 shows 36% of all participants who took part in Little Big Dance were from ethnically diverse backgrounds, 50% from ethnically diverse backgrounds for RAPPORT, as were 100% of those in our targeted Young Black Female Producers Programme

- We will continue to review our recruitment processes to ensure our job advertising reaches and actively encourages a diverse range of candidates and our selection process enables all candidates to present themselves to their best advantage. REPORT ON PROGRESS: We reviewed our recruitment processes using the Inc Arts Unlock tool and published our Inclusivity Commitment in 2020/21. Since then we have continued to keep our recruitment practice under review and regularly look at new ways of trying to reach out to a wider range of candidates and increase the accessibility of our application processes. Our recruitment monitoring data for 2023-24 showed applications from ethnically diverse candidates at 25%. This is an improvement on 18% in the previous year.

We continue our commitment to holding ourselves accountable by publishing our outcomes, learnings and progress every year in our Annual Report.

#### Human resources

Our activity programme and operations are delivered by our staff team and a variety of freelance contractors. On 31 March 2024 our staff team comprised 18 members. Of these 11 identified as female, five as male, one as non-binary and one not known; 13 were White British, one was Gypsy, Roma or Irish Traveller, two were from any other White background one preferred not to say and one was not known. Of these staff, three identified as a D/deaf or disabled person or had a long-term health condition, 12 considered themselves to be not disabled, one preferred not to say and two were not known. Two members of staff identified as neurodivergent. Eleven members of staff identified as heterosexual/straight, three as gay men, one as queer, two preferred not to say and one was not known.

Of our nine Trustees at 31 March 2024 eight identified as female and one as non-binary. One was Black Caribbean, one was Indian, one was from any other mixed background, four were White British and two preferred not to say. Of these Trustees one identified as a D/deaf or disabled person or had a long-term health condition and five considered themselves not to be disabled, two preferred not to say and one was not known. One Trustee identified as neurodivergent. Six Trustees identified as heterosexual/straight, one as queer and two preferred not to say.

#### Volunteers

Our volunteering programmes are twofold – the first through our Steering Group who meet monthly and have developed their curating skills to the point where they are now confidently co-curating Our City Dances and other elements of our programme with us. This group ranges in age from 17-80. Many of them also identify as having protected characteristics. There were eight members of the Steering Group at 31 March 2024. Alongside this programme we also offer opportunities for local people to support our work during our festivals and programme activity, which can include supporting our artists, gathering evaluations from participants and audiences, and general onsite support. 13 people voluntarily supported our programmed activity over the course of the year. We have started to extend volunteering opportunities with new roles, such as stewarding for performances, which worked really well during our May Festival programme 2023.

## 5 Structure, governance and management

#### Charitable status

South East Dance is a charity registered with the Charity Commission. South East Dance exists to develop dance and support dance artists and practitioners in the South East region. The charitable objectives of South East

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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Dance are:

- (a) to promote, maintain, improve and advance education, particularly the promotion of educational dance projects and the production of educational dance and the general encouragement of the art of dance
- (b) to promote and develop for the benefit of the public the art of dance in the South East Region of the United Kingdom, as defined from time to time, nationally and internationally.

We confirm that, under the terms section 17 (5) of The Charities Act 2011, we have complied with our duty to have due regard to the public benefit guidance as published by The Charity Commission. All our charitable activities, highlighted in this report, are undertaken in furtherance of our charitable objects and for the public benefit.

The Board of South East Dance assesses its governance against the Charity Governance Code. How South East Dance worked in 2023-24 to achieve its charitable objectives and the public benefit thereof is outlined in sections 2-4 of this report.

### Governing documents

South East Dance is a company limited by guarantee governed by its Memorandum and Articles of Association. The company was incorporated on 16<sup>th</sup> September 1997. In March 2016, in consultation with and approval from the Charities Commission, the Trustees formally adopted an updated Memorandum and Articles of association for the company.

### Appointment of Trustees

As set out in the Articles of Association the Trustees nominate the Chair of the Trustees. Existing Trustees also nominate all potential Trustees. Nominees appointed by Trustees are subject to the appointment processes outlined in the Memorandum and Articles of Association.

### Trustee induction and training

Trustees receive an induction pack and have an orientation meeting with the Executive Director to brief them on their legal obligations, understanding of charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. Part of the Trustee induction procedure is to ensure that Trustees understand the declaration of interests process. All Trustees are required to complete a declaration of interest form annually and declaration of conflicts of interest is a standing item on all Board and sub-committee agendas.

### Trustees' responsibilities in relation to financial statements

The Trustees (who are also directors of South East Dance for the purposes of company law) are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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, 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 Statements of Recommended Practice (SORP)
- Make judgments and estimates that are reasonable and prudent

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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- State whether applicable UK Accounting Standards and SORP have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant information of which the charitable company's Independent Examiner is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The liability of the members is limited to a sum not exceeding £10, being the amount that each member undertakes to contribute to the assets of the charity in the event of its being wound up while they are a member or within one year after they cease to be a member. The total number of such guarantees at 31<sup>st</sup> March 2024 was nine. The Trustees are members of the charitable company but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

#### **Auditors**

The Trustees review the re-appointment of the Auditor annually. A resolution was proposed and agreed at the 29 November 2023 Board meeting that Sayer Vincent LLP be re-appointed as Independent Examiner for the charity for the ensuing year.

#### **Management**

Cath James as Artistic Director and Rachel Gibson as Executive Director are appointed by the Trustees to be jointly responsible for the management of the day-to-day operations of the company. To facilitate effective operations, the Artistic Director and Executive Directors have delegated authority, within terms approved by the Trustees, for delivering the agreed programme as defined within the current operational plan; this includes day-to-day responsibility for operational matters including finance, personnel and artistic related activity. Within the terms of South East Dance's Scheme of Delegation, the Artistic and Executive Directors work with the Senior Management Team to deliver the charity's activities. Any activity outside the remit of the approved operational plan, or course of action outside the remit of the Scheme of Delegation or approved policies and procedures, is referred to Trustees for discussion and approval, usually through the regular Trustee meetings.

The Board of Trustees administers the charity. The Trustees meet at least four times a year, with additional extraordinary meetings scheduled if required to deal with any additional decision-making.

In addition to the full Board the charitable company currently has two sub-committees. The Finance & Audit sub-committee reviews finance and risk management. The sub-committee meets four times a year and reports directly to the Board, the committee consists of five Trustees and is attended by three members of staff.

The Remuneration sub-committee has a rolling membership of at least three Trustees and meets once a year to review and approve staff remuneration levels for the coming year.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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### Remuneration policy for key management personnel

South East Dance has a written remuneration policy which was approved by the Board on 3 October 2017. The Remuneration Sub-Committee was established in January 2019 as a sub-committee of Trustees, meeting annually to review the remuneration policy, approve the salaries budget for the forthcoming year and scrutinise decisions. The salaries budget for 2023-24 was approved at the 18 January 2023 Remuneration Sub-Committee meeting, including remuneration for the senior Executive and Artistic roles. No employee at South East Dance receives a salary above £60,000 p.a. We do not employ interns without pay and we pay the Brighton Living Wage as a minimum. Pay rates are benchmarked regularly against sector pay movements and inflationary indices, although as a small charity affordability is a paramount consideration.

### Risk management

The Trustees have a risk management strategy that comprises:

- A review of the Risk Register at every meeting of the Finance and Audit sub-committee and the Board. The Risk Register is reviewed and updated by the Senior Leadership Team at least quarterly ahead of each F&A and Board meeting
- The establishment of systems and procedures to mitigate those risks identified in the register
- The implementation of procedures designed to minimise any potential impact to the charitable company should those risks materialise

### Fundraising practices review

All fundraising practices are framed within the values and principles of the organisation. We registered with the Fundraising Regulator in July 2019.

The fundraising team is internal and South East Dance does not currently use external professional fundraisers. We do not employ the services of any fundraising agencies or third parties, nor have we run telephone or door-to-door fundraising campaigns. Our relationship with our supporters is very important to us and we do not wish our supporters to feel under any undue pressure to donate to us. We do not make direct contact with the general public in any of our fundraising campaigns. Staff involved in fundraising are conversant with the Code of Fundraising Practice.

We have a Gift Acceptance policy which includes processes for due diligence on all donations and grants received. This policy is supported by a Gift Acceptance template, which ensures that clear parameters and responsibilities are formally agreed between partners. We have ensured we are in line with the GDPR data protection regulations and all other relevant codes of conduct. We received no complaints about our fundraising practices during the year.

## 6 Financial review

### Result for the year

Financially, South East Dance exceeded its financial projections. Operationally, the organisation incurred a deficit on unrestricted funds of £ (77,688) compared with a budgeted deficit of £ (85,633). General funds outturn was better than budgeted mainly due to savings in staffing costs.

Total income for the year amounted to £886,394 (2022/23 £1,247,412) and resources expended amounted to £1,176,805 (2022/23 £1,259,192), including those relating to The Dance Space.

Restricted depreciation incurred on The Dance Space totalled £105,363 (2022/23 £116,945 depreciation, £184,814 other expenditure).

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2024

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Full details of the work supported by this expenditure are contained in the foregoing sections of this report. The organisation's principal funders are shown in note 4 to the accounts.

At 31st March 2024 general fund reserves amounted to £241,023 (2022/23 £241,023), including free reserves of £231,863 (2022/23 £235,930).

At 31st March 2024 restricted funds of £80,632 were held to fund specific projects and activities as agreed with the relevant funders (2022/23 £265,680). This includes The Dance Space Post Opening Fund £19,309 (2022/23 £96,967) is restricted against potential losses of The Dance Space post-opening.

In addition, restricted funds totalling £1,343,843 were held at 31st March 2024 in respect of capitalised The Dance Space spend (2022/23 £1,449,204).

#### **Reserves policy**

The Trustees of South East Dance have a policy of holding reserves to provide resilience, to enable the charity to respond to opportunities and protect it against situations in which it might be financially vulnerable such as the current economic climate or changes in funding. The level of reserves is calculated on the basis of three months' operating expenditure.

Based on the budgeted expenditure for 2024-25 the policy calls for general funds reserve of £217,436 compared with an actual current level of reserves of £241,023.

The Trustees are conscious of the potential impact of the operational cost of running The Dance Space on the charitable company and have through long-term financial planning sought to mitigate potential risks.

The Dance Space post-opening designated fund is in addition to the general reserve of £241,023. The Dance Space post-opening fund has supported the planned budgeted deficit in 2022/23 and 2023/24 and the remaining balance of £19,309 will continue to support the planned budget deficit for 2024/25 as South East Dance establishes a new business model in The Dance Space.

#### **Going concern**

Having made due enquiries and having paid particular regard to the matters outlined in Section 3 of this report the Trustees consider that there are no material uncertainties as to the charitable company's ability to continue as a going concern.

# 7 Thanks

We would like to acknowledge the long-term commitment of our key funders, as well as everyone that has supported or worked with us over the past year. Thanks to your belief in our vision, we can continue to share our passion for dance with the communities, artists and the wide range of audiences we work with. Simply put: nothing we do would be possible without you. Thank you.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Funders, Donors &amp; Supporters</b><br><br><b>Public Funders</b><br>Arts Council England<br>Brighton & Hove City Council<br><br><b>Trusts &amp; Foundations</b><br>The Arts Society<br>Big Give Arts for Impact Fund<br>Chapman Charitable Trust<br>Ernest Kleinwort Charitable Trust<br>Fenton Arts Trust<br>The Pebble Trust<br>The 29 May 1961 Charity<br><br><b>Corporate Supporters</b><br>Electric Square<br>Legal & General plc                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>The Dance Space Funders &amp; Donors</b><br>Arts Council England<br>Brighton & Hove City Council<br>Chalk Cliff Trust<br>Esmée Fairbairn Foundation<br>Garfield Weston Foundation<br>Nesta (Arts Impact Fund)<br>Paul Hamlyn Foundation<br>The Pebble Trust<br>Rampion Community Benefit Fund<br>Wolfson Foundation<br>The 29 May 1961 Charity<br><br>Sir Rod & Lady Carol Aldridge<br>The late Bob Lockyer OBE<br>Lindsay & Sarah Tomlinson<br><br>and all those who wish to remain anonymous                                                                                                                                                                                                                                                                                                                                                        |
| <b>Project Partners</b><br>Armunia: Tuscany IT<br>Artisti.Associati: Gorizia IT<br>Arts Award<br>Artsmark<br>Attenborough Centre for the Creative Arts<br>Brighton Fringe<br>Brighton & Hove City Council - Seniors Housing & Active for Life<br>Brighton Dome & Brighton Festival<br>Brighton MET College<br>Brighton Seafront<br>Brighton Unemployment Centre's Families Project<br>Brighton Youth Centre<br>Cinecity Brighton Independent Film Festival<br>DanceEast<br>Dansehallerne Copenhagen<br>Dance City<br>Dance Makers Collective, Sydney<br>Dance Reading<br>Dance Woking<br>Dance Umbrella<br>Edinburgh International Children's Festival<br>FABRIC<br>Festival Quartiers Danses, Montreal<br>FilmHub SouthEast<br>Flexer & Sandiland<br>Fuorimargine Sardegna<br>Italian Cultural Institute<br>Korean Cultural Centre<br>London International Screendance Festival<br>S'ALA – Fuorimargine Sardegna IT<br>Marlborough Productions<br>Motus, MK<br>Move South East | National Youth Dance Company<br>New Italian Dance Platform<br>National Youth Ballet Company<br>One Dance UK<br>Oxford City Council<br>Parable Dance<br>Pavilion Dance South West<br>People Dancing<br>Project Female<br>Puffin Community Nursery<br>Québec Government Office<br>Second Hand Dance<br>Screen archive south east<br>Spark Arts<br>Strike a Light Festival<br>Sydney Dance Company<br>Sydney De Haan Research Centre<br>Take Art<br>Tandemworks<br>Turner Children's Centre<br>Turner Community Project<br>The Lowry, Salford<br>The Old Market<br>The Place<br>Three Score Dance Company<br>Trust For Developing Communities<br>UK Dance Network<br>University of Bath Spa<br>University of Brighton<br>University of Chichester<br>University of Canterbury, Christchurch<br>University of Sussex<br>Worthing Theatres<br>Yorkshire Dance |

## 8 Financial statements and reports

The financial report and accounts follow, including:

- Independent examiner's report
- Financial statements for the year

This report and accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006) respectively. Approved by the Board, on the recommendation of Finance and Audit Sub-Committee, on 9 October 2024 and signed on behalf of the charitable company by:

**Name: Maureen Salmon**

**Title: Chair of the Board of Trustees**

Signed by order of the charity Trustees  
South East Dance

9 October 2024

## Independent examiner's report to the trustees of South East Dance Limited

I report to the trustees on my examination of the accounts of South East Dance Limited for the year ended 31 March 2024.

This report is made solely to the trustees as a body, in accordance with the Charities Act 2011. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for my examination, for this report, or for the opinions I have formed.

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

As the charity trustees of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

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

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

- 1 Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2 The accounts do not accord with those records; or
- 3 The accounts do not comply with the requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 : The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities; or

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

Signed:

Name: Judith Miller, FCA

Address: Sayer Vincent LLP, 110 Golden Lane, London, EC1Y 0TG

Date: 8 November 2024

## South East Dance Limited

### Statement of financial activities (incorporating an income and expenditure account) For the year ended 31 March 2024

|                                                                           |      | Unrestricted    | Restricted       | 2024<br>Total    | Unrestricted    | Restricted       | 2023<br>Total    |
|---------------------------------------------------------------------------|------|-----------------|------------------|------------------|-----------------|------------------|------------------|
|                                                                           | Note | £               | £                | £                | £               | £                | £                |
| <b>Income from:</b>                                                       |      |                 |                  |                  |                 |                  |                  |
| Donations and legacies                                                    | 3    | 581,951         | -                | <b>581,951</b>   | 598,805         | -                | 598,805          |
| Charitable activities                                                     |      |                 |                  |                  |                 |                  |                  |
| Artists development programme                                             | 4    | 2,313           | 24,062           | <b>26,375</b>    | 10,777          | 15,074           | 25,851           |
| Community and participation programme                                     | 4    | 105,799         | 71,179           | <b>176,978</b>   | 71,237          | 85,858           | 157,095          |
| Performances and events                                                   | 4    | 10,049          | 11,690           | <b>21,739</b>    | 4,262           | 9,952            | 14,214           |
| The Dance Space Capital Project                                           | 4    | -               | 9,732            | <b>9,732</b>     | -               | 407,057          | 407,057          |
| Investments                                                               | 5    | 69,619          | -                | <b>69,619</b>    | 44,390          | -                | 44,390           |
| <b>Total income</b>                                                       |      | <b>769,731</b>  | <b>116,663</b>   | <b>886,394</b>   | <b>729,471</b>  | <b>517,941</b>   | <b>1,247,412</b> |
| <b>Expenditure on:</b>                                                    |      |                 |                  |                  |                 |                  |                  |
| Raising funds                                                             | 6a   | 49,575          | -                | <b>49,575</b>    | 47,471          | -                | 47,471           |
| Charitable activities                                                     |      |                 |                  |                  |                 |                  |                  |
| Artists development programme                                             | 6a   | 173,581         | 136,718          | <b>310,299</b>   | 225,705         | 103,369          | 329,074          |
| Community and participation programme                                     | 6a   | 519,092         | 74,256           | <b>593,348</b>   | 370,309         | 61,662           | 431,971          |
| Performances and events                                                   | 6a   | 105,171         | 13,049           | <b>118,220</b>   | 141,018         | 7,899            | 148,917          |
| The Dance Space Capital Project                                           | 6a   | -               | 105,363          | <b>105,363</b>   | -               | 301,759          | 301,759          |
| <b>Total expenditure</b>                                                  |      | <b>847,419</b>  | <b>329,386</b>   | <b>1,176,805</b> | <b>784,503</b>  | <b>474,689</b>   | <b>1,259,192</b> |
| <b>Net income for the year and net movement on funds before transfers</b> |      | <b>(77,688)</b> | <b>(212,723)</b> | <b>(290,411)</b> | <b>(55,033)</b> | <b>43,252</b>    | <b>(11,781)</b>  |
| Transfers                                                                 |      | 77,688          | (77,688)         |                  | 55,033          | (55,033)         | -                |
| <b>Net net movement on funds</b>                                          | 7    | <b>-</b>        | <b>(290,411)</b> | <b>(290,411)</b> | <b>-</b>        | <b>(11,781)</b>  | <b>(11,781)</b>  |
| <b>Reconciliation of funds:</b>                                           |      |                 |                  |                  |                 |                  |                  |
| Total funds brought forward                                               |      | 241,023         | 1,714,884        | <b>1,955,907</b> | 241,023         | 1,726,665        | 1,967,688        |
| <b>Total funds carried forward</b>                                        |      | <b>241,023</b>  | <b>1,424,473</b> | <b>1,665,496</b> | <b>241,023</b>  | <b>1,714,884</b> | <b>1,955,907</b> |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 16 (a) to the financial statements.

# South East Dance Limited

Company no. 03434501

## Balance sheet

As at 31 March 2024

|                                                | Note   | 2024<br>£        | 2023<br>£        |
|------------------------------------------------|--------|------------------|------------------|
| <b>Fixed assets:</b>                           |        |                  |                  |
| Tangible assets                                | 12     | 1,353,001        | 1,454,297        |
|                                                |        | <u>1,353,001</u> | <u>1,454,297</u> |
| <b>Current assets:</b>                         |        |                  |                  |
| Debtors                                        | 13     | 36,537           | 47,068           |
| Cash at bank and in hand                       |        | 347,842          | 547,600          |
|                                                |        | <u>384,379</u>   | <u>594,668</u>   |
| <b>Liabilities:</b>                            |        |                  |                  |
| Creditors: amounts falling due within one year | 14     | 71,884           | 93,058           |
| <b>Net current assets</b>                      |        | <u>312,495</u>   | <u>501,610</u>   |
| <b>Total assets less current liabilities</b>   |        | <u>1,665,496</u> | <u>1,955,907</u> |
| <b>Total net assets</b>                        | 15     | <u>1,665,496</u> | <u>1,955,907</u> |
| <b>The funds of the charity:</b>               | 16 (a) |                  |                  |
| Restricted income funds                        |        | 1,424,473        | 1,714,884        |
| Unrestricted income funds:                     |        |                  |                  |
| General funds                                  |        | 241,023          | 241,023          |
| <b>Total unrestricted funds</b>                |        | <u>241,023</u>   | <u>241,023</u>   |
| <b>Total charity funds</b>                     |        | <u>1,665,496</u> | <u>1,955,907</u> |

For the year ending 31st March 2024, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the trustees on 9th October 2024 and signed on their behalf by

Maureen Salmon  
Chair Trustee

# South East Dance Limited

## Statement of cash flows

For the year ended 31 March 2024

|                                                        | Note | 2024<br>£ | 2023<br>£ |
|--------------------------------------------------------|------|-----------|-----------|
| Cash flows from operating activities                   | 17   |           |           |
| Net cash provided by operating activities              |      | (193,288) | 125,613   |
| Cash flows from investing activities:                  |      |           |           |
| Purchase of fixed assets                               |      | (6,470)   | (235,889) |
| Net cash (used) provided by investing activities       |      | (6,470)   | (235,889) |
| Cash flows from financing activities:                  |      |           |           |
| Repayments of borrowing                                |      | -         | (29,635)  |
| Net cash provided by financing activities              |      | -         | (29,635)  |
| Change in cash and cash equivalents in the year        |      | (199,758) | (139,911) |
| Cash and cash equivalents at the beginning of the year |      | 547,600   | 687,511   |
| Cash and cash equivalents at the end of the year       | 18   | 347,842   | 547,600   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

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### 1 Accounting policies

#### a) Statutory information

South East Dance Limited is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address is The Dance Space; 2 Market Square; Circus Street; Brighton; BN2 9AS.

#### b) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### c) Charitable status

The charitable company meets the definition of a public benefit entity under FRS 102.

#### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

### 1 Accounting policies (continued)

#### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ▣ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- ▣ Expenditure on charitable activities includes the costs of programme and project activity undertaken to further the purposes of the charity and their associated support costs;
- ▣ Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on project expenditure, of the amount attributable to each activity:

|                                         |     |
|-----------------------------------------|-----|
| ▣ Artists development programme         | 30% |
| ▣ Community and participation programme | 58% |
| ▣ Performances and events               | 12% |

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

#### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £750. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

|                                  |          |
|----------------------------------|----------|
| • Computer IT equipment          | 3 years  |
| • Equipment & Furniture          | 5 years  |
| • Fixtures & Fittings            | 10 years |
| • The Dance Space Building Costs | 39 years |

#### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

### 1 Accounting policies (continued)

#### o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### p) Pensions

The company contributes to each employee's Individual Personal Pension plan.

#### q) Trading subsidiary

On 13th November 2019, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited (Company No 11674921). The company was dormant for the period to 31st March 2023 and the year ended 31st March 2024 and accordingly its profit and loss account and balance sheet are not included in the accounts of South East Dance.

### 2 Detailed comparatives for the statement of financial activities

|                                                               | Unrestricted<br>£ | Restricted<br>£  | 2023<br>Total<br>£ |
|---------------------------------------------------------------|-------------------|------------------|--------------------|
| <b>Income from:</b>                                           |                   |                  |                    |
| Donations and legacies                                        | 598,805           | -                | 598,805            |
| Charitable activities                                         | 86,276            | 517,941          | 604,217            |
| Investments                                                   | 1,203             | -                | 1,203              |
| <b>Total income</b>                                           | <b>686,284</b>    | <b>517,941</b>   | <b>1,204,225</b>   |
| <b>Expenditure on:</b>                                        |                   |                  |                    |
| Raising funds                                                 | 47,471            | -                | 47,471             |
| Charitable activities                                         | 737,032           | 172,930          | 909,962            |
| The Dance Space                                               | -                 | 301,759          | 301,759            |
| <b>Total expenditure</b>                                      | <b>784,503</b>    | <b>474,689</b>   | <b>1,259,192</b>   |
| <b>Net income before gains / (losses) on investments</b>      | <b>(55,033)</b>   | <b>43,252</b>    | <b>(11,781)</b>    |
| Transfers                                                     | 55,033            | (55,033)         | -                  |
| <b>Net expenditure for the year and net movement in funds</b> | <b>-</b>          | <b>(11,781)</b>  | <b>(11,781)</b>    |
| <b>Total funds brought forward</b>                            | <b>241,023</b>    | <b>1,726,665</b> | <b>1,967,688</b>   |
| <b>Total funds carried forward</b>                            | <b>241,023</b>    | <b>1,714,884</b> | <b>1,955,907</b>   |

### 3 Income from donations and legacies

|                                               | Unrestricted<br>£ | Restricted<br>£ | 2024<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total<br>£ |
|-----------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| Legacies                                      | -                 | -               | -                  | -                 | -               | -                  |
| Donated services                              | -                 | -               | -                  | -                 | -               | -                  |
| <i>Grants receivable for core activities:</i> |                   |                 |                    |                   |                 |                    |
| Arts Council England - National Portfolio     | 580,660           | -               | 580,660            | 580,660           | -               | 580,660            |
| Legal & General                               | -                 | -               | -                  | 18,000            | -               | 18,000             |
|                                               | -                 | -               | -                  | -                 | -               | -                  |
| Other donations                               | 1,291             | -               | 1,291              | 145               | -               | 145                |
|                                               | 581,951           | -               | 581,951            | 598,805           | -               | 598,805            |

## South East Dance Limited

### Notes to the financial statements

For the year ended 31 March 2024

#### 4 Income from charitable activities

|                                                     | Unrestricted<br>£ | Restricted<br>£ | 2024<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total<br>£ |
|-----------------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <b>Artists development programme</b>                |                   |                 |                    |                   |                 |                    |
| Arts Council England                                | -                 | 11,980          | <b>11,980</b>      | -                 | -               | -                  |
| Ragdoll Foundation                                  | -                 | 3,000           | <b>3,000</b>       | -                 | 12,000          | 12,000             |
| Little Big Dance Performance Fees                   | 2,064             | 6,032           | <b>8,096</b>       | 10,777            | -               | 10,777             |
| The Arts Society                                    | -                 | 3,000           | <b>3,000</b>       | -                 | -               | -                  |
| Abderrahim Crickmay Charitable Settlement           | -                 | -               | -                  | -                 | 1,500           | 1,500              |
| Jamie Watton Fund Donations                         | -                 | 50              | <b>50</b>          | -                 | 1,088           | 1,088              |
| Donations                                           | -                 | -               | -                  | -                 | 148             | 148                |
| Other project income                                | 249               | -               | <b>249</b>         | -                 | 338             | 338                |
| Sub-total for Artists development programme         | 2,313             | 24,062          | <b>26,375</b>      | 10,777            | 15,074          | 25,851             |
| <b>Community and participation programme</b>        |                   |                 |                    |                   |                 |                    |
| Studio and Room Hires                               | 89,829            | -               | <b>89,829</b>      | 61,477            | -               | 61,477             |
| Curated Classes                                     | 14,173            | -               | <b>14,173</b>      | 7,760             | -               | 7,760              |
| Brighton & Hove City Council                        | -                 | 44,376          | <b>44,376</b>      | -                 | 44,376          | 44,376             |
| Esmée Fairbairn Foundation                          | -                 | -               | -                  | -                 | -               | -                  |
| Maria Bjornson Memorial Fund                        | -                 | -               | -                  | -                 | 12,954          | 12,954             |
| Marlborough Productions                             | -                 | -               | -                  | -                 | 10,822          | 10,822             |
| Chalk Cliff Trust                                   | -                 | -               | -                  | -                 | 5,000           | 5,000              |
| Ernest Kleinworth Charitable Trust                  | -                 | 10,000          | <b>10,000</b>      | -                 | 5,000           | 5,000              |
| The 29th 1961 Charitable Trust                      | -                 | 5,000           | <b>5,000</b>       | -                 | 5,000           | 5,000              |
| The Chapman Charitable Trust                        | -                 | 2,000           | <b>2,000</b>       | -                 | -               | -                  |
| Legal & General                                     | -                 | 3,000           | <b>3,000</b>       | 2,000             | -               | 2,000              |
| Pebble Trust                                        | -                 | 4,997           | <b>4,997</b>       | -                 | 2,000           | 2,000              |
| Donations                                           | -                 | 8               | <b>8</b>           | -                 | 380             | 380                |
| Other project income                                | 1,797             | 1,798           | <b>3,595</b>       | -                 | 326             | 326                |
| Sub-total for Community and participation programme | 105,799           | 71,179          | <b>176,978</b>     | 71,237            | 85,858          | 157,095            |
| <b>Performances and events</b>                      |                   |                 |                    |                   |                 |                    |
| Garrick Charitable Trust                            | -                 | -               | -                  | -                 | 5,000           | 5,000              |
| Tickets Events                                      | 10,049            | -               | <b>10,049</b>      | 4,262             | -               | 4,262              |
| Leche Trust                                         | -                 | 2,000           | <b>2,000</b>       | -                 | -               | -                  |
| Other project income                                | -                 | 9,690           | <b>9,690</b>       | -                 | 4,952           | 4,952              |
| Sub-total for Performances and events               | 10,049            | 11,690          | <b>21,739</b>      | 4,262             | 9,952           | 14,214             |
| <b>The Dance Space</b>                              |                   |                 |                    |                   |                 |                    |
| Arts Council England                                | -                 | -               | -                  | -                 | 406,157         | 406,157            |
| 3rd Party Insurance Claim                           | -                 | 9,732           | <b>9,732</b>       | -                 | -               | -                  |
| Own Your Seat                                       | -                 | -               | -                  | -                 | 900             | 900                |
| Sub-total for The Dance Space                       | -                 | 9,732           | <b>9,732</b>       | -                 | 407,057         | 407,057            |
| Total income from charitable activities             | 118,161           | 116,663         | <b>234,824</b>     | 86,276            | 517,941         | 604,217            |

Rental income for 2022-23 £43,187 was included in Studio and Room Hires for 2023. Studio and Room Hires for 2023 has been reduced by £43,187 from £104,664 to £61,477 and the Rental income for 2023 has been increased from £nil to £43,187 (see Note 5)

South East Dance Limited

Notes to the financial statements  
For the year ended 31 March 2024

5 Income from investments

|                  | 2024         |            |        | 2023         |            |        |
|------------------|--------------|------------|--------|--------------|------------|--------|
|                  | Unrestricted | Restricted | Total  | Unrestricted | Restricted | Total  |
|                  | £            | £          | £      | £            | £          | £      |
| Rental Income    | 64,261       | -          | 64,261 | 43,187       |            | 43,187 |
| UK bank interest | 5,358        | -          | 5,358  | 1,203        | -          | 1,203  |
|                  |              |            |        |              |            |        |
|                  | 69,619       | -          | 69,619 | 44,390       | -          | 44,390 |

## South East Dance Limited

### Notes to the financial statements

For the year ended 31 March 2024

#### 6a Analysis of expenditure (current year)

|                               | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                  |                  |
|-------------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|------------------|------------------|
|                               | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2024 Total<br>£  | 2023 Total<br>£  |
| Staff costs (Note 8)          | 48,614                     | 82,361                             | 307,410                                    | 22,089                       | -                    | -                     | 110,999            | 571,473          | 566,473          |
| Consultants                   | -                          | -                                  | -                                          | -                            | -                    | -                     | 1,272              | 1,272            | 13,536           |
| Other staffing costs          | -                          | -                                  | -                                          | -                            | -                    | -                     | 8,199              | 8,199            | 9,443            |
| Building overheads            | -                          | -                                  | -                                          | -                            | -                    | -                     | 178,469            | 178,469          | 146,872          |
| Operational overheads         | 960                        | -                                  | -                                          | -                            | -                    | -                     | 33,417             | 34,377           | 37,239           |
| Communications                | -                          | -                                  | -                                          | -                            | -                    | -                     | 23,250             | 23,250           | 28,461           |
| Projects and activities       | -                          | 114,905                            | 69,798                                     | 53,067                       | -                    | -                     | -                  | 237,770          | 207,199          |
| Other                         | -                          | -                                  | -                                          | -                            | -                    | -                     | 1,294              | 1,294            | 3,927            |
| Professional fee              | -                          | -                                  | -                                          | -                            | -                    | 5,899                 | -                  | 5,899            | 6,084            |
| Legal costs                   | -                          | -                                  | -                                          | -                            | -                    | 6,372                 | -                  | 6,372            | -                |
| Trustee and Board costs       | -                          | -                                  | -                                          | -                            | -                    | 3,066                 | -                  | 3,066            | 4,806            |
| The Dance Space               | -                          | -                                  | -                                          | -                            | 105,363              | -                     | -                  | 105,363          | 234,905          |
| Finance costs                 | -                          | -                                  | -                                          | -                            | -                    | -                     | -                  | -                | 248              |
|                               | 49,574                     | 197,266                            | 377,208                                    | 75,156                       | 105,363              | 15,337                | 356,900            | 1,176,804        | 1,259,193        |
| Support costs                 | -                          | 108,376                            | 207,234                                    | 41,290                       | -                    | -                     | (356,900)          | -                | -                |
| Governance costs              | -                          | 4,657                              | 8,906                                      | 1,774                        | -                    | (15,337)              | -                  | -                | -                |
| <b>Total expenditure 2024</b> | <b>49,574.00</b>           | <b>310,299.00</b>                  | <b>593,348.00</b>                          | <b>118,220.00</b>            | <b>105,363.00</b>    | <b>-</b>              | <b>-</b>           | <b>1,176,804</b> | <b>1,259,193</b> |
| Total expenditure 2023        | 47,471                     | 329,074                            | 431,971                                    | 148,917                      | 301,759              | -                     | -                  | 1,259,192        | -                |

Of the total expenditure, £847,418 was unrestricted (2023: £784,503) and £329,386 was restricted (2023: £474,689).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

### 6b Analysis of expenditure (Prior year)

|                         | Charitable activities            |                                          |                                                  |                                 |                            |                          |                       |                    |
|-------------------------|----------------------------------|------------------------------------------|--------------------------------------------------|---------------------------------|----------------------------|--------------------------|-----------------------|--------------------|
|                         | Cost of<br>raising<br>funds<br>£ | Artists<br>development<br>programme<br>£ | Community and<br>participation<br>programme<br>£ | Performances<br>and events<br>£ | The<br>Dance<br>Space<br>£ | Governance<br>costs<br>£ | Support<br>costs<br>£ | 2023<br>Total<br>£ |
| Staff costs (Note 8)    | 46,728                           | 93,833                                   | 201,057                                          | 35,473                          | 66,854                     | -                        | 122,528               | <b>566,473</b>     |
| Consultants             | -                                | -                                        | -                                                | -                               | -                          | -                        | 13,536                | <b>13,536</b>      |
| Other staffing costs    | -                                | -                                        | -                                                | -                               | -                          | -                        | 9,443                 | <b>9,443</b>       |
| Building overheads      | -                                | -                                        | -                                                | -                               | -                          | -                        | 146,872               | <b>146,872</b>     |
| Operational overheads   | 743                              | -                                        | -                                                | -                               | -                          | -                        | 36,496                | <b>37,239</b>      |
| Communications          | -                                | -                                        | -                                                | -                               | -                          | -                        | 28,461                | <b>28,461</b>      |
| Projects and activities | -                                | 100,568                                  | 54,130                                           | 52,500                          | -                          | -                        | -                     | <b>207,199</b>     |
| Other                   | -                                | -                                        | -                                                | -                               | -                          | -                        | 3,927                 | <b>3,927</b>       |
| Professional fee        | -                                | -                                        | -                                                | -                               | -                          | 6,084                    | -                     | <b>6,084</b>       |
| Legal costs             | -                                | -                                        | -                                                | -                               | -                          | -                        | -                     | <b>-</b>           |
| Trustee and Board costs | -                                | -                                        | -                                                | -                               | -                          | 4,806                    | -                     | <b>4,806</b>       |
| The Dance Space         | -                                | -                                        | -                                                | -                               | 234,905                    | -                        | -                     | <b>234,905</b>     |
| Finance costs           | -                                | -                                        | -                                                | -                               | -                          | -                        | 248                   | <b>248</b>         |
|                         | <b>47,471</b>                    | <b>194,401</b>                           | <b>255,187</b>                                   | <b>87,973</b>                   | <b>301,759</b>             | <b>10,890</b>            | <b>361,511</b>        | <b>1,259,193</b>   |
| Support costs           | -                                | 130,735                                  | 171,614                                          | 59,162                          | -                          | -                        | (361,511)             | <b>-</b>           |
| Governance costs        | -                                | 3,938                                    | 5,170                                            | 1,782                           | -                          | (10,890)                 | -                     | <b>( )</b>         |
| Total expenditure 2023  | <b>47,471</b>                    | <b>329,074</b>                           | <b>431,971</b>                                   | <b>148,917</b>                  | <b>301,759</b>             | <b>-</b>                 | <b>-</b>              | <b>1,259,193</b>   |

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2024

### 7 Net income for the year

This is stated after charging:

|                                             | 2024<br>£ | 2023<br>£ |
|---------------------------------------------|-----------|-----------|
| Depreciation                                | 107,766   | 121,971   |
| Interest payable                            | -         | 248       |
| Auditor's fee (excluding VAT):              |           |           |
| Audit - prior year fee                      | -         | 10,800    |
| Independent examiner's fee (excluding VAT): |           |           |
| Independent examination - current year fee  | 5,500     | -         |

### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

|                                                                 | 2024<br>£      | 2023<br>£      |
|-----------------------------------------------------------------|----------------|----------------|
| Salaries and wages                                              | 513,931        | 508,569        |
| Social security costs                                           | 41,393         | 40,759         |
| Employer's contribution to defined contribution pension schemes | 15,509         | 14,292         |
| Other staff costs                                               | 640            | 2,853          |
|                                                                 | <b>571,473</b> | <b>566,473</b> |

No employee earned more than £60,000 during the year (2023: nil).

The total employee costs including pension contributions and employers NIC for the key management personnel were £121,366 (2023: £119,701).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £742 (2023: £2,684) incurred by 4 (2023: 6) members relating to attendance at meetings of the trustees.

### 9 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

|                                       | 2024<br>No. | 2023<br>No. |
|---------------------------------------|-------------|-------------|
| Raising funds                         | 1           | 1           |
| Artists development programme         | 4           | 4           |
| Community and participation programme | 8           | 8           |
| Performances and events               | 2           | 2           |
| The Dance Space Capital Project       | -           | 3           |
| Support                               | 3           | 3           |
|                                       | <b>18</b>   | <b>21</b>   |

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2024

### 10 Related party transactions

Second Hand Dance and Flexer & Sandiland and are related to the charity by virtue of having trustees in common. Two South East Dance trustees is also related to The Charleston Trust and Stopgap Dance Company as employees. During the year the charity received income of £1,813 (2023:£1,026) and incurred expenditure of £5,325 (2023:£1,664) from the 4 related parties.

Aggregate donations from trustees were £150 in 2024 (2023: £458). There were no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 11 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 12 Tangible fixed assets

|                               | Computer IT<br>equipment<br>£ | Equipment &<br>Furniture<br>£ | Fixtures &<br>Fittings<br>£ | Building Costs<br>The Dance<br>Space<br>£ | Total<br>£       |
|-------------------------------|-------------------------------|-------------------------------|-----------------------------|-------------------------------------------|------------------|
| <b>Cost or valuation</b>      |                               |                               |                             |                                           |                  |
| At the start of the year      | 31,555                        | 166,894                       | 342,550                     | 1,035,808                                 | <b>1,576,807</b> |
| Additions in year             | 2,539                         | 1,529                         | 2,402                       |                                           | <b>6,470</b>     |
| Disposals in year             | -                             | -                             | (9,733)                     | -                                         | <b>(9,733)</b>   |
| At the end of the year        | <b>34,094</b>                 | <b>168,423</b>                | <b>335,219</b>              | <b>1,035,808</b>                          | <b>1,573,544</b> |
| <b>Depreciation</b>           |                               |                               |                             |                                           |                  |
| At the start of the year      | 26,916                        | 34,770                        | 34,258                      | 26,566                                    | <b>122,510</b>   |
| Charge for the year           | 5,215                         | 33,708                        | 42,284                      | 26,559                                    | <b>107,766</b>   |
| Eliminated on disposal        | -                             | -                             | (9,733)                     | -                                         | <b>(9,733)</b>   |
| At the end of the year        | <b>32,131</b>                 | <b>68,478</b>                 | <b>66,809</b>               | <b>53,125</b>                             | <b>220,543</b>   |
| <b>Net book value</b>         |                               |                               |                             |                                           |                  |
| <b>At the end of the year</b> | <b>1,963</b>                  | <b>99,945</b>                 | <b>268,410</b>              | <b>982,683</b>                            | <b>1,353,001</b> |
| At the start of the year      | 4,639                         | 132,124                       | 308,292                     | 1,009,242                                 | 1,454,297        |

All of the above assets are used for charitable purposes.

SED holds a 40-year lease of The Dance Space at peppercorn rent which commenced in December 2021. The lease is granted by Brighton and Hove City Council. SED bears the responsibility of repairs and maintenance of the building for the duration of the lease. Due to the specialist nature of the building, it is not practical to assess a market value of a similar property in the local area. For this reason, no value has been recognised in the financial statements in relation of the lease.

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2024

### 13 Debtors

|                | 2024<br>£     | 2023<br>£     |
|----------------|---------------|---------------|
| Trade debtors  | 28,624        | 9,886         |
| Prepayments    | 7,853         | 18,560        |
| VAT Receivable | -             | 3,653         |
| Accrued Income | 60            | 14,969        |
|                | <b>36,537</b> | <b>47,068</b> |

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

|                              | 2024<br>£     | 2023<br>£     |
|------------------------------|---------------|---------------|
| Trade creditors              | 6,544         | 23,399        |
| Taxation and social security | 10,529        | 11,156        |
| Other creditors              | 30,529        | 24,948        |
| Accruals                     | 24,282        | 33,555        |
|                              | <b>71,884</b> | <b>93,058</b> |

### 15 (a) Analysis of net assets between funds 2024

|                       | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2024<br>£ |
|-----------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets | 9,160                        | 1,343,841        | 1,353,001                |
| Net current assets    | 231,863                      | 80,632           | 312,495                  |
|                       | <b>241,023</b>               | <b>1,424,473</b> | <b>1,665,496</b>         |

Net assets at the end of the year 2023

### 15 (b) Analysis of net assets between funds 2023

|                       | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2023<br>£ |
|-----------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets | 5,093                        | 1,449,204        | 1,454,297                |
| Net current assets    | 235,930                      | 265,680          | 501,610                  |
|                       | <b>241,023</b>               | <b>1,714,884</b> | <b>1,955,907</b>         |

Net assets at the end of the year 2022

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2024

### 16 (a) Movement in funds 2024

|                                           | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2024<br>£ |
|-------------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>                  |                                  |                                       |                                        |                 |                            |
| Little Big Dance                          | 101,643                          | 18,012                                | (119,655)                              | -               | -                          |
| Older Adults Activity                     | -                                | 14,997                                | -                                      | -               | 14,997                     |
| TheWelcomeProject2                        | 15,345                           | 44,383                                | (46,250)                               | (2,065)         | 11,413                     |
| Emerging Creative Producers               | 12,000                           | 3,000                                 | (15,000)                               | -               | -                          |
| Maria Bjornson Memorial Fund              | 11,161                           | -                                     | (11,161)                               | -               | -                          |
| Radical Rhizomes                          | 6,492                            | -                                     | (4,512)                                | (1,980)         | -                          |
| Propel - Young Talent Programme           | 5,000                            | 5,000                                 | (2,998)                                | (333)           | 6,669                      |
| Chalk Cliff Our City Dance                | 5,000                            | -                                     | (5,000)                                | -               | -                          |
| Flourish Activity                         | 1,733                            | 3,050                                 | (1,500)                                | -               | 3,283                      |
| Legal & General                           | -                                | 3,000                                 | (393)                                  | -               | 2,607                      |
| Chapman Charitable Trust                  | -                                | 2,000                                 | -                                      | -               | 2,000                      |
| Networks MSE                              | 2,151                            | -                                     | (357)                                  | -               | 1,794                      |
| RAPPORT                                   | 3,321                            | 6,562                                 | (8,602)                                | -               | 1,281                      |
| Pebble Trust Our City Dance               | 2,000                            | -                                     | (2,000)                                | -               | -                          |
| Mapdance                                  | -                                | -                                     | 863                                    | -               | 863                        |
| Mind the Gap                              | 1,500                            | -                                     | (565)                                  | (250)           | 685                        |
| Mid Career Artists                        | 600                              | -                                     | (600)                                  | -               | -                          |
| YP - AALN                                 | 480                              | -                                     | (480)                                  | -               | -                          |
| YP U.Dance                                | 286                              | 120                                   | 93                                     | -               | 499                        |
| Ark School Dance                          | -                                | 1,559                                 | (1,559)                                | -               | -                          |
| C&P Activity                              | -                                | 120                                   | (120)                                  | -               | -                          |
| Commissions                               | -                                | -                                     | 500                                    | (500)           | -                          |
| Festivals and Conferences                 | -                                | 2,702                                 | (2,702)                                | -               | -                          |
| May Festival                              | -                                | 1,750                                 | (1,750)                                | -               | -                          |
| P&E Activity                              | -                                | 676                                   | (676)                                  | -               | -                          |
| Curated Events                            | -                                | -                                     | 400                                    | (400)           | -                          |
| Restricted Building Fund                  | -                                | -                                     | -                                      | 15,230          | 15,230                     |
| TDS Post Opening Fund                     | 96,967                           | -                                     | -                                      | (77,658)        | 19,309                     |
| <b>Total Programmes</b>                   | <b>265,679</b>                   | <b>106,931</b>                        | <b>(224,024)</b>                       | <b>(67,956)</b> | <b>80,630</b>              |
| <b>The Dance Space -capitalised asset</b> | <b>1,449,204</b>                 | <b>9,732</b>                          | <b>(105,361)</b>                       | <b>(9,732)</b>  | <b>1,343,843</b>           |
| <b>Total restricted funds</b>             | <b>1,714,884</b>                 | <b>116,663</b>                        | <b>(329,386)</b>                       | <b>(77,688)</b> | <b>1,424,473</b>           |
| <b>General funds</b>                      | <b>241,023</b>                   | <b>769,731</b>                        | <b>(847,419)</b>                       | <b>77,688</b>   | <b>241,023</b>             |
| <b>Total unrestricted funds</b>           | <b>241,023</b>                   | <b>769,731</b>                        | <b>(847,419)</b>                       | <b>77,688</b>   | <b>241,023</b>             |
| <b>Total funds</b>                        | <b>1,955,907</b>                 | <b>886,394</b>                        | <b>(1,176,805)</b>                     | <b>-</b>        | <b>1,665,496</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

Restrictions imposed:

- Little Big Dance funds are from Paul Hamlyn Foundation and Arts Council England and are restricted to the activity and events programme that supports choreographers and dancers to make captivating and diverse work for and with under-fives and their families, particularly those from marginalised backgrounds with little or no access to the arts. Originally this was a three year programme of activity. However, due to Covid the programme was significantly postponed and finished in February 2024
- The Welcome Project 2 is a continuation of Esmée Creative Communities project - in 2023/24 funds are from Brighton & Hove City Council, funds are restricted to activities and events designed to encourage more people to dance.
- The Dance Space capitalised assets are restricted.
- All other restricted funds are restricted to the artistic project to which they relate.

### 16 (b) Movement in funds 2023

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2023<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                 |                            |
| Little Big Dance                   | 204,767                          | 153                                   | (103,276)                              | -               | <b>101,643</b>             |
| TheWelcomeProject2                 | 17,528                           | 49,756                                | (51,939)                               | -               | <b>15,345</b>              |
| Emerging Creative Producers        | -                                | 12,000                                | -                                      | -               | <b>12,000</b>              |
| Maria Bjornson Memorial Fund       | -                                | 12,954                                | (1,793)                                | -               | <b>11,161</b>              |
| Radical Rhizomes                   | -                                | 10,822                                | (4,330)                                | -               | <b>6,492</b>               |
| Propel - Young Talent Programme    | -                                | 5,000                                 | -                                      | -               | <b>5,000</b>               |
| Chalk Cliff Our City Dance         | -                                | 5,000                                 | -                                      | -               | <b>5,000</b>               |
| RAPPORT                            | -                                | 8,260                                 | (4,939)                                | -               | <b>3,321</b>               |
| Networks MSE                       | 2,670                            | -                                     | (519)                                  | -               | <b>2,151</b>               |
| Pebble Trust Our City Dance        | -                                | 2,000                                 | -                                      | -               | <b>2,000</b>               |
| Flourish Activity                  | 374                              | 1,359                                 | -                                      | -               | <b>1,733</b>               |
| Mind the Gap                       | -                                | 1,500                                 | -                                      | -               | <b>1,500</b>               |
| Mid Career Artists                 | 630                              | -                                     | (30)                                   | -               | <b>600</b>                 |
| YP - AALN                          | 480                              | -                                     | -                                      | -               | <b>480</b>                 |
| YP U.Dance                         | -                                | 100                                   | 186                                    | -               | <b>286</b>                 |
| Festivals and conferences          | -                                | 1,150                                 | (1,150)                                | -               | -                          |
| ADP Activity                       | -                                | 63                                    | (63)                                   | -               | -                          |
| Aldridge Dance Programme           | 3,560                            | 227                                   | (3,786)                                | -               | -                          |
| P&E Activity                       | 629                              | -                                     | (629)                                  | -               | -                          |
| Brighton Screen Dance Festival     | 120                              | -                                     | (120)                                  | -               | -                          |
| The Dance Space performances       | -                                | 542                                   | (542)                                  | -               | -                          |
| TDS Post Opening Fund              | 152,000                          | -                                     | -                                      | (55,033)        | 96,967                     |
| <b>Total Programmes</b>            | <b>382,757</b>                   | <b>110,885</b>                        | <b>(172,930)</b>                       | <b>(55,033)</b> | <b>265,679</b>             |
| The Dance Space -capitalised asset | 1,335,369                        | 230,780                               | (116,945)                              | -               | <b>1,449,204</b>           |
| The Dance Space - revenue          | 8,538                            | 176,276                               | (184,814)                              | -               | -                          |
| <b>Total restricted funds</b>      | <b>1,726,664</b>                 | <b>517,941</b>                        | <b>(474,689)</b>                       | <b>(55,033)</b> | <b>1,714,884</b>           |
| <b>General funds</b>               | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>        | <b>241,023</b>             |
| <b>Total unrestricted funds</b>    | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>        | <b>241,023</b>             |
| <b>Total funds</b>                 | <b>1,960,815</b>                 | <b>1,119,809</b>                      | <b>(1,069,685)</b>                     | <b>(55,033)</b> | <b>1,955,907</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2024

### 17 Reconciliation of net (expenditure)/income to net cash flow from operating activities

|                                                                                                      | 2024      | 2023     |
|------------------------------------------------------------------------------------------------------|-----------|----------|
|                                                                                                      | £         | £        |
| Net (expenditure) /income for the reporting period<br>(as per the statement of financial activities) | (290,411) | (11,781) |
| Depreciation charges                                                                                 | 107,766   | 121,971  |
| (Increase)/ Decrease in debtors                                                                      | 10,531    | 15,877   |
| (Decrease)/ Increase in creditors                                                                    | (21,174)  | (454)    |
| Net cash provided by operating activities                                                            | (193,288) | 125,613  |

### 18 Analysis of cash and cash equivalents

|                                 | At 1 April 2023 | Cash flows | At 31 March<br>2024 |
|---------------------------------|-----------------|------------|---------------------|
|                                 | £               | £          | £                   |
| Cash at bank and in hand        | 547,600         | (199,758)  | 347,842             |
| Total cash and cash equivalents | 547,600         | (199,758)  | 347,842             |

### 20 Operating lease commitments

At the balance sheet date, there were no operating lease commitments (2023: £nil).

### 21 Contingent assets or liabilities

At the balance sheet date, there were no contingent assets or liabilities (2023: £nil).

### 22 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

The company is registered in England, registered number 03434501, and has its registered office at The Dance Space, 2 Market Square, Brighton, England, BN2 9AS.

The company is a registered charity, registration number 1064900.

**SOUTH EAST DANCE LIMITED**

England & Wales - Charity number 1064900

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# Accounts

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## South East Dance

### **Our vision**

Our vision is a world where everybody is empowered to create, take part in and enjoy dance in all its forms.

### **Our mission**

Our mission is to make dance happen for everybody. Dance that is bold and diverse. Dance that helps us make sense of the world we live in. Dance that makes a difference. We will support people to discover their own relationship with dance, working with them to create the kind of activities they want. And we will work with artists who are committed to taking creative risks, pushing boundaries and challenging perceptions of what dance is and can be.

## Trustees' Report and Financial Statements

For the year ended 31<sup>st</sup> March 2023

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office:** The Dance Space, 2 Market Square, Circus Street, Brighton BN2 9AS

Please contact [sedaccounts@southeastdance.org.uk](mailto:sedaccounts@southeastdance.org.uk)

to receive a copy of our annual report in large format

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## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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# 1 Reference and administrative information

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 3434501

**Charity no:** 1064900

**Registered Office and operational address:** The Dance Space, 2 Market Square, Circus Street, Brighton, BN2 9AS

**Trading Subsidiary Company Name:** South East Dance Trading Limited

**Registered Company no:** 11674921

On 13<sup>th</sup> November 2018, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited. The trading subsidiary was dormant for the period to 31<sup>st</sup> March 2023.

### Trustees:

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

| Name                   | Date Elected | Retirement Date<br>(if during 2022/23) |
|------------------------|--------------|----------------------------------------|
| Anna Christoforou      | 04.12.18     |                                        |
| Christine D'Cruz       | 08.03.12     | 06.06.22                               |
| Emma Thompson          | 02.12.19     |                                        |
| Eva Martinez           | 08.03.12     | 15.07.22                               |
| Gordon Mattocks        | 06.06.12     | 30.11.22                               |
| Isabel Mortimer        | 04.10.16     |                                        |
| John Struthers (Chair) | 04.12.18     | 06.10.22                               |
| Lily Norton            | 06.10.22     |                                        |
| Louise Zandstra        | 06.10.22     |                                        |
| Maureen Salmon (Chair) | 06.10.22     |                                        |
| Sian Thomas            | 22.01.15     |                                        |
| Subathra Subramaniam   | 06.10.22     |                                        |
| Vanessa Lefrancois     | 06.10.22     |                                        |
| Vicky Sword Daniels    | 06.10.22     |                                        |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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|                                 |                             |                                         |
|---------------------------------|-----------------------------|-----------------------------------------|
| <b>Key management personnel</b> | Cath James<br>Rachel Gibson | Artistic Director<br>Executive Director |
|---------------------------------|-----------------------------|-----------------------------------------|

|                |                                                                                                                                                                     |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bankers</b> | Metro Bank, 82 North Street, Brighton BN1 1ZA<br><br>Shawbrook Bank, Lutea House, Warley Hill Business Park, The Drive, Great Warley,<br>Brentwood, Essex, CM13 3BE |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                   |                                                    |
|-------------------|----------------------------------------------------|
| <b>Solicitors</b> | Harbottle & Lewis, 7 Savoy Court, London, WC2R 0EX |
|-------------------|----------------------------------------------------|

|                |                                                                                                                         |
|----------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>Auditor</b> | Sayer Vincent LLP, Chartered Accountants and Statutory Auditors, Invicta House,<br>108-114 Golden Lane, London EC1Y 0TL |
|----------------|-------------------------------------------------------------------------------------------------------------------------|

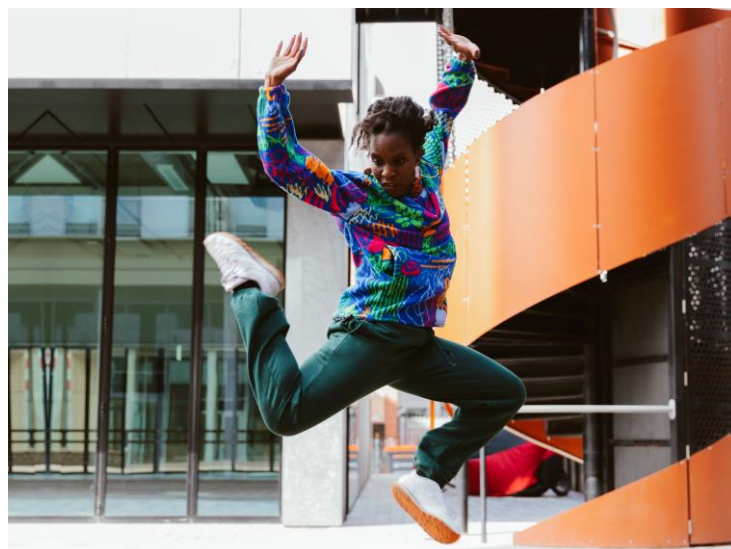
## 2 Welcome

### **Chair's welcome**

Welcome to our Annual Report for 2022/23 including the financial statements for the charity for the year ending 31<sup>st</sup> March 2023.

The public launch of The Dance Space, coinciding with the opening night of Our City Dances festival in July 2022, was a key milestone this year for South East Dance. The launch weekend included performances by a host of companies including Gravity & Levity, Joseph Toonga, Folk Dance Remixed, StopGap Dance, Drishti Dance, Brighton Morris, Three Score Dance and Lila Dance. It was followed by a whole week of taster classes giving our communities the chance to try out a variety of different dance styles and which culminated in a sell-out performance by Thick & Tight. We have since gone on to host artist residencies, begin a wide-ranging and diverse dance classes programme, as well as commission and present bold new work in this brand-new space for dance in Brighton.

The year has been a momentous one for us as we moved into, opened and launched The Dance Space. It was also been a year of huge change amongst our Board and staff. In October 2022 I was delighted to take on the role of Chair of the Board of Trustees and we were joined by five more new Trustees: Lily Norton, Louise Zandstra, Vanessa Lefrancois, Vicky Sword-Daniels and Subathra Subramaniam. Four of our Trustees stood down during the year: John Struthers, our former Chair; and former Trustees Christine D'Cruz, Eva Martinez and Gordon Mattocks. We are enormously grateful to John, Christine, Eva and Gordon for all the support and guidance they gave to South East Dance during their time on the Board.



Artist: Valerie Ebuwa  
Photograph: Rosie Powell

Of course, alongside all the work involved in opening and launching The Dance Space, we have also had to ensure that the long-term financial viability of the charity is maintained. I would like to thank my fellow Trustees, Cath James our Artistic Director, Rachel Gibson our Executive Director and the South East Dance team for their commitment and all their work through the year.

**Maureen Salmon, Chair, South East Dance**

# South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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## Artistic and Executive Directors' report

### Artistic programme

The highlight of our year was the opening of The Dance Space, a fantastic new resource for the city, for the dance sector and our local dance communities. We were finally in a position to deliver on the promise of The Dance Space that we have been working towards for over ten years. During the TEST period, prior to the formal public launch, we put the building through its paces by trialling activity with a variety of users. We invited local and regional artists use the spaces for rehearsals, we invited our partner organisations Parable Dance Company, Flexer & Sandiland Dance, and Three Score Dance Company to start their classes programmes in the studios. On top of this we trialled four public performances during the May festival period, in order to test our audience welcome processes as well as our technical and theatrical equipment. We gathered all the feedback from our TEST pilots and took appropriate actions to make our systems and the building itself a more welcoming, accessible and usable place to work and dance.

The public launch on the 15<sup>th</sup> July 2022 was also the opening night of a week-long free festival Our City Dances where we invited local audiences in to try free taster dance classes and sign up for the programme that would commence in earnest from September 2022. The launch week had sell-out shows and over 2550 people took engaged with classes and performances across the week.

The Autumn season launched our new Brighton Screendance Festival, which will take place every two years, in partnership with Cinacity, University of Brighton School of Media and Arts, Worthing Theatres and with Brighton MET College supporting on the live streaming capacity for the conference and evening Q&A with Dame Siobhan Davies who presented her latest work as part of the festival.

Spring saw the return of *undisciplined festival*, which has been paused since 2018, awaiting the opening of The Dance Space. This festival was a sell-out, using Pay What You Can to encourage audiences to take a risk on edgy new work, and to return more than once during the festival week. We were delighted by the responses, with audience members reporting that the festival was of huge importance as a place to see this work that pushes the boundaries of dance and choreography and what performance could be. We worked in partnership with Attenborough Centre for Creative Arts on the University of Surrey Campus, The Old Market in Hove and Brighton Seafront. This programme will also be biennial.

Despite our focus on getting into and opening The Dance Space, we continued to deliver a wide-ranging programme of artist development, participatory projects and our performances and events programme. We achieved an impressive range of outputs impacting across and beyond the South East that included:

- Commissions to seven artists totalling £13,000
- Offering 18 residencies worth £29,700 to artists
- Piloting a new creative class for the under-fives and their parents/carers
- Over 3,800 people taking part in a diverse range of classes and participatory activity
- Continuing to support the development and national profile of female choreographers, working with under-represented artists, ensuring the provision of dance opportunities for the very young to the most elderly people, and contributing to the development of both mature and disabled choreographers and female choreographers from the Global Majority
- Continuing to demonstrate leadership through promoting and stimulating debate around diversity and inclusion in dance, with 89% of our 2022/23 commissioned artists identifying as having one of the protected characteristics

We also saw significant increases in our digital reach including:

- More than double the website visits over a year from 36,242 in 21/22 to 94,578 in 22/23
- More than double the unique visits to the website from 25,405 in 21/22 to 56,719 in 22/23
- Increase of 1,638 more Facebook friends and over 1,000 more Instagram followers

## **South East Dance Limited**

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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*See section 6 for information on how we gather data.*

### **Organisational developments**

In November 2022 we received a conditional offer to be part of the 2023-26 Arts Council England National Portfolio. We were offered £580,660 per year for the three-year period (standstill on our 2022-23 NPO grant). This was followed by receipt of our three-year funding agreement from Arts Council England in February 2023. This funding is significant in helping to ensure we can develop and sustain our work in The Dance Space and across the South East region and beyond over the next three years. We are grateful to have received this support in what was a highly competitive funding round.

We also welcomed six new staff to South East Dance during the year: Victoria Fox Markiewicz as Assistant Producer, Makeda Whittaker as Receptionist & Operations Assistant, Anya Loudon as Communications and Ticketing Assistant, Jane Johnson as Finance Manager, Sian Willett as Studio and Hires Manager and Mark Fleming as Receptionist & Operations Assistant.

The steps South East Dance has taken in the past year to test and then open The Dance Space and the more hand in hand interconnected way of working with our participants and partners, place us in an excellent position to deliver on our ambitions for the future. For this we must express our thanks to our Chair, to our Board of Trustees, our loyal and dedicated staff, our growing range of partners and collaborators and all those funders who supported our work over the course of the year.

**Cath James**

**Artistic Director**

**Rachel Gibson**

**Executive Director**

## 3 Principal risks and uncertainties in relation to future plans

### **Financial sustainability**

Our biggest risk going forward is maintaining financial sustainability as we transition to a new business model in The Dance Space. This will be particularly challenging in the wider climate of significant increases in energy prices and the cost of living.

### **Staffing capacity and staff wellbeing**

The staff team was on a steep learning curve throughout 2022/23 as we launched the building and embarked on our first full programme from September 2022. We achieved a full complement of staff by January 2023. However, we remain a relatively small team running a building and busy programme and staff capacity continues to be stretched.

### **New Chair and Trustees:**

Following a Trustee recruitment campaign in 2022 a new Chair and five new Trustees were recruited. Whilst this was an enormously positive step, there are risks associated with having a new Chair and predominantly new Board. These include ensuring proper time is devoted to inducting Trustees, embedding new processes and ensuring that the Board has a rounded understanding of its role and responsibilities, including those associated with statutory and Arts Council England oversight and reporting requirements.

See Section 6 – Structure, Governance and Management for a summary of principal risks and mitigations.

## 4 Our work

South East Dance's vision is a world where everybody is empowered to create, take part in and enjoy dance in all its forms. Our mission is to make dance happen for everybody. Dance that is bold and diverse. Dance that helps us make sense of the world we live in. Dance that makes a difference. We will support people to discover their own relationship with dance, working with them to create the kinds of activities they want. And we will work with artists who are committed to taking creative risks, pushing boundaries and challenging perceptions of what dance is and can be.

### **Artists, audiences and communities**

Artists, audiences and communities are the driving force behind South East Dance. Their diversity informs, shapes and leads our work. We want to engage with inspiring artists to challenge and excite audiences, participants and other artists. We want to develop and diversify audiences for dance. We want to extend and deepen the relationships we have developed with communities, originally those in Turner who are now our nearest neighbours, but now further across the city. We continue to work to extend our reach and increase audiences for our work and that of our partners.

Through our programmes we have invested in and supported the creation of distinctive impactful new work, both live and digitally. We strive to increase the quality and diversity of dance, raise its profile and in doing so improve and enhance quality of life. At the heart of our work is a commitment to supporting diverse artists who extend perceived boundaries of dance, and focus on making work relevant to our audiences and our communities. Increasingly we strive to ensure our work is relevant by co-curating our programmes with, for example, our Community Steering Group who have been co-curating Our City Dances with us since the first festival in 2018 and more recently have become involved in the curation of a number of our other programmes and events.

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South East Dance plays a national leadership role in the development of dance. We deliver an ambitious programme that encourages curiosity, discovery and risk-taking, supporting artists to create inspirational new work and empowering local communities to engage with dance. We are a registered charity, based at The Dance Space in Brighton & Hove. We work across South East England and beyond to get more people involved in and excited about dance. We seek to develop a culture of learning and exchange, working locally to impact nationally and internationally. Put simply, we are passionate about dance and we want to foster this passion in others.

## Strategic aims

We reviewed and refreshed our Strategic Aims during the year, to ensure that they align with our new existence as a building-based organisation. They are:

- Aim 1: To be agile and sustainable so that we are fit, as an organisation, to achieve our aims and deliver and constantly review our activities to ensure they are relevant to our communities
- Aim 2: To continue to take significant steps towards our ambition of being fully diverse, inclusive and relevant in everything we do
- Aim 3: To provide meaningful experiences of and access to dance for all our communities be they artists, local residents, our community partners, audiences and everyone else with whom we engage.
- Aim 4: To create and lead change in the dance sector and promote dance as a catalyst for change in the wider community
- Aim 5: To be a place-maker for dance in Brighton & Hove and the wider South East region

## Public Benefit

In shaping our strategic aims and objectives for the year and planning our programme of activities, the Trustees have considered the Charity Commission's guidance on public benefit. Furthermore, and having regard for the guidance of the Charity Commission, the Trustees consider that several of the following programme areas demonstrate the way in which South East Dance achieves this.

## Programme Areas

In line with the current business plan, in 2022-23 we clustered our activities within four programme areas, which seek to effectively communicate our offer and how our constituents might engage with South East Dance:

Supporting Artists Programme: that aims to meet the support and development needs of dance professionals at various stages in their careers

Community and Participation Programme: that aims to broaden the reach of South East Dance whilst getting more people excited and actively involved in dance

Performances and Events: that aim to encourage more people to watch and contribute to the dialogue surrounding dance

Sector Leadership and Infrastructure: that, through coordinating and leading a range of networks, aims to support the wider dance ecology; to provide leadership through advocacy and challenge processes and practices to better drive change and progression

## Partnerships

Partnership working is essential to our success. Our work as a development organisation sees us maintaining an overview of dance within the region from a national and international perspective. We see ourselves as ecologists of dance, monitoring the political, artistic and social climate, looking for gaps in provision and untapped opportunities. We influence, intervene, broker, facilitate and deliver innovative and strategic artistic

## **South East Dance Limited**

### **Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

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programmes in partnership with others. We continue to build on existing partnerships, including those with Brighton Dome & Brighton Festival, Attenborough Centre for Creative Arts, Brighton University, Worthing Theatres, The Place, FABRIC, Brighton Fringe, Strike a Light, Spark Arts, Paul Hamlyn Foundation, DanceEast, Yorkshire Dance, Take Art, Legal & General, Puffin Nursery, Brighton Unemployed Centre Families Project, Brighton Youth Centre, Brooke Mead Extra Care Facility and Turner Community Centre. These are just a few of the ongoing partnerships that we value. Going forward we expect new partnerships to embed and emerge as we settle into The Dance Space, such as those we have established with our Partner Companies: Three Score Dance, Flexer & Sandiland, Parable Dance and Project Female; and our Resident Company Second Hand Dance, as well as those we are exploring with the businesses and organisations who share the Circus Street site with us.

#### **Human resources**

Our activity programme and operations are delivered by our staff team and a variety of freelance contractors. On 31 March 2023 our staff team comprised 19 members. Of these 12 identified as female, four as male and one as non-binary; one was White and Black African, 12 were White British, one was White Irish, one was Gypsy, Roma or Irish Traveller, two were from any other White background and two preferred not to say. Of these staff, two identified as a D/deaf or disabled person or had a long-term health condition, 16 considered themselves to be not disabled and one preferred not to say.

Of our 10 Trustees at 31 March 2023 nine identified as female and one as non-binary. One was Black Caribbean, one was Indian, one was from any other ethnic group and seven were White British. Of these Trustees one as a D/deaf or disabled person or had a long-term health condition and nine considered themselves not to be disabled.

#### **Volunteers**

Our volunteering programmes are twofold – the first through our Community Steering Group who meet monthly and have developed their curating skills to the point where they are now confidently co-curating Our City Dances and other elements of our programme with us. This group ranges in age from 17-80 and are all from low socio-economic or marginalised backgrounds. Many of them also identify as having protected characteristics. There were nine members of the Steering Group at 31 March 2023. Alongside this programme we also offer opportunities for local people to support our work during our festivals and programme activity – which can include supporting our artists, gathering evaluations from participants and audiences, and general onsite support. 13 people voluntarily supported our programmed activity over the course of the year. We have started to extend volunteering opportunities with new roles, such as stewarding for performances, now that we have begun to establish ourselves in The Dance Space.

## 5 Achievements and case studies

Alongside opening The Dance Space, during 2022-23 we provided 74 artists with the chance to present their work, and commissioned nine artists to make new work. We supported freelance artists to the tune of £72,371 to deliver a wide range of performance and classes activity as well as commissioned work during 2022-23.

### ORGANISATIONAL ACHIEVEMENTS

#### Fundraising

The last 12 months have been dominated by the process of moving and settling into The Dance Space. This has had a significant impact on the capacity of the entire team, specifically in supporting the development of new fundraising bids and proposals. For this reason, while progress has been slower than in previous years, it has provided us with an opportunity to review and consolidate previous activity, especially since the successful completion of our capital campaign.

We continue to enjoy considerable success in fundraising from trusts and foundations and have gained renewed support from: the Garrick Charitable Trust for our Rapport artist exchange programme; from the Chalk Cliff Trust and The Pebble Trust for Our City Dances 2023; from Ernest Kleinwort Charitable Trust for our Rise & Shine dementia-friendly dance class programme and from 29th May 1961 Charity (a former capital project funder) towards Propel.

We have also established new relationships with the Ragdoll Foundation, who are funding our new Emerging Creative Producer programme and with the Abderrahim Crickmay Charitable Settlement who are part-funding Mind The Gap.

In addition to our own fundraising, we supported Marlborough Productions in their successful bid to Postcode Society Trust for their year-long Radical Rhizomes initiative. As we co-led and hosted much of the delivery of this programme, a significant proportion of the grant awarded funded our involvement.

We were also delighted to secure two further years of funding from Brighton & Hove City Council for The Welcome Project. And, following a positive end of grant review with Esmée Fairbairn Foundation (after five years' support), we have just submitted a new Expression of Interest requesting their support for an expansion of our Creative Communities Participation programme.

In terms of corporate support, our relationship with Legal & General remains solid, despite a change in personnel, and they are keen to continue supporting our work in the local community. We have also established good relationships with our new business neighbours on Circus Street and look forward to cultivating these further in the coming months.

Whilst South East Dance has been reasonably successful in eliciting lower level donations from individuals in the past, one of our key priorities over the last year has been to establish a giving culture within The Dance Space. We have acquired several tools to help us with this, including a digital donation station in the reception area, the use of QR codes in other locations in the building and the ability to add donations when checking out of an online purchase. Initial results are encouraging – including a very successful Christmas appeal using QR codes - but we are continually reviewing our messaging to ensure that our case for support resonates with as many people as possible.

Looking ahead, our focus, given that we have a small fundraising operation of one dedicated person, will be on securing larger grants, preferably multi-year and ideally unrestricted. Smaller grant applications will be managed by Programming leads. We will, of course, also continue to cultivate major donors and corporate partners, as well as driving smaller individual donations through various channels.

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### Evaluation

Evaluation of our work is hugely important to us as a learning organisation. In order to ensure that our programmes are relevant, high quality and diverse, we use a range of tools most appropriate to each individual programme. We continue to strengthen and refine our use of the Impact and Insights evaluation framework (Counting What Counts) that Arts Council England requires of National Portfolio Organisations. In addition, we were also required to undertake Audience Finder surveys for annual submission to Arts Council England. During 2022/23 we reviewed our procedures, given the number of different requirements from Arts Council England and external funders, so that a more streamlined process can be developed to ensure that the workload is achievable and that we meet our funders' requirements.

For the purposes of this report, this year we would like to focus the spotlight on using the Impact and Insights framework, to survey four different projects: The four areas of the programme we surveyed include Little Big Dance Lab (Artist Development ), undisciplined festival (Presenting Bold New Work), Where are we now (local engagement with artists) Brighton Screendance Festival (presenting screendance for all ages, including Early Years audiences).

Two evaluations were filled out by most attendees (Little Big Dance and Where we are now) and two were not well responded to (undisciplined festival and Brighton Screendance Festival). This may be because the two well-responded to surveys were for artists opportunities that were either paid for or offered an ongoing relationship with South East Dance and so it was in the artists' interests to be seen to complete the surveys.

Our recent experience has been that audiences are increasingly reluctant to complete surveys as they are inundated not just from venues, but from every call centre they have ever had contact with. In light of this we have been strategic in when we deploy surveys and happy when they are returned, even if not in huge numbers.

South East Dance performed four evaluations using the Culture Counts™ platform. Feedback has been collected from three different respondent groups: Self, Peer and Public, who have been asked to respond to standardised questions that measure core cultural experiences. Prior to each evaluation commencing, individuals from South East Dance (Self respondent) are surveyed, establishing a baseline for their creative intentions. The Public audience and industry Peers are subsequently invited to participate in providing feedback after they have attended.

The four surveys were for new activity, so not building on any previous activity or data. In terms of age range, we learn that our activities seem to speak to different age groups depending on the specific activity. Our participants and audiences who responded are mostly female.

Most of the responses were in what we could call our expected range, with one or two outliers. We were pleased to note that the peer and self-assessments were broadly equivalent in some of our key dimensions which speaks to achieving the outcome we wanted from a professional perspective and we will continue to programme these areas with the current artistic programming policy. It is clear from the overall responses that people appreciated the quality of the work and that there is an appetite for the work to continue.

### Digital Strategy

We continue to produce content for use on our digital platforms to position our brand, promote opportunities for people to take part in dance and act as an information source for artists seeking development opportunities. We are also proud to continue to build our support for artists who use digital technologies in their work. In 2022-23, we:

- Launched a new festival of screendance as part of Cinecity, a citywide festival of independent films, with the first ever UK programme of screendance for Early Years and young people

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- Continued to support Pepa Uberta to create Charco – a vision of the future using projection and animation. This project is ongoing into 2023-24
- Continued to support the new international network of artists and academics working in Performing Robots
- Continued to support the national U.Dance regional platform with U.Dance Digital, a key part of that offer, as part of our commitment to profile and showcase youth dance across the region and nationally

Our Digital Strategy for 2022-23 focused on extending our reach via our digital channels – using these to drive ticket sales for classes, workshops and performances; spread the word about our hires proposition and to show what happens at The Dance Space.

In 2022-23, visits to our website almost tripled, with 58,336 more visits than the previous year. In our first year in The Dance Space and a much-increased offer, we would expect to see much higher website visits. We are encouraged by this figure nonetheless, which suggests an increase in interest in us and our work. Our most visited web page continues to be our What's On page.

Our newsletter continues to be a successful digital communication for us. The average open rate of newsletters in the arts & culture industry is 34%; whereas our average open rate is 43%. Our most successful newsletters continue to be those which highlight artist opportunities suggesting that our mailing list is still largely made up of artists and sector professionals.

In terms of social media, our following has increased as follows: our Twitter following has increased from 9341 to 9374; our Facebook following has increased from 3,462 to 5100; and our Instagram following has increased from 3520 to 4598.

We have begun to use Illuminate, the Arts Council's new audience data gathering system, to create, distribute and monitor audience survey data. Compared with the previous tool, Audience Finder, Illuminate is a much more labour-intensive tool, requiring us to input and survey for every event, class and performance we present. It remains to be seen whether our audiences respond to the surveys, as we have found it increasingly difficult to secure survey responses. Unfortunately, as the surveys are anonymous, we are unable to provide incentives. We will continue to monitor the situation.

Accessibility continues to be at the forefront of all our digital communications. In 2022-23 we started creating Alt Text and image descriptions on all of our social media channels as standard and we started producing an audio version of all of our callouts and recruitment packs. We also plan to carry out another assessment of our website accessibility with specialists The Shaw Trust later this year.

### PROGRAMME CASE STUDIES

These Programme Case Studies reflect just some of our activity and achievements during the year.

#### Case Study 1

##### **mASCot; funded by the Maria Bjornson Memorial Fund**

mASCot is a parent led peer-to-peer support network for families who are a parent or carer of a child/children or young person with an Autism Spectrum Condition.

In September 2019, we started running weekly dance sessions for young people who attend mASCot (<https://asc-mascot.com/>). Many of the young people would find attending a mainstream dance session challenging. We worked (and continue to work) closely with mASCot's directors (many of whom are parents of the children or young people) to carefully and sensitively recruit the right professional dance artists and ensure that the sessions meet the additional needs that these young people have.

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We provided online dance classes for mASCot during the first lockdown. Some of the young people had become very isolated and developed mental health problems as they had not met for almost two years, while others found the option to access dance classes online more comforting as they could participate from the safety of their own home.

*“One participant has been hit hard by lockdown and struggling with mental health - her mum was so pleased that she took part as she hasn’t interacted with anybody outside of the family for the past three months. Thank you, this is making a real difference”.*

**mASCot Coordinator**

*“X is just 7 years old. She joined last term and absolutely loved the sessions. Her mum explained that as a newly diagnosed autistic child this was the first time she’d taken part in a creative programme that was just for autistic kids. It had such a positive effect on her sense of self, not only in terms of her enjoyment of the sessions - she was new to dancing so her new-found skills were a real boost to her confidence - but in also terms of feeling she belongs to a community.”*

**mASCot Class Assistant**

After lockdown, sessions were due to take place at The Dance Space. The programme was from April 2022 to July 2023. We had planned to work with a professional dance artist/choreographer and a class assistant to deliver weekly creative dance sessions with a group of up to 20 children and young people from mASCot.

Because of the complex needs of the children and young people, and with many classed as vulnerable, the group did not feel ready to take part in the regular weekly sessions as planned. This was mainly due to concerns about Covid as well as general anxiety. During this time, we held two online classes, four in-person dance sessions at mASCot meetings and one Silent Disco at The Dance Space. 105 people took part during this time.

We have been working closely with mASCot’s Director, Mimi Banks, on creating bespoke activity that the young people will benefit most from going forwards.

In November 2022 we started working with dance artist and holistic specialist Anna-Lisa Drew to create a bespoke set of activities to engage the mASCot children and their grown-ups. She delivered movement workshops in four different mASCot group meetings across Brighton & Hove and led some DJ and movement sessions. The aim of these sessions was to get to know the children and start to build up a playlist of the children’s favourite music.

Then on the 27th November 2022, we hosted a mASCot Silent Disco at The Dance Space. This was attended by 21 children between the ages of six and 21 years and 18 grown-ups. This two-hour intergenerational session was for everybody to take part in. It was a huge success with everyone saying how they would like to take part in the same activity again. Everybody danced together for two hours, and then we all had pizza together in a quiet space.

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*We've had a lovely time, it's great to have the opportunity to dance together without it being too loud and overwhelming. My daughter pulled my headphones off to tell me it was the best 'Mummy-Daughter day' ever! Thank you*

*Parent participant*

*Space for me to be who I am, and my twins to be exactly, unapologetically, loudly and ridiculously who they are. Thank you!*

*Parent participant*

*What an amazing event! Thank you so much for organising such an inclusive and welcoming silent disco. So grateful to have access to things like this for our family. I don't know what we would do without it!*

*Parent participant*

*A beautiful space and an amazing event that allows our community to have fun in a safe environment. Super fun, thank you.*

*Parent Participant*



After consultation with the mASCot service users, the group director, Mimi Banks said they would like to carry on with that model of activity going forwards.

We have since delivered:

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- 18 dance and DJ sessions with four different groups of children until July 2023. These took place in the mASCot club settings and reached over 60 children each month.
- Four Intergenerational Silent Discos at The Dance Space for up to 40 participants.
- One family outing for 60 people for a Dance and Wellbeing session in the woods at Stanmer Park, Brighton. We used a wellbeing centre in the park and the session ended with food and drink together.

The feedback was overwhelming with a desire from all attendees to have further access to this kind of event.

These dance sessions provide continuity and regular activity. They enable the children and young people to come together and interact with each other creatively, which has a positive impact on their mental and physical wellbeing. The intergenerational events provide, respite, support and much needed fun social activities for the grown-ups.



### Feedback from Silent Disco in Stanmer Wellbeing Garden.

*My son has always found social events difficult. The combination of outside, trees, shade, great tunes, lovely food and a great bunch of people meant that instead of exiting after 10 minutes, we stayed for two hours! Thank you SO much.*

*Lovely to enjoy time and have a space where my children could just do whatever they wanted and just BE. And because of that I could relax, chat, sit with my eyes shut, reconnect with adult friends and we knew we were safe because our children were understood and accepted. THANKS!!*

*Absolutely fabulous setting. Beautifully paced. So easy just to be there – no worrying about wandering off. Loved the fire, loved the food, love the people. Obviously needs weather, but full marks for arranging the sunshine as well!*



*So wonderful, thank you. It makes me shed a tear every time I see my daughter relaxing and being herself with the mASCot crew.*

*It was so wonderful.*

*Fantastic day, great idea in the woods, would love to go again. Thank you!*

*We all really enjoyed our time listening to music in the woods, really unique. Thank you so much for organising this!*

*An amazing day where all 4 of my children were able to be themselves and find areas of joy. Thank you.*

*It was very fun having cake and crisps. CR aged 6.*

### Case Study 2

#### Brighton Screendance Festival

in association with CINECITY The Brighton Film Festival, University of Brighton and Worthing Theatres.

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South East Dance presented a brand-new festival of dance on film, launched in our 25th anniversary year and in celebration of our origins as a screendance agency. Set over four days, this festival explored the past, present and future of the artform – including acclaimed international films, discussions with industry experts and a day for families and young people.

South East Dance was originally created as a screendance agency, to support the development and raise the profile of choreography and dance made specially for the screen. As we emerged from lockdown in 2022, and with the opening of The Dance Space, we wanted to celebrate our origins. And as so many dancers and choreographers really got to grips with dance for the screen during lockdown, as they had little to no opportunities to make and present work live in rehearsal spaces or theatres, and with so many more people interested in making dance films that it felt absolutely the right moment to launch the new festival.

Film is moving image – dance is also moving image, the body has this incredible ability to transmit emotion, feeling and sensation, it's so visceral, and with dance on screen, the camera can move in and get so close to parts of the body, to the detail, the uncurling of a finger, a slowly closing eyelid, that cannot be done in a more traditional theatre setting. The audience can immerse themselves in the music and the images without having to understand a narrative.

We are always keen to involve our Community Steering Group in our programming decisions and so asked them to co-curate the festival with the programming team. We gathered together to look at films from 2002 to 2012 – a 10-year period of our screendance history. We wanted to show the diversity of the films from the archive and the sheer range of artists' interests and practices in making films in that timeframe. We gathered a diverse range of films, from the age of the dancers on screen, to the genre of dance, the range of techniques used on screen and the length of films; so that we had something truly diverse and representative of the South East Dance archive. There were some local legends in there too – the likes of Lizagiss and Mim King.

South East Dance is a collaborative organisation so it was inevitable that we would work in partnership with other venues and organisations to make the most of this festival across Brighton. We worked in association with Cinecity, Brighton's independent international film festival, because it made absolute sense to do so.



*Image: A Town with a Blue Hill, Directed by Joowon Song*

The University of Brighton was also a key partner with their lecturer Claudia Kappenberg curating the afternoon conference *Screendancing Histories* and also the evening event *Acts of Memory*. The curator and director of London International Screendance Festival, Charles Linehan, a Brighton resident, curated the international evening – a sort of *the best of* his London festival. And with Worthing Theatres now programming more dance and building their dance audiences, we wanted to bring them into an experiment where we live-screened the same programme at the same time in The Dance Space and in the Connaught Theatre in Worthing.

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As part of our digital and inclusion strategy, we also live-streamed the Question & Answer session with choreographer Siobhan Davies, who presented her new film TRANSPARENT, to the audience at the Connaught as well.

Importantly, this screendance festival was the first UK festival to have a special day for screendance for young audiences. We presented five short films for the under-fives, with lots of props, pillows and bean bags for them to relax and respond to the films. Both children and parents got totally involved and requested something like this as a more regular offer.

Overall, audience responses were very positive, with many reflecting that it was fantastic to have this new festival in Brighton where there is a wealth of artists working in screendance.

## 6 Structure, governance and management

### Charitable status

South East Dance is a charity registered with the Charity Commission. South East Dance exists to develop dance and support dance artists and practitioners in the South East region. The charitable objectives of South East Dance are:

- (a) to promote, maintain, improve and advance education, particularly the promotion of educational dance projects and the production of educational dance and the general encouragement of the art of dance;
- (b) to promote and develop for the benefit of the public the art of dance in the South East Region of the United Kingdom, as defined from time to time, nationally and internationally.

We confirm that, under the terms section 17 (5) of The Charities Act 2011, we have complied with our duty to have due regard to the public benefit guidance as published by The Charity Commission. All our charitable activities, highlighted in this report, are undertaken in furtherance of our charitable objects and for the public benefit.

The Board of South East Dance assesses its governance against the Charity Governance Code.

How South East Dance worked in 2022-23 to achieve these objectives and the public benefit thereof is outlined in sections 1-3 of this report.

### Governing documents

South East Dance is a company limited by guarantee governed by its Memorandum and Articles of Association. The company was incorporated on 16<sup>th</sup> September 1997. In March 2016, in consultation with and approval from the Charities Commission, the Trustees formally adopted an updated Memorandum and Articles of association for the company.

### Appointment of Trustees

As set out in the Articles of Association the Managing Trustees nominate the Chair of the Trustees. Existing Trustees also nominate all potential Trustees. Nominees appointed by Trustees are subject to the appointment processes outlined in the Memorandum and Articles of Association.

### Trustee induction and training

Trustees receive an induction pack and have an orientation meeting with the Executive Director to brief them on their legal obligations, understanding of charity and company law, the content of the Memorandum and

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Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. They also meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. Part of the Trustee induction procedure is to ensure that Trustees understand the process for declaring their own interest and/or their close family's interest with South East Dance. All Trustees are required to complete a declaration of interest form annually and declaration of conflicts of interest is a standing item on all Board and sub-committee agendas.

#### **Trustees' responsibilities in relation to financial statements**

The Trustees (who are also directors of South East Dance for the purposes of company law) are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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, 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 Statements of Recommended Practice (SORP)
- Make judgments and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and SORP have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The liability of the members is limited to a sum not exceeding £10, being the amount that each member undertakes to contribute to the assets of the charity in the event of its being wound up while they are a member or within one year after they cease to be a member. The total number of such guarantees at 31<sup>st</sup> March 2023 was 10. The Trustees are members of the charitable company but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

#### **Auditors**

A resolution will be proposed annually at a Trustees Meeting of South East Dance that Sayer Vincent LLP be re-appointed as auditors for the charity for the ensuing year.

#### **Management**

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Cath James as Artistic Director and Rachel Gibson as Executive Director are appointed by the Trustees to be jointly responsible for the management of the day-to-day operations of the company. To facilitate effective operations, the Artistic Director and Executive Directors have delegated authority, within terms approved by the Trustees, for delivering the agreed programme as defined within the current business plan; this includes day-to-day responsibility for operational matters including finance, personnel and artistic related activity. The Board approved a Scheme of Delegation at its meeting on 21 February 2022. Within the terms of that delegated authority, the Artistic and Executive Directors work with the senior management team to deliver the charity's activities. Any activity outside the remit of the approved business plan, or course of action outside the remit of the Scheme of Delegation or approved policies and procedures, is referred to Trustees for discussion and approval, usually through the regular Trustee meetings.

The Board of Trustees administers the charity. The Trustees meet four times a year, with additional extraordinary meetings scheduled if required to deal with any additional decision-making.

In addition to the full Board the charitable company currently has two sub-committees. The Finance and Audit sub-committee reviews finance and risk management. The sub-committee meets four times a year and reports directly to the Board, the committee consists of five Trustees and is attended by three members of staff.

The Remuneration sub-committee meets once a year to oversee and approve staff remuneration levels.

#### Volunteers

Our engagement with volunteers in 2022-23 is outlined in section 3 under Human Resources.

#### Remuneration policy for key management personnel

South East Dance has a written remuneration policy which was approved by the Board on 3 October 2017. The Remuneration Sub-Committee was established in January 2019 as a sub-committee of Trustees, meeting annually to review the remuneration policy, approve the salaries budget for the forthcoming year and scrutinise decisions. The salaries budget for 2022-23 was approved at the 19 January 2022 Remuneration Sub-Committee meeting, including remuneration for the senior Executive and Artistic roles. No employee at South East Dance receives a salary of more than £60,000 p.a. We do not employ interns without pay and pay the Brighton Living Wage as a minimum. Pay rates are benchmarked regularly against sector pay movements and inflationary indices, although as a small charity affordability is a paramount consideration.

#### Risk management

The Trustees have a risk management strategy that comprises:

- A review of the Risk Register at every meeting of the Finance and Audit sub-committee and the Board. The Risk Register is reviewed and updated by the Senior Leadership Team at least quarterly ahead of each F&A and Board meeting
- The establishment of systems and procedures to mitigate those risks identified in the register
- The implementation of procedures designed to minimise any potential impact to the charitable company should those risks materialise

| Principal risks and mitigations 2023/24                                                                                  |                                       |                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Risk:                                                                                                                    | Likelihood/impact<br>(pre-mitigation) | Mitigations:                                                                                                                  |
| Financial sustainability:<br>There are particular risks around our financial sustainability as we develop a new business | High                                  | 1. The budget for 2023/24 is closely informed by actual income and expenditure in 2022/23 and the planned programme and hires |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

|                                                                                                                                                                                                                                                                                                                                                                                                     |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| model in The Dance Space. This is exacerbated by high inflation, energy prices and cost of living. 2023/24 is our first full year of operation in the building and whilst we are able to benefit from what we have learnt through 2022/23, we are still developing our markets and building our income streams.                                                                                     |        | <p>schedule for 2023/24. Income targets are ambitious but achievable.</p> <ol style="list-style-type: none"> <li>2. SMT reviews management accounts monthly and Trustees receive the management accounts and review them quarterly at Finance &amp; Audit Committee meetings</li> <li>3. £152k additional reserves from CRF funding provides cushion in 2022/3 and 2023/24</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Staffing shortages:<br>Shortage of staff due to illness/holidays/other work commitments impacts on ability to run the building and the activity programme effectively                                                                                                                                                                                                                               | Medium | <ol style="list-style-type: none"> <li>1. Weekly monitoring of staff presence/availability</li> <li>2. Volunteer pool in development to provide hosting cover for events.</li> <li>3. Plans to recruit small pool of casual duty managers (finances permitting)</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>Staff capacity:</p> <ol style="list-style-type: none"> <li>1. Staff too overstretched to perform their core work effectively, impacting on overall effectiveness and performance of SED</li> <li>2. Burn-out</li> <li>3. Disillusionment and consequent resignations</li> <li>4. Workload/poor staff wellbeing leads to negative working environment that further lowers staff morale</li> </ol> | Medium | <ol style="list-style-type: none"> <li>1. Full Reception team provides cover 8am to 9pm, reducing need to other team members to cover Reception</li> <li>2. Appraisals taking place between April and June will set clear objectives for the year, aligned to this plan</li> <li>3. SMT focus on workload planning</li> <li>4. Consideration given to wider staffing needs when new vacancies arise</li> <li>5. Board committed to creating Trustee &amp; Staff working group on well-being</li> <li>6. Line managers maintain close dialogue with staff on workload management and ensure TOIL/balancing hours/annual leave are taken</li> <li>7. SED subscribes to Employee Assistant Programme giving staff free access to advice on a range of work-related and personal issues and counselling</li> </ol> |
| <p>New Chair and Trustees:</p> <p>Following Trustee recruitment campaign in 2022 a new Chair and five new Trustees were recruited. Risks associated with this are:</p>                                                                                                                                                                                                                              | Medium | <ol style="list-style-type: none"> <li>1. Trustees induction day took place in October 2022</li> <li>2. Recruitment process for Chair of F&amp;A role in progress</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

|                                                                                                                                                                                                                                                                                                                                                    |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Time requirement to induct and familiarise Trustees and embed new processes</li> <li>2. Time requirement on Trustees to consistently achieve statutory and ACE oversight and reporting requirements</li> <li>3. Inadequate financial oversight whilst Chair of F&amp;A is being sought</li> </ol>        |     | <ol style="list-style-type: none"> <li>3. Trustees action learning sessions planned April-September 2023</li> <li>4. Chair in dialogue with Trustees about their individual and collective requirements</li> <li>5. More succinct and streamlined Board papers in process of being created</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p>Health and safety and safeguarding:<br/>Risks associated with a major health and safety or safeguarding incident include:</p> <ol style="list-style-type: none"> <li>1. Legal proceedings and costs associated with these</li> <li>2. Reputational damage</li> <li>3. Damage to Trustee and staff morale</li> <li>4. Loss of funding</li> </ol> | Low | <ol style="list-style-type: none"> <li>1. All relevant staff have first aid and fire evacuation training</li> <li>2. SED produces RAMS for all activities and requires companies/artists, hirers, contractors to provide RAMS in advance of working in the building</li> <li>3. Building Manager is expert and knowledgeable lead on H&amp;S</li> <li>4. Cyclical maintenance schedule in place to ensure all equipment is serviced, tested and maintained</li> <li>5. Record-keeping (e.g. fire alarm tests, accident book) in place and regularly updated</li> <li>6. Fire drills are carried out regularly</li> <li>7. Safeguarding policy reviewed at least biennially or in response to changing legislation</li> <li>8. All relevant staff have had safeguarding training</li> <li>9. All artists, hirers, teachers etc. are required to read and abide by the Safeguarding policy</li> <li>10. Designated Safeguarding lead, e-safeguarding lead and Trustee safeguarding lead named in policy and knowledgeable about their responsibilities</li> </ol> |

### Fundraising practices review

All fundraising practices are framed within the values and principles of the organisation. We registered with the Fundraising Regulator in July 2019.

The fundraising team is internal and South East Dance does not currently use external professional fundraisers. We do not employ the services of any fundraising agencies or third parties, nor have we run telephone or door-to-door fundraising campaigns. Our relationship with our supporters is very important to us and we do not wish our supporters to feel under any undue pressure to donate to us. We do not make direct contact with the

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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general public in any of our fundraising campaigns. Staff involved in fundraising, nevertheless, conversant with the Code of Fundraising Practice.

We have a Gift Acceptance policy which includes processes for due diligence on all donations and grants received. This policy is supported by a Gift Acceptance template, which ensures that clear parameters and responsibilities are formally agreed between partners. We have ensured we are in line with the GDPR data protection regulations and all other relevant codes of conduct. We received no complaints about our fundraising practices during the year.

### Data Collection and Monitoring

Digital:

Our Communications Team take the lead in gathering analytics around our digital audiences. We use Google Analytics for the web and Google Search Console and Looker Studio to assess data from all of our social media platforms, which gives us a combined picture of the efficacy of our digital activity. We also have a UTM code generator for the team to use when working on specific campaigns. This enables a very targeted evaluation approach with regards to which channels and which messages are most successful.

We currently report on the following statistics:

- Hits and unique visitors to our website (southeastdance.org.uk), plus more detailed analysis such as page drop off, time spent on site and engagement with content
- Website referrals from other sites and media
- The reach (both paid and organic) and engagement in our social media channels and specific posts – Twitter, Facebook, YouTube and Instagram
- Our monthly average enews opens and click throughs on content

### Audiences/artists/shows:

Each activity within the SED programme has its project leader who ensures that data regarding each project is captured and entered into a bespoke spreadsheet. The staff update this with activity details (location, who is involved, description of activity), relevant audience/participation figures, anonymous monitoring data.

Audience/participation figures are collected in one of four ways:

- Ticket data from partner organisations (box office reports)
- Ticket data from our own online systems (i.e. Monad)
- Attendance recorded by SED staff (sign-in sheet/register/headcount)
- Estimation of audiences at non-ticketed events using click counters

Monitoring data is mainly collected via anonymous online forms (Survey Monkey) and we use in-built analytical tools to interpret the data. When online forms are not accessible (e.g. working with older adults who do not access computers), we collect the data via paper forms and upload this data to our system. We use these monitoring forms for: open call outs, participatory projects and artists we engage (e.g. to deliver elements of our programme, or successful programme applicants).

Each year, relevant figures are taken from the Project records and entered into our Measures of Success document. This is based on the figures we need to collect for our Arts Council England National Portfolio Organisation annual submission.

Our data allows us to track our commitment to diversity, to rethink our approach, diversify our networks and ensure equity is at the heart of what we do.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

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Below are some of the statistics from our Artistic Programme that underpin our commitment to equality and diversity.

Across our whole artistic programme for 2022-23, we can demonstrate our percentage engagement with artists and participants from protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) or from low socio-economic or marginalised backgrounds:

- 100% for ALIGN Artists
- 100% for Commissioned Artists
- 100% for participants and lead artists in our Radical Rhizomes programme
- 36% for Little Big Dance artists from the global majority
- 100% for Little Big Dance Early Years participants (all from low socio-economic or marginalised backgrounds)
- 100% for The Welcome Project participants (all from low socio-economic or marginalised backgrounds)
- 100% of Our City Dances programme targeted to participants from low socio-economic or marginalised backgrounds

### Our Anti-Racism Commitment

As a leader in dance development, dedicated to challenging perceptions of what dance is, who it's for and what it can achieve. Inclusivity is one of our core values and we believe that diversity in all of its forms is an essential building block for creativity. We wrote our anti-racist statement in August 2020 and renewed our stated commitment to monitoring and being held accountable. Our monitoring data for 2021-22 showed just under 27% engagement with people from Global Majority backgrounds through our recruitment processes. Our recruitment monitoring data for 2022-23 showed applications from Global Majority candidates at 18% which is disappointing in comparison to the previous year. We believe the disparity between the two years is due in part to the fact that 2021-22 was an exceptional year as we were recruiting an unusually high number of new roles as we prepared to move into The Dance Space. We continue to strive for better engagement with a wider range of candidates and to gather data to monitor the extent to which our recruitment processes are supporting our Anti-Racism Commitment.

In line with our plan, that we will review each year:

- We will continue our commitment to supporting artists who experience racism and commit to offering a minimum of 30% of all artist development, programming and presenting employment opportunities to artists who experience racism. REPORT ON PROGRESS: Across all our programmes in 2022-23 our data shows 33% of all artistic activity was targeted at the Global Majority, with 36% achieved in Little Big Dance
- We will continue to review our recruitment processes to ensure our job advertising reaches and actively encourages a diverse range of candidates and our selection process enables those candidates to present themselves to their best advantage. REPORT ON PROGRESS: We reviewed our recruitment processes using the Inc Arts Unlock tool and published our Inclusivity Commitment in 2020/21. Since then we have continued to find new places to advertise, including targeting grass roots Global Majority led organisations and networks, through 2022-23. This remains an ongoing process and commitment.
- We will reaffirm our zero tolerance of harassment and bullying, continue to build on existing policies, and introduce mandatory anti-racism training for the team and Board. REPORT ON PROGRESS: We realised our 2022/23 commitment to whole-team anti-racism training during 2022/23 with a half-day Immersive Conversation on Anti-Racist Practice facilitated by Jenny Williams, Founding Director of Take the Space, in January 2023.

We continue our commitment to holding ourselves accountable by publishing our outcomes, learnings and progress every year in our Annual Report.

## 7 Financial review

### **Result for the year**

Financially, South East Dance exceeded its financial projections. Operationally, the organisation incurred a deficit on unrestricted funds of £ (55,033) compared with a budgeted deficit of £ (95,125). General funds outturn was better than budgeted mainly due to staff working on the completion of the Dance Space capital project, when their time had been budgeted to The Dance Space operations.

Total income for the year amounted to £1,247,412 (2021/22 £1,239,629) and resources expended amounted to £1,259,192 (2021/22 £827,180), including those relating to The Dance Space capital project.

In addition, capital expenditure was incurred on The Dance Space capital project totalling £230,780 (2021/22 £429,381).

Full details of the work supported by this expenditure are contained in the foregoing sections of this report. The organisation's principal funders are shown in note 4 to the accounts.

At 31<sup>st</sup> March 2023 general fund reserves amounted to £241,023 (2021/22 £241,023), including free reserves of £235,930 (2021/22 £236,013).

At 31<sup>st</sup> March 2023 restricted funds of £265,680 were held to fund specific projects and activities as agreed with the relevant funders (2021/22 £382,757). This includes the Cultural Recovery Fund £96,967 (2021/22 £152,000) is restricted against potential losses of The Dance Space post-opening.

In addition, restricted funds totalling £1,449,204 were held at 31<sup>st</sup> March 2023 in respect of capitalised TDS spend (2021/22 £1,335,369).

**Reserves policy** The Trustees updated the wording of the reserves policy in May 2023 to:

The Trustees of South East Dance have a policy of holding reserves to provide resilience, to enable the charity to respond to opportunities and protect it against situations in which it might be financially vulnerable such as the current economic climate or changes in funding. The level of reserves is calculated on the basis of three months' operating expenditure.

Based on the budgeted expenditure for 2023-24 the policy calls for general funds reserve of £222,326 compared with an actual current level of reserves of £241,023.

The Trustees are conscious of the potential impact of the operational cost of running The Dance Space on the charitable company and have through long-term financial planning sought to mitigate potential risks.

The award from the Cultural Recovery Fund received in 2020/21 enabled the Trustees to increase reserves by £152,000. The additional £152,000 has supported the planned budgeted deficit in 2022/23 and will continue to support the planned budget deficit for 2023/24 as South East Dance establishes a new business model in The Dance Space.

### **Going concern**

Having made due enquiries and having paid particular regard to the matters outlined in Section 3 of this report and in light of the increased additional reserve from the Cultural Recovery Fund mentioned above, the Trustees consider that there are no material uncertainties as to the charitable company's ability to continue as a going concern.

# South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2023

## 8 Thanks

We would like to acknowledge the long-term commitment of our key funders, as well as everyone that has supported us over the past year. Thanks to your belief in our vision, we are able to continue to share our passion for dance with the communities, artists and the wide range of audiences we work with. Simply put: nothing we do would be possible without you. Thank you.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Funders, Donors and Supporters</b></p> <p><b>Public Funders</b><br/>Arts Council England<br/>Brighton &amp; Hove City Council<br/>Nesta*</p> <p><b>Trusts and Foundations</b><br/>Abderrahim Crickmay Charitable Settlement<br/>Chalk Cliff Trust<br/>Ernest Kleinwort Charitable Trust<br/>Esmée Fairbairn Foundation<br/>Garfield Weston Foundation*<br/>Leche Trust<br/>Maria Björnson Memorial Fund<br/>Paul Hamlyn Foundation<br/>The Pebble Trust<br/>Ragdoll Foundation<br/>Rampion Community Benefit Fund*<br/>Wolfson Foundation*<br/>29<sup>th</sup> May 1961 Charity</p>                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Corporate Partners</b><br/>Brighton &amp; Hove Bus and Coach Company<br/>Legal &amp; General plc</p> <p><b>Individuals</b><br/>Sir Rod &amp; Lady Carol Aldridge*<br/>Joe Bates<br/>Theresa Beattie OBE<br/>Helena Bengé<br/>John Hird<br/>The late Bob Lockyer*<br/>Eva Martinez<br/>John Nicholls<br/>Kate Ormond<br/>Vicky Rainbow<br/>Lindsay &amp; Sarah Tomlinson*<br/>and all those who wish to remain anonymous</p> <p>*supported The Dance Space capital campaign</p>                                                                                                                                                                                                                                                                                                                  |
| <p><b>Project Partners</b><br/>Arts Award<br/>Artsmark<br/>Artswork<br/>Attenborough Centre for the Creative Arts<br/>Brighton Fringe<br/>Brighton &amp; Hove City Council - Seniors Housing &amp; Active for Life<br/>Brighton Dome &amp; Brighton Festival<br/>Brighton MET College<br/>Brighton Seafront<br/>Brighton Unemployment Centre's Families Project<br/>Brighton Youth Centre<br/>Cinecity Brighton Independent Film Festival<br/>DanceEast<br/>Dansehallerne Copenhagen<br/>Dance Makers Collective, Sydney<br/>Dance Reading<br/>Dance Woking<br/>Dance Umbrella<br/>FABRIC<br/>Festival Quartiers Danses, Montreal<br/>Flexer &amp; Sandiland<br/>Imaginate<br/>Italian Cultural Institute<br/>Korean Cultural Centre<br/>Lighthouse<br/>London International Screendance Festival<br/>Marlborough Productions<br/>Motus, MK<br/>Move South East<br/>National Youth Dance Company<br/>New Italian Dance Platform<br/>National Youth Ballet Company</p> | <p>One Dance UK<br/>Oxford City Council<br/>Parable Dance<br/>Pavilion Dance South West<br/>People Dancing<br/>Project Female<br/>Puffin Community Nursery<br/>Québec Government Office<br/>Roundabout Nursery<br/>Second Hand Dance<br/>Screen archive south east<br/>Spark Arts<br/>Starcatchers<br/>Strike a Light Festival<br/>Sydney Dance Company<br/>Take Art<br/>Tandemworks<br/>Tanner Children's Centre<br/>Tanner Community Project<br/>The Lowry, Salford<br/>The Old Market (TOM)<br/>The Place<br/>Three Score Dance Company<br/>Trust For Developing Communities<br/>UK Dance Network<br/>University of Brighton<br/>University of Chichester<br/>University of Christchurch Canterbury<br/>University of Sussex<br/>Warwick Arts Centre<br/>Worthing Theatres<br/>Yorkshire Dance</p> |

## 9 Financial statements and reports

The financial report and accounts follow, including:

- Auditors report
- Financial statements for the year

This report and accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006) respectively. Approved by the Board, on the recommendation of Finance and Audit Sub-Committee, on 5 October 2023 and signed on behalf of the charitable company by:

**Name:**

**Title: Chair of the Board of Trustees**

Signed by order of the charity Trustees  
South East Dance

5 October 2023

# **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2023

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## **Opinion**

We have audited the financial statements of South East Dance Limited (the 'charitable company') for the year ended 31 March 2023 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2023

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information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2023

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to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Judith Miller (Senior statutory auditor)

Date : 1 November 2023

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

## South East Dance Limited

### Statement of financial activities (incorporating an income and expenditure account) For the year ended 31 March 2023

|                                                                           |      | Unrestricted    | Restricted       | 2023<br>Total    | Unrestricted   | Restricted       | 2022<br>Total    |
|---------------------------------------------------------------------------|------|-----------------|------------------|------------------|----------------|------------------|------------------|
|                                                                           | Note | £               | £                | £                | £              | £                | £                |
| <b>Income from:</b>                                                       |      |                 |                  |                  |                |                  |                  |
| Donations and legacies                                                    | 3    | 598,805         | -                | <b>598,805</b>   | 600,691        | 12,044           | 612,735          |
| Charitable activities                                                     |      |                 |                  |                  |                |                  | -                |
| Artists development programme                                             | 4    | 10,777          | 15,074           | <b>25,851</b>    | -              | 194,465          | 194,465          |
| Community and participation programme                                     | 4    | 114,424         | 85,858           | <b>200,282</b>   | -              | 68,352           | 68,352           |
| Performances and events                                                   | 4    | 4,262           | 9,952            | <b>14,214</b>    | -              | 1,264            | 1,264            |
| The Dance Space Capital Project                                           | 4    | -               | 407,057          | <b>407,057</b>   | -              | 361,636          | 361,636          |
| Investments                                                               | 5    | 1,203           | -                | <b>1,203</b>     | 1,177          | -                | 1,177            |
| <b>Total income</b>                                                       |      | <b>729,471</b>  | <b>517,941</b>   | <b>1,247,412</b> | <b>601,868</b> | <b>637,761</b>   | <b>1,239,629</b> |
| <b>Expenditure on:</b>                                                    |      |                 |                  |                  |                |                  |                  |
| Raising funds                                                             | 6a   | 47,471          | -                | <b>47,471</b>    | 52,254         | -                | 52,254           |
| Charitable activities                                                     |      |                 |                  |                  |                |                  | -                |
| Artists development programme                                             | 6a   | 225,705         | 103,369          | <b>329,074</b>   | 307,656        | 114,381          | 422,037          |
| Community and participation programme                                     | 6a   | 370,309         | 61,662           | <b>431,971</b>   | 163,024        | 85,755           | 248,779          |
| Performances and events                                                   | 6a   | 141,018         | 7,899            | <b>148,917</b>   | 54,100         | 2,663            | 56,763           |
| The Dance Space Capital Project                                           | 6a   | -               | 301,759          | <b>301,759</b>   | 17,962         | 29,385           | 47,347           |
| <b>Total expenditure</b>                                                  |      | <b>784,503</b>  | <b>474,689</b>   | <b>1,259,192</b> | <b>594,996</b> | <b>232,184</b>   | <b>827,180</b>   |
| <b>Net income for the year and net movement on funds before transfers</b> |      | <b>(55,033)</b> | <b>43,252</b>    | <b>(11,781)</b>  | <b>6,872</b>   | <b>405,577</b>   | <b>412,449</b>   |
| Transfers                                                                 |      | 55,033          | (55,033)         | -                | -              | -                | -                |
| <b>Net net movement on funds</b>                                          | 7    | <b>-</b>        | <b>(11,781)</b>  | <b>(11,781)</b>  | <b>6,872</b>   | <b>405,577</b>   | <b>412,449</b>   |
| <b>Reconciliation of funds:</b>                                           |      |                 |                  |                  |                |                  |                  |
| Total funds brought forward                                               |      | 241,023         | 1,726,665        | <b>1,967,688</b> | 234,151        | 1,321,088        | 413,044          |
| <b>Total funds carried forward</b>                                        |      | <b>241,023</b>  | <b>1,714,884</b> | <b>1,955,907</b> | <b>241,023</b> | <b>1,726,665</b> | <b>1,967,688</b> |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 16 (a) to the financial statements.

# South East Dance Limited

Company no. 03434501

## Balance sheet

As at 31 March 2023

|                                                | Note   | £              | 2023<br>£        | £       | 2022<br>£   |
|------------------------------------------------|--------|----------------|------------------|---------|-------------|
| <b>Fixed assets:</b>                           |        |                |                  |         |             |
| Tangible assets                                | 12     |                | <b>1,454,297</b> |         | 1,340,379   |
|                                                |        |                | <hr/>            |         | <hr/>       |
|                                                |        |                | <b>1,454,297</b> |         | 1,340,379   |
| <b>Current assets:</b>                         |        |                |                  |         |             |
| Debtors                                        | 13     | <b>47,068</b>  |                  | 62,945  |             |
| Cash at bank and in hand                       |        | <b>547,600</b> |                  | 687,511 |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
|                                                |        |                | <b>594,668</b>   | 750,456 |             |
| <b>Liabilities:</b>                            |        |                |                  |         |             |
| Creditors: amounts falling due within one year | 14     | <b>93,058</b>  |                  | 123,147 |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
| <b>Net current assets</b>                      |        |                | <b>501,610</b>   |         | 627,309     |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total assets less current liabilities</b>   |        |                | <b>1,955,907</b> |         | 1,967,688   |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total net assets</b>                        | 15     |                | <b>1,955,907</b> |         | 1,967,688   |
|                                                |        |                | <hr/> <hr/>      |         | <hr/> <hr/> |
| <b>The funds of the charity:</b>               | 16 (a) |                |                  |         |             |
| Restricted income funds                        |        |                | <b>1,714,884</b> |         | 1,726,665   |
| Unrestricted income funds:                     |        |                |                  |         |             |
| General funds                                  |        | <b>241,023</b> |                  | 241,023 |             |
|                                                |        |                | <hr/>            | <hr/>   |             |
| Total unrestricted funds                       |        |                | <b>241,023</b>   |         | 241,023     |
|                                                |        |                | <hr/>            |         | <hr/>       |
| <b>Total charity funds</b>                     |        |                | <b>1,955,907</b> |         | 1,967,688   |
|                                                |        |                | <hr/> <hr/>      |         | <hr/> <hr/> |

Approved by the trustees on 5 October 2023 and signed on their behalf by

Maureen Salmon  
Chair Trustee

# South East Dance Limited

## Statement of cash flows

For the year ended 31 March 2023

|                                                        | Note | 2023<br>£ | 2022<br>£ |
|--------------------------------------------------------|------|-----------|-----------|
| Cash flows from operating activities                   | 17   |           |           |
| Net cash provided by operating activities              |      | 125,613   | 492,459   |
| Cash flows from investing activities:                  |      |           |           |
| Purchase of fixed assets                               |      | (235,889) | (429,381) |
| Net cash (used) provided by investing activities       |      | (235,889) | (429,381) |
| Cash flows from financing activities:                  |      |           |           |
| Repayments of borrowing                                |      | (29,635)  | (114,913) |
| Net cash provided by financing activities              |      | (29,635)  | (114,913) |
| Change in cash and cash equivalents in the year        |      | (139,911) | (51,836)  |
| Cash and cash equivalents at the beginning of the year |      | 687,511   | 739,346   |
| Cash and cash equivalents at the end of the year       | 18   | 547,600   | 687,511   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

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### 1 Accounting policies

#### a) Statutory information

South East Dance Limited is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address is The Dance Space; 2 Market Square; Circus Street; Brighton; BN2 9AS.

#### b) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### c) Charitable status

The charitable company meets the definition of a public benefit entity under FRS 102.

#### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

## Notes to the financial statements

For the year ended 31 March 2023

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### 1 Accounting policies (continued)

#### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ▣ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- ▣ Expenditure on charitable activities includes the costs of programme and project activity undertaken to further the purposes of the charity and their associated support costs;
- ▣ Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on project expenditure, of the amount attributable to each activity:

|                                         |     |
|-----------------------------------------|-----|
| ▣ Artists development programme         | 36% |
| ▣ Community and participation programme | 48% |
| ▣ Performances and events               | 16% |

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

#### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £750. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

|                                  |          |
|----------------------------------|----------|
| • Computer IT equipment          | 3 years  |
| • Equipment & Furniture          | 5 years  |
| • Fixtures & Fittings            | 10 years |
| • The Dance Space Building Costs | 39 years |

#### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 1 Accounting policies (continued)

#### o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### p) Pensions

The company contributes to each employee's Individual Personal Pension plan.

#### q) Trading subsidiary

On 13th November 2019, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited (Company No 11674921). The company was dormant for the period to 31st March 2021 and the year ended 31st March 2022 and accordingly its profit and loss account and balance sheet are not included in the accounts of South East Dance.

### 2 Detailed comparatives for the statement of financial activities

|                                                               | Unrestricted<br>£ | Restricted<br>£  | 2022<br>Total<br>£ |
|---------------------------------------------------------------|-------------------|------------------|--------------------|
| <b>Income from:</b>                                           |                   |                  |                    |
| Donations and legacies                                        | 600,691           | 12,044           | 612,735            |
| Charitable activities                                         | -                 | 625,717          | 625,717            |
| Investments                                                   | 1,177             | -                | 1,177              |
| <b>Total income</b>                                           | <b>601,868</b>    | <b>637,761</b>   | <b>1,239,629</b>   |
| <b>Expenditure on:</b>                                        |                   |                  |                    |
| Raising funds                                                 | 52,254            | -                | 52,254             |
| Charitable activities                                         | 524,780           | 202,799          | 727,579            |
| The Dance Space                                               | 17,962            | 29,385           | 47,347             |
| <b>Total expenditure</b>                                      | <b>594,996</b>    | <b>232,184</b>   | <b>827,180</b>     |
| <b>Net income before gains / (losses) on investments</b>      | <b>6,872</b>      | <b>405,577</b>   | <b>412,449</b>     |
| Transfers                                                     | -                 | -                | -                  |
| <b>Net expenditure for the year and net movement in funds</b> | <b>6,872</b>      | <b>405,577</b>   | <b>412,449</b>     |
| <b>Total funds brought forward</b>                            | <b>234,151</b>    | <b>1,321,088</b> | <b>1,555,239</b>   |
| <b>Total funds carried forward</b>                            | <b>241,023</b>    | <b>1,726,665</b> | <b>1,967,688</b>   |

### 3 Income from donations and legacies

|                                               | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2022<br>Total<br>£ |
|-----------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <i>Grants receivable for core activities:</i> |                   |                 |                    |                   |                 |                    |
| Arts Council England - National Portfolio     | 580,660           | -               | 580,660            | 580,661           | -               | 580,661            |
| Arts Council Grant - Cultural Recovery Fund   | -                 | -               | -                  | -                 | 12,044          | 12,044             |
| Paul Hamlyn                                   | -                 | -               | -                  | 20,000            | -               | 20,000             |
| Legal & General                               | 18,000            | -               | 18,000             | -                 | -               | -                  |
| Other donations                               | 145               | -               | 145                | 30                | -               | 30                 |
|                                               | <b>598,805</b>    | <b>-</b>        | <b>598,805</b>     | <b>600,691</b>    | <b>12,044</b>   | <b>612,735</b>     |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 4 Income from charitable activities

|                                                     | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2022<br>Total<br>£ |
|-----------------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <b>Artists development programme</b>                |                   |                 |                    |                   |                 |                    |
| Paul Hamlyn Foundation                              | -                 | -               | -                  | -                 | 84,000          | 84,000             |
| Arts Council England                                | -                 | -               | -                  | -                 | 47,920          | 47,920             |
| Chalk Cliff Trust                                   | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Department for Work and Pensions                    | -                 | -               | -                  | -                 | 37,504          | 37,504             |
| Ragdoll Foundation                                  | -                 | 12,000          | 12,000             | -                 | -               | -                  |
| Little Big Dance Performance Fees                   | 10,777            | -               | 10,777             | -                 | -               | -                  |
| Abderrahim Crickmay Charitable Settlement           | -                 | 1,500           | 1,500              | -                 | -               | -                  |
| Jamie Watton Fund Donations                         | -                 | 1,088           | 1,088              | -                 | -               | -                  |
| Donations                                           | -                 | 148             | 148                | -                 | -               | -                  |
| Other project income                                | -                 | 338             | 338                | -                 | 22,041          | 22,041             |
| Sub-total for Artists development programme         | 10,777            | 15,074          | 25,851             | -                 | 194,465         | 194,465            |
| <b>Community and participation programme</b>        |                   |                 |                    |                   |                 |                    |
| Studio and Room Hires                               | 104,664           | -               | 104,664            | -                 | -               | -                  |
| Curated Classes and Events                          | 7,760             | -               | 7,760              | -                 | -               | -                  |
| Brighton & Hove City Council                        | -                 | 44,376          | 44,376             | -                 | 44,376          | 44,376             |
| Esmée Fairbairn Foundation                          | -                 | -               | -                  | -                 | 20,000          | 20,000             |
| Maria Bjornson Memorial Fund                        | -                 | 12,954          | 12,954             | -                 | -               | -                  |
| Marlborough Productions                             | -                 | 10,822          | 10,822             | -                 | -               | -                  |
| Chalk Cliff Trust                                   | -                 | 5,000           | 5,000              | -                 | -               | -                  |
| Ernest Kleinworth Charitable Trust                  | -                 | 5,000           | 5,000              | -                 | -               | -                  |
| The 29th 1961 Charitable Trust                      | -                 | 5,000           | 5,000              | -                 | -               | -                  |
| D'Oyly Carte Charitable Trust                       | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Legal & General                                     | 2,000             | -               | 2,000              | -                 | -               | -                  |
| Pebble Trust                                        | -                 | 2,000           | 2,000              | -                 | -               | -                  |
| Donations                                           | -                 | 380             | 380                | -                 | -               | -                  |
| Other project income                                | -                 | 326             | 326                | -                 | 976             | 976                |
| Sub-total for Community and participation programme | 114,424           | 85,858          | 200,282            | -                 | 68,352          | 68,352             |
| <b>Performances and events</b>                      |                   |                 |                    |                   |                 |                    |
| Garrick Charitable Trust                            | -                 | 5,000           | 5,000              | -                 | -               | -                  |
| Tickets Events                                      | 4,262             | -               | 4,262              | -                 | -               | -                  |
| Other project income                                | -                 | 4,952           | 4,952              | -                 | 1,264           | 1,264              |
| Sub-total for Performances and events               | 4,262             | 9,952           | 14,214             | -                 | 1,264           | 1,264              |
| <b>The Dance Space</b>                              |                   |                 |                    |                   |                 |                    |
| Arts Council England                                | -                 | 406,157         | 406,157            | -                 | 303,551         | 303,551            |
| Garfield Weston                                     | -                 | -               | -                  | -                 | 25,000          | 25,000             |
| Marina Kleinwort Trust                              | -                 | -               | -                  | -                 | 32,500          | 32,500             |
| Own Your Seat                                       | -                 | 900             | 900                | -                 | 450             | 450                |
| Jamie Watton Fund                                   | -                 | -               | -                  | -                 | -               | -                  |
| Donations                                           | -                 | -               | -                  | -                 | 135             | 135                |
| Total Jamie Watton Fund                             | -                 | -               | -                  | -                 | 135             | 135                |
| Sub-total for The Dance Space                       | -                 | 407,057         | 407,057            | -                 | 361,636         | 361,636            |
| Total income from charitable activities             | 129,463           | 517,941         | 647,404            | -                 | 625,717         | 625,717            |

South East Dance Limited

Notes to the financial statements  
For the year ended 31 March 2023

5 Income from investments

|                  | Unrestricted | Restricted | 2023  | Unrestricted | Restricted | 2022  |
|------------------|--------------|------------|-------|--------------|------------|-------|
|                  | £            | £          | Total | £            | £          | Total |
|                  |              |            | £     |              |            | £     |
| UK bank interest | 1,203        | -          | 1,203 | 1,177        | -          | 1,177 |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 6a Analysis of expenditure (current year)

|                               | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                  |                 |
|-------------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|------------------|-----------------|
|                               | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2023 Total<br>£  | 2022 Total<br>£ |
| Staff costs (Note 8)          | 46,728                     | 93,833                             | 201,057                                    | 35,473                       | 66,854               | -                     | 122,528            | 566,473          | 499,069         |
| Freelance costs               | -                          | -                                  | -                                          | -                            | -                    | -                     | 13,536             | 13,536           | 12,302          |
| Other staffing costs          | -                          | -                                  | -                                          | -                            | -                    | -                     | 9,443              | 9,443            | 6,458           |
| Building overheads            | -                          | -                                  | -                                          | -                            | -                    | -                     | 146,872            | 146,872          | 30,385          |
| Operational overheads         | 743                        | -                                  | -                                          | -                            | -                    | -                     | 36,496             | 37,239           | 36,174          |
| Communications                | -                          | -                                  | -                                          | -                            | -                    | -                     | 28,461             | 28,461           | 24,748          |
| Projects and activities       | -                          | 100,568                            | 54,130                                     | 52,500                       | -                    | -                     | -                  | 207,199          | 176,819         |
| Other                         | -                          | -                                  | -                                          | -                            | -                    | -                     | 3,927              | 3,927            | 3,798           |
| Audit fee                     | -                          | -                                  | -                                          | -                            | -                    | 6,084                 | -                  | 6,084            | 13,948          |
| Legal costs                   | -                          | -                                  | -                                          | -                            | -                    | -                     | -                  | -                | -               |
| Trustee and Board costs       | -                          | -                                  | -                                          | -                            | -                    | 4,806                 | -                  | 4,806            | 1,520           |
| The Dance Space               | -                          | -                                  | -                                          | -                            | 234,905              | -                     | -                  | 234,905          | 17,341          |
| Finance costs                 | -                          | -                                  | -                                          | -                            | -                    | -                     | 248                | 248              | 4,618           |
|                               | 47,471                     | 194,401                            | 255,187                                    | 87,973                       | 301,759              | 10,890                | 361,511            | 1,259,193        | 827,180         |
| Support costs                 | -                          | 130,735                            | 171,614                                    | 59,162                       | -                    | -                     | (361,511)          |                  |                 |
| Governance costs              | -                          | 3,938                              | 5,170                                      | 1,782                        | -                    | (10,890)              | -                  | -                |                 |
| <b>Total expenditure 2023</b> | <b>47,471</b>              | <b>329,074</b>                     | <b>431,971</b>                             | <b>148,917</b>               | <b>301,759</b>       | <b>-</b>              | <b>-</b>           | <b>1,259,193</b> | <b>827,180</b>  |
| Total expenditure 2022        | 52,254                     | 422,037                            | 248,779                                    | 56,763                       | 47,347               | -                     | -                  | 827,180          |                 |

Of the total expenditure, £784,503 was unrestricted (2022: £594,996) and £474,689 was restricted (2022: £232,184).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 6b Analysis of expenditure (Prior year)

|                         | Charitable activities            |                                          |                                                     |                                 |                            |                          |                       |                    |
|-------------------------|----------------------------------|------------------------------------------|-----------------------------------------------------|---------------------------------|----------------------------|--------------------------|-----------------------|--------------------|
|                         | Cost of<br>raising<br>funds<br>£ | Artists<br>development<br>programme<br>£ | Community<br>and<br>participation<br>programme<br>£ | Performances<br>and events<br>£ | The<br>Dance<br>Space<br>£ | Governance<br>costs<br>£ | Support<br>costs<br>£ | 2022<br>Total<br>£ |
| Staff costs (Note 8)    | 51,530                           | 155,355                                  | 132,970                                             | 16,948                          | 30,006                     | -                        | 112,260               | 499,069            |
| Freelance costs         | -                                | -                                        | -                                                   | -                               | -                          | -                        | 12,302                | 12,302             |
| Other staffing costs    | -                                | -                                        | -                                                   | -                               | -                          | -                        | 6,458                 | 6,458              |
| Building overhead       | -                                | -                                        | -                                                   | -                               | -                          | -                        | 30,385                | 30,385             |
| Operational overhead    | 724                              | -                                        | -                                                   | -                               | -                          | -                        | 35,450                | 36,174             |
| Communications          | -                                | -                                        | -                                                   | -                               | -                          | -                        | 24,748                | 24,748             |
| Projects and activities | -                                | 124,286                                  | 31,870                                              | 20,663                          | -                          | -                        | -                     | 176,819            |
| Other                   | -                                | -                                        | -                                                   | -                               | -                          | -                        | 3,798                 | 3,798              |
| Audit fee               | -                                | -                                        | -                                                   | -                               | -                          | 13,948                   | -                     | 13,948             |
| Legal costs             | -                                | -                                        | -                                                   | -                               | -                          | -                        | -                     | -                  |
| Trustee and Board       | -                                | -                                        | -                                                   | -                               | -                          | 1,520                    | -                     | 1,520              |
| The Dance Space         | -                                | -                                        | -                                                   | -                               | 17,341                     | -                        | -                     | 17,341             |
| Finance costs           | -                                | -                                        | -                                                   | -                               | -                          | -                        | 4,618                 | 4,618              |
|                         | 52,254                           | 279,641                                  | 164,840                                             | 37,611                          | 47,347                     | 15,468                   | 230,019               | 827,180            |
| Support costs           | -                                | 133,424                                  | 78,650                                              | 17,945                          | -                          | -                        | (230,019)             | -                  |
| Governance costs        | -                                | 8,972                                    | 5,289                                               | 1,207                           | -                          | (15,468)                 | -                     | -                  |
| Total expenditure       | 52,254                           | 422,037                                  | 248,779                                             | 56,763                          | 47,347                     | -                        | -                     | 827,180            |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 7 Net income for the year

This is stated after charging:

|                                                                     | 2023<br>£ | 2022<br>£ |
|---------------------------------------------------------------------|-----------|-----------|
| Depreciation                                                        | 121,971   | 1,670     |
| Interest payable                                                    | 248       | 4,618     |
| Auditors' remuneration (excluding VAT):<br>Audit - current year fee | 10,800    | 8,850     |

### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

|                                                                 | 2023<br>£ | 2022<br>£ |
|-----------------------------------------------------------------|-----------|-----------|
| Salaries and wages                                              | 508,569   | 441,135   |
| Social security costs                                           | 40,759    | 30,070    |
| Employer's contribution to defined contribution pension schemes | 14,292    | 13,429    |
| Other staff costs                                               | 2,853     | 14,435    |
|                                                                 | 566,473   | 499,069   |

No employee earned more than £60,000 during the year (2022: nil).

The total employee costs including pension contributions and employers NIC for the key management personnel were £119,701 (2022: £116,534).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £2,684 (2022: £253.56) incurred by 6 (2022: 3) members relating to attendance at meetings of the trustees.

### 9 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

|                                       | 2023<br>No. | 2022<br>No. |
|---------------------------------------|-------------|-------------|
| Raising funds                         | 1           | 1           |
| Artists development programme         | 4           | 8           |
| Community and participation programme | 8           | 6           |
| Performances and events               | 2           | 1           |
| The Dance Space Capital Project       | 3           | 2           |
| Support                               | 3           | 5           |
|                                       | 21          | 23          |

The average number of full time equivalent employees during the year was 17 (2022: 16).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 10 Related party transactions

At 31 March 2023 there are no transactions to disclose for 2023. There were no transactions to disclose for 2022.

Aggregate donations from trustees were £458 in 2023 (2022: £450). There were no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 11 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 12 Tangible fixed assets

|                                    | Computer IT<br>equipment<br>£ | Equipment &<br>Furniture<br>£ | Fixtures &<br>Fittings<br>£ | Building Costs<br>The Dance<br>Space<br>£ | Total<br>£       |
|------------------------------------|-------------------------------|-------------------------------|-----------------------------|-------------------------------------------|------------------|
| <b>Cost or valuation</b>           |                               |                               |                             |                                           |                  |
| At the start of the year           | 38,595                        | 15,099                        | -                           | 1,335,369                                 | <b>1,389,063</b> |
| Additions in year                  | -                             | -                             | 5,109                       | 230,780                                   | <b>235,889</b>   |
| Transfers - The Dance Space        | 28,369                        | 164,531                       | 337,441                     | (530,341)                                 | -                |
| Disposals in year                  | (35,409)                      | (12,736)                      | -                           | -                                         | <b>(48,145)</b>  |
| At the end of the year             | 31,555                        | 166,894                       | 342,550                     | 1,035,808                                 | <b>1,576,807</b> |
| <b>Depreciation</b>                |                               |                               |                             |                                           |                  |
| At the start of the year           | 34,675                        | 14,009                        | -                           | -                                         | <b>48,684</b>    |
| Charge for the year Unrestricted   | 3,920                         | 592                           | 514                         | -                                         | <b>5,026</b>     |
| Charge for the year Restricted TDS | 23,730                        | 32,905                        | 33,744                      | 26,566                                    | <b>116,945</b>   |
| Charge for the year                | 27,650                        | 33,497                        | 34,258                      | 26,566                                    | <b>121,971</b>   |
| Eliminated on disposal             | (35,409)                      | (12,736)                      | -                           | -                                         | <b>(48,145)</b>  |
| At the end of the year             | 26,916                        | 34,770                        | 34,258                      | 26,566                                    | <b>122,510</b>   |
| <b>Net book value</b>              |                               |                               |                             |                                           |                  |
| <b>At the end of the year</b>      | 4,639                         | 132,124                       | 308,292                     | 1,009,242                                 | <b>1,454,297</b> |
| At the start of the year           | 3,920                         | 1,090                         | -                           | 1,335,369                                 | 1,340,379        |

All of the above assets are used for charitable purposes.

SED holds a 40-year lease of The Dance Space at peppercorn rent which commenced in December 2021. The lease is granted by Brighton and Hove City Council. SED bears the responsibility of repairs and maintenance of the building for the duration of the lease. Due to the specialist nature of the building, it is not practical to assess a market value of a similar property in the local area. For this reason, no value has been recognised in the financial statements in relation of the lease.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 13 Debtors

|                | 2023<br>£     | 2022<br>£     |
|----------------|---------------|---------------|
| Trade debtors  | 9,886         | 9,261         |
| Prepayments    | 18,560        | 12,891        |
| VAT Receivable | 3,653         | -             |
| Accrued Income | 14,969        | 40,793        |
|                | <b>47,068</b> | <b>62,945</b> |

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

|                                    | 2023<br>£     | 2022<br>£      |
|------------------------------------|---------------|----------------|
| The Arts Impact Fund (see note 15) | -             | 29,635         |
| Trade creditors                    | 23,399        | 57,096         |
| Taxation and social security       | 11,156        | 10,961         |
| Other creditors                    | 24,948        | 4,184          |
| Accruals                           | 33,555        | 21,271         |
|                                    | <b>93,058</b> | <b>123,147</b> |

The Nesta Arts Impact Fund loan was fully repaid on 1st July 2022.

### 15 (a) Analysis of net assets between funds 2023

|                       | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2023<br>£ |
|-----------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets | 5,093                        | 1,449,204        | 1,454,297                |
| Net current assets    | 235,930                      | 265,680          | 501,610                  |
|                       | <b>241,023</b>               | <b>1,714,884</b> | <b>1,955,907</b>         |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 15 (b) Analysis of net assets between funds 2022

|                                               | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2022<br>£ |
|-----------------------------------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets                         | 5,010                        | 1,335,369        | 1,340,379                |
| Net current assets                            | 236,013                      | 391,296          | 627,309                  |
| <b>Net assets at the end of the year 2022</b> | <b>241,023</b>               | <b>1,726,665</b> | <b>1,967,688</b>         |

### 16 (a) Movements in funds 2023

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2023<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                 |                            |
| Little Big Dance                   | 204,767                          | 153                                   | (103,276)                              | -               | 101,643                    |
| TheWelcomeProject2                 | 17,528                           | 49,756                                | (51,939)                               | -               | 15,345                     |
| Emerging Creative Producers        | -                                | 12,000                                | -                                      | -               | 12,000                     |
| Maria Bjornson Memorial Fund       | -                                | 12,954                                | (1,793)                                | -               | 11,161                     |
| Radical Rhizomes                   | -                                | 10,822                                | (4,330)                                | -               | 6,492                      |
| Propel - Young Talent Programme    | -                                | 5,000                                 | -                                      | -               | 5,000                      |
| Chalk Cliff Our City Dance         | -                                | 5,000                                 | -                                      | -               | 5,000                      |
| RAPPORT                            | -                                | 8,260                                 | (4,939)                                | -               | 3,321                      |
| Networks MSE                       | 2,670                            | -                                     | (519)                                  | -               | 2,151                      |
| Pebble Trust Our City Dance        | -                                | 2,000                                 | -                                      | -               | 2,000                      |
| Flourish Activity                  | 374                              | 1,359                                 | -                                      | -               | 1,733                      |
| Mind the Gap                       | -                                | 1,500                                 | -                                      | -               | 1,500                      |
| Mid Career Artists                 | 630                              | -                                     | (30)                                   | -               | 600                        |
| YP - AALN                          | 480                              | -                                     | -                                      | -               | 480                        |
| YP U.Dance                         | -                                | 100                                   | 186                                    | -               | 286                        |
| Festivals and conferences          | -                                | 1,150                                 | (1,150)                                | -               | -                          |
| ADP Activity                       | -                                | 63                                    | (63)                                   | -               | -                          |
| Aldridge Dance Programme           | 3,560                            | 227                                   | (3,786)                                | -               | -                          |
| P&E Activity                       | 629                              | -                                     | (629)                                  | -               | -                          |
| Brighton Screen Dance Festival     | 120                              | -                                     | (120)                                  | -               | -                          |
| The Dance Space performances       | -                                | 542                                   | (542)                                  | -               | -                          |
| Arts Council Grant - CRF           | 152,000                          | -                                     | -                                      | (55,033)        | 96,967                     |
| <b>Total Programmes</b>            | <b>382,757</b>                   | <b>110,885</b>                        | <b>(172,930)</b>                       | <b>(55,033)</b> | <b>265,680</b>             |
| The Dance Space -capitalised asset | 1,335,369                        | 230,780                               | (116,945)                              | -               | 1,449,204                  |
| The Dance Space - revenue          | 8,538                            | 176,276                               | (184,814)                              | -               | ( )                        |
| <b>Total restricted funds</b>      | <b>1,726,665</b>                 | <b>517,941</b>                        | <b>(474,689)</b>                       | <b>(55,033)</b> | <b>1,714,884</b>           |
| <b>General funds</b>               | <b>241,023</b>                   | <b>729,471</b>                        | <b>(784,503)</b>                       | <b>55,033</b>   | <b>241,023</b>             |
| <b>Total unrestricted funds</b>    | <b>241,023</b>                   | <b>729,471</b>                        | <b>(784,503)</b>                       | <b>55,033</b>   | <b>241,023</b>             |
| <b>Total funds</b>                 | <b>1,967,688</b>                 | <b>1,247,412</b>                      | <b>(1,259,192)</b>                     | <b>-</b>        | <b>1,955,907</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

Restrictions imposed:

- Little Big Dance funds are from Paul Hamlyn Foundation and Arts Council England and are restricted to the activity and events programme that supports choreographers and dancers to make captivating and diverse work for and with under-fives and their families, particularly those from marginalised backgrounds with little or no access to the arts. Originally this was a three year programme of activity. However, due to Covid the programme was significantly postponed and is now scheduled to finish in February 2024
- The Welcome Project 2 is a continuation of Esmée Creative Communities project - in 2022/23 funds are from Brighton & Hove City Council and the Ernest Kleinworth Charitable Trust, funds are restricted to activities and events designed to encourage more people to dance.
- The Dance Space funds are restricted to the organisation's capital project.
- All other restricted funds are restricted to the artistic project to which they relate.

### 16 (b) Movements in funds 2022

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£ | At the end of<br>2022<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                |                            |
| The Dance Space performances       | -                                | 736                                   | (736)                                  | -              | -                          |
| Aldridge Dance Programme           | 656                              | 3,928                                 | (1,024)                                | -              | 3,560                      |
| Brighton Screen Dance Festival     | 120                              | -                                     | -                                      | -              | 120                        |
| Esmée Creative Communities         | 3,300                            | -                                     | (3,300)                                | -              | -                          |
| TheWelcomeProject2                 | 34,239                           | 64,424                                | (81,135)                               | -              | 17,528                     |
| Flourish Activity                  | -                                | 382                                   | (8)                                    | -              | 374                        |
| Festivals and conferences          | 427                              | -                                     | (427)                                  | -              | -                          |
| Networks MSE                       | 4,270                            | (100)                                 | (1,500)                                | -              | 2,670                      |
| Little Big Dance                   | 122,593                          | 152,931                               | (70,758)                               | -              | 204,767                    |
| Mid Career Artists                 | -                                | -                                     | 630                                    | -              | 630                        |
| Mind the Gap                       | 2,145                            | -                                     | (2,145)                                | -              | -                          |
| P&E Activity                       | -                                | 629                                   | -                                      | -              | 629                        |
| Regional Networks Projects         | 950                              | -                                     | (950)                                  | -              | -                          |
| YP - AALN                          | 776                              | -                                     | (296)                                  | -              | 480                        |
| KickStart                          | -                                | 41,151                                | (41,151)                               | -              | -                          |
| Arts Council Grant - CRF           | 152,000                          | 12,044                                | (12,044)                               | -              | 152,000                    |
| <b>Total Programmes</b>            | <b>321,476</b>                   | <b>276,125</b>                        | <b>(214,844)</b>                       | <b>-</b>       | <b>382,758</b>             |
| The Dance Space -capitalised asset | 905,988                          | 429,381                               | -                                      | -              | 1,335,369                  |
| The Dance Space - revenue          | 93,624                           | (67,745)                              | (17,341)                               | -              | 8,538                      |
| <b>Total restricted funds</b>      | <b>1,321,088</b>                 | <b>637,761</b>                        | <b>(232,185)</b>                       | <b>-</b>       | <b>1,726,665</b>           |
| <b>General funds</b>               | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>       | <b>241,023</b>             |
| <b>Total unrestricted funds</b>    | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>       | <b>241,023</b>             |
| <b>Total funds</b>                 | <b>1,555,239</b>                 | <b>1,239,629</b>                      | <b>(827,181)</b>                       | <b>-</b>       | <b>1,967,688</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2023

### 17 Reconciliation of net (expenditure)/income to net cash flow from operating activities

|                                                                                                              | 2023            | 2022    |
|--------------------------------------------------------------------------------------------------------------|-----------------|---------|
|                                                                                                              | £               | £       |
| <b>Net (expenditure) /income for the reporting period<br/>(as per the statement of financial activities)</b> | <b>(11,781)</b> | 412,449 |
| Depreciation charges                                                                                         | <b>121,971</b>  | 1,670   |
| (Increase)/ Decrease in debtors                                                                              | <b>15,877</b>   | 56,902  |
| (Decrease)/ Increase in creditors                                                                            | <b>(454)</b>    | 21,438  |
| <b>Net cash provided by operating activities</b>                                                             | <b>125,613</b>  | 492,459 |

### 18 Analysis of cash and cash equivalents

|                                        | At 1 April 2022 | Cash flows       | At 31 March<br>2023 |
|----------------------------------------|-----------------|------------------|---------------------|
|                                        | £               | £                | £                   |
| Cash at bank and in hand               | 687,511         | (139,911)        | <b>547,600</b>      |
| <b>Total cash and cash equivalents</b> | <b>687,511</b>  | <b>(139,911)</b> | <b>547,600</b>      |

### 19 Operating lease commitments

At the balance sheet date, there were no operating lease commitments (2022: £nil).

### 20 Capital commitments

At the balance sheet date, there were no capital commitments (2022: £49,544).

### 21 Contingent assets or liabilities

At the balance sheet date, there were no contingent assets or liabilities (2021: £nil).

### 22 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

The company is registered in England, registered number 03434501, and has its registered office at The Dance Space, 2 Market Square, Brighton, England, BN2 9AS.

The company is a registered charity, registration number 1064900.

**SOUTH EAST DANCE LIMITED**

England & Wales - Charity number 1064900

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# Accounts

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## South East Dance

### **Our vision**

Our vision is a world where every body is empowered to create, take part in and enjoy dance in all its forms.

### **Our mission**

Our mission is to make dance happen for every body. Dance that is bold and diverse. Dance that helps us make sense of the world we live in. Dance that makes a difference. We will support people to discover their own relationship with dance, working with them to create the kind of activities they want. And we will work with artists who are committed to taking creative risks, pushing boundaries and challenging perceptions of what dance is and can be.

## Trustees' Report and Financial Statements

For the year ended 31<sup>st</sup> March 2022

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office:** The Dance Space, 2 Market Square, Circus Street, Brighton BN2 9AS

Please contact [sedaccounts@southeastdance.org.uk](mailto:sedaccounts@southeastdance.org.uk)

to receive a copy of our annual report in large format

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## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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# 1 Reference and administrative information

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 3434501

**Charity no:** 1064900

**Registered Office and operational address:** The Dance Space, 2 Market Square, Circus Street, Brighton, BN2 9AS

**Trading Subsidiary Company Name:** South East Dance Trading Limited

**Registered Company no:** 11674921

On 13<sup>th</sup> November 2018, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited. The trading subsidiary was dormant for the period to 31<sup>st</sup> March 2022.

### Trustees:

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

| Name                   | Date Elected | Retirement Date<br>(if during 2021/22) |
|------------------------|--------------|----------------------------------------|
| Emma Thompson          | 02.12.19     |                                        |
| Eva Martinez           | 08.03.12     |                                        |
| Christine D'Cruz       | 08.03.12     |                                        |
| Gordon Mattocks        | 06.06.12     |                                        |
| Sian Thomas            | 22.01.15     |                                        |
| Isabel Mortimer        | 04.10.16     |                                        |
| Anna Christoforou      | 04.12.18     |                                        |
| John Struthers (Chair) | 04.12.18     |                                        |
| Sunetta Kiarie         | 25.02.19     | 30.03.22                               |

**Key management personnel**      Cath James                      Artistic Director  
                                                 Rachel Gibson                      Executive Director

**Bankers**                      Metro Bank, 82 North Street, Brighton BN1 1ZA

Santander UK plc, Customer Service Centre, Bootle, Merseyside, L30 4GB

## **South East Dance Limited**

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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Shawbrook Bank, Lutea House, Warley Hill Business Park, The Drive, Great Warley,  
Brentwood, Essex, CM13 3BE

**Solicitors** DMH Stallard, Gainsborough House, Pegler Way, Crawley, West Sussex, RH11 7FZ

**Auditor** Sayer Vincent LLP, Chartered Accountants and Statutory Auditors, Invicta House,  
108-114 Golden Lane, London EC1Y 0TL

## 2 Welcome

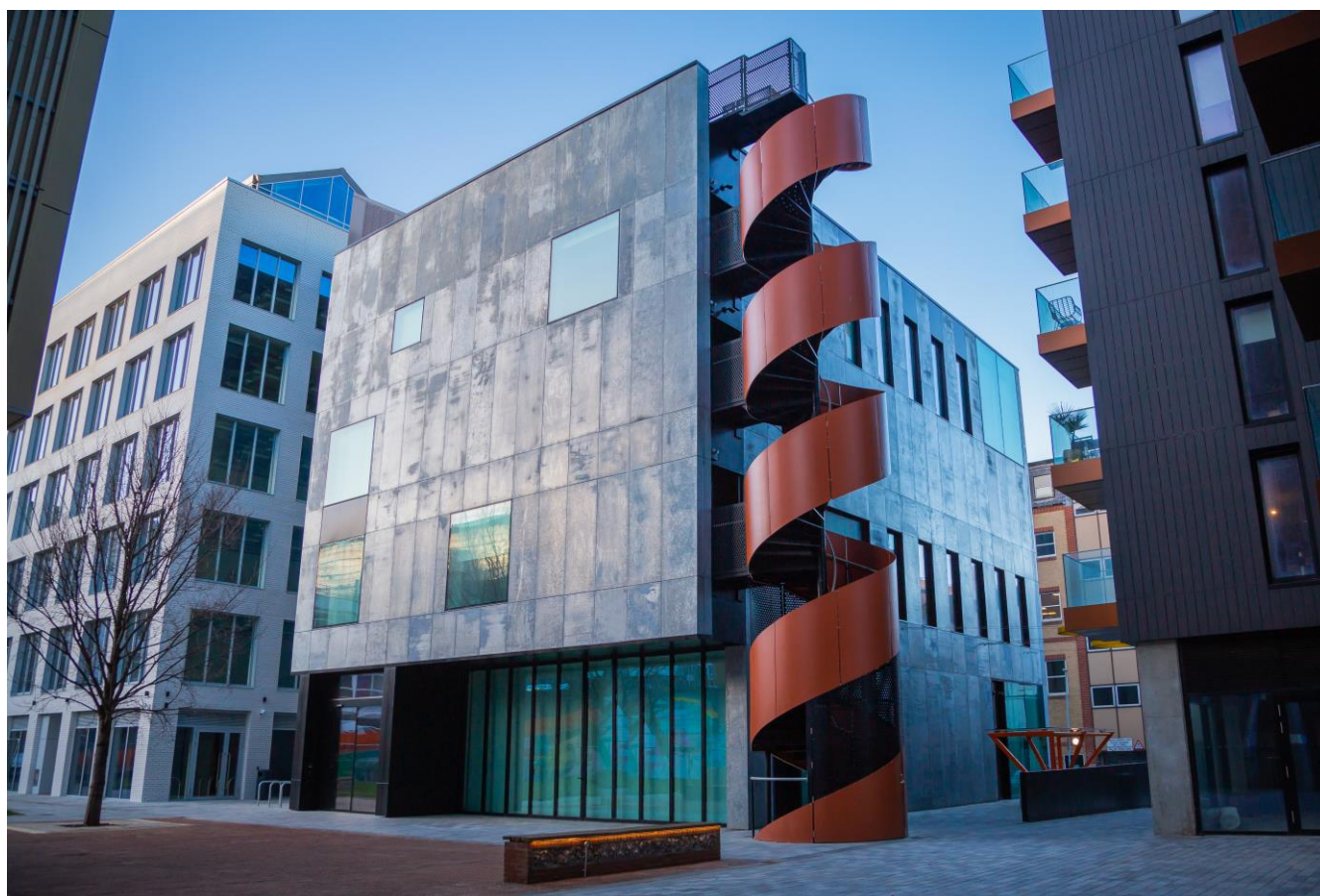
### **Chair's welcome**

Welcome to our Annual Report for 2021/22 including the financial statements for the charity for the year ending 31<sup>st</sup> March 2022.

Completion of The Dance Space made 2021/22 a milestone year for South East Dance. It's been a long journey. Discussions about establishing a purpose-built home for dance in Brighton began more than 10 years ago and it is enormously gratifying to have finally completed the building. With its three beautiful studios, one of which converts into a 123 seat performance space, it is providing long-awaited, high-class facilities for classes, rehearsals, research & development and performances. The building also has meeting rooms and smaller informal meeting spaces available for hire.

As part of our preparations for opening The Dance Space we welcomed a number of new staff members to the team: Emily Watson joined us as Building Manager in September 2021 and Martin Chick, Head of Production and Megan Peacock, Receptionist, both joined us in March 2022.

We are enormously grateful to all the funders and donors who contributed to our capital campaign and played such an important part in making The Dance Space a reality. We are also grateful to U+I, the developer, Henry Construction and all the other specialist contractors involved in building and fitting out the space.



Photograph by Summer Dean

Although Covid-19 continued to impact through the year, with lockdown restrictions easing by the summer, we were able to begin to deliver some of our programme live again. Our City Dances returned in July with a hybrid

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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live and digital programme and it was exciting to be able to animate outdoor spaces in Brighton with dance once more. Highlights of the programme included outdoor dance workshops in St Peter's Square by BLK Diamond, Charlotte Spencer's Walking Project in Queen's Park and Thick & Tight, who we commissioned to make a series of digital works with our Community Steering Group.

Of course, alongside all the work involved in getting The Dance Space over the line we have had to ensure that the long-term financial viability of the charity is maintained. I would like to thank my fellow Trustees, Cath James our Artistic Director, Rachel Gibson our Executive Director and the South East Dance team for their work and commitment through the year.

John Struthers, Chair, South East Dance

### **Artistic and Executive Directors' report**

#### **Artistic programme**

The ongoing Covid-19 emergency continued to impact our lives and communities, causing continued widespread disruption, damage to the health, wellbeing and livelihoods of our fellow citizens, artists, and cultural organisations. Our important artist support work continued online but also started to revisit live in person sessions, as we advised and guided as many artists and freelancers as came to us with support in submitting applications to ACE and other emergency funds, and maintaining essential contact with our participants and partner organisations. We would like to thank our team who have gone to extraordinary lengths to continue to serve our artists and communities as we emerge from the pandemic.

The pandemic showed how dependent we are on each other, and how important it is that we work together. South East Dance is founded on the belief that we can achieve more by acting together than we can alone, and this principle guided our response to the pandemic and ongoing into our new future in The Dance Space.

Our City Dances returned after a fallow year due to the pandemic, though at a less ambitious level than pre pandemic, and was presented as a hybrid version of the festival, with activity both online and in person. Even though the rates of infection had reduced significantly by July 2021, some of the performances in person had to be cancelled due to performers catching the virus.

Our autumn season included partnering with other national dance development organisations to deliver a national showcase hybrid platform for children's work. This included a series of live and screened performances, online panel discussions and artists' online sharings of works in progress.

We were particularly pleased to partner with Artists4Artists and four other dance organisations to commission two new live performance works for young audiences. Both the artists selected - Brooke Milliner and Elena Masma, are Global Majority artists and their creative practice sits within the hip hop genre. Artist Brooke Milliner, a hip hop crew leader of international standing, will be in residence in The Dance Space in 2022-23 to develop this new work for young audiences.

We are delighted to have Flexer and Sandiland, Three Score Dance Company, Parable Dance Company and Project Female as our partner organisations delivering key elements of our participation and classes programme in The Dance Space – recognising their excellence in their field, and our commitment to them, to support the continued development of their practice and to provide engagement opportunities to our target participants across Brighton & Hove and beyond.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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We have been supporting Rosie Heafford of Secondhand Dance since 2012, and have now confirmed and announced her company as the first Company in Residence at The Dance Space. Secondhand Dance is led by Rosie, who identifies as female and disabled, with her company specialising in making work for, by and with young audiences, with accessibility at the forefront of the making process. Her work and practice clearly aligns with our own ethos and values, and we are delighted that the company will be our first resident company.

Despite the impact of Covid and our ongoing focus on the capital project, and therefore a reduced programme of activity, we continued to deliver a wide-ranging programme of artist development, participatory projects, and our performances and events programme, albeit not all in person/live. We achieved an impressive range of outputs impacting across and beyond the South East that included:

- *Commissioning four new dance films for young audiences*
- *Piloting a new in person movement class Rise and Shine for older adults living with dementia*
- *Across the year achieving over 25,125 views of online content with our South East Dance Digital channels*
- *Supporting 155 artists to develop their practice, their business, expand their networks or undertake residencies, commissions, performances or attend artist advisories*
- *Continuing to support the development and national profile of female choreographers, working with under-represented artists, ensuring the provision of dance opportunities for the very young to the most elderly people, and contributing to the development of both mature and disabled choreographers, and female choreographers from the Global Majority*
- *Continuing to demonstrate leadership through promoting and stimulating debate around diversity and inclusion in dance, with 100% of our 2021/22 commissioned artists identifying as having one of the protected characteristics*

See section 6 for information on how we gather data.

The steps South East Dance has taken in the past year in preparing for the opening of The Dance Space, and the more hand in hand interconnected way of working with our participants and partners, place us in an excellent position to deliver on its ambitions for the future. For this we must express our thanks to our Chair, to our Board of Trustees, our loyal and dedicated staff and our growing range of partners and collaborators.

### The Dance Space

Our operational priority during 2021/22 was to work with our stakeholders, in particular Brighton & Hove City Council and Arts Council England to push for the completion of The Dance Space. And as our Chair John Struthers has said, the highlight of the year was finally receiving The Dance Space. Practical completion was achieved on 5 November 2021 and we signed our lease for the building with Brighton & Hove City Council on 16 December 2021. This meant we were on course to begin our specialist fit-out and begin furnishing the building from January 2022. We are grateful to CharcoalBlue, Stage Electrics and Audience Systems for the design and installation of the specialist technical equipment in all three studios and the retractable seating in the Jamie Watton Creation Space. We moved in on 28 March 2022, making us ready to open the building for a three-month TEST period from April 2022 as planned.

Taking on The Dance Space was always going to present us with a period of great challenge and major organisational change, the more so as it came directly after almost two years of remote working due to Covid lockdowns. We would like to pay tribute to the SED team for their patience, perseverance and sheer hard work in getting The Dance Space finished and up and running. We would also like thank Lisa Ryan, our Capital Project Manager, for all her work with us. She undoubtedly played a crucial role in getting The Dance Space across the finishing line.

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We are delighted that, in The Dance Space, Brighton & Hove has a major new cultural asset and we look forward to welcoming our local community, class participants and artists from across the region through our doors.

**Cath James**  
**Artistic Director**

**Rachel Gibson**  
**Executive Director**

## 3 Principal risks and uncertainties in relation to future plans

### **Financial sustainability**

Our biggest risk going forward is maintaining financial sustainability as we settle into The Dance Space with a radically different business model to our previous one. Rising inflation, energy and cost of living prices also threaten our financial sustainability over the coming year.

We were delighted to receive, in November 2022, a conditional offer to be part of the 2023-26 Arts Council England National Portfolio. We have been offered £580,660 per year for the three year period (standstill on our current NPO grant). This funding is significant in helping to ensure we can develop and sustain our work in The Dance Space and across the South East region and beyond over the next three years. We are grateful to have received this support in a highly competitive funding round.

### **Staffing capacity and shifts in working patterns**

Taking on The Dance Space has been a major organisational shift with new staff joining in building-specific roles and existing staff being required to change their working patterns and taking on additional responsibilities to ensure we can operate the building safely and effectively during opening hours. The final three months of 2021/22 saw the team under significant pressure as we moved in, undertook essential training and prepared to welcome people into the building for the first time. We will be keeping staffing levels, and importantly staff morale and well-being, under close scrutiny as we settle in and begin to run a full programme in the building.

### **Completing The Dance Space**

This remained a key risk throughout 2021. At the beginning of 2021/22 there was still a high risk of further delay to the capital project, in particular as a result of the Covid pandemic lockdowns, but now that the building is complete this risk has been removed from our strategic risk register.

See Section 6 – Structure, Governance and Management for a summary of principal risks and mitigations.

## 4 Our work

South East Dance wants to create lasting artistic and social change, challenging perceptions of what dance looks like in the 21st century – how it's made, who it's for and what it can achieve. South East Dance exists to strengthen, enliven and reimagine dance in the South East region and beyond. We support artists; present bold new work; develop the infrastructure for dance; and increase engagement with dance. We believe in inclusion, excellence, creativity, risk, collaboration, openness and the importance of community.

### **Artists, audiences and communities**

Artists, audiences and communities are the driving force behind South East Dance. Their diversity informs, shapes and leads our work. We want to engage with inspiring artists to challenge and excite audiences, participants and other artists. We want to develop and diversify audiences for dance. We want to extend and deepen the relationships we have developed with communities, particularly those in Tarners who are now our nearest neighbours. We continue to work to extend our reach and increase audiences for our work and that of our partners.

Through our programmes we have invested in and supported the creation of distinctive impactful new work, both live and digitally. We strive to increase the quality and diversity of dance, raise its profile and in doing so

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improve and enhance quality of life. At the heart of our work is a commitment to supporting diverse artists who extend perceived boundaries of dance, and focus on making work relevant to our audiences and our communities. Increasingly we strive to ensure our work is relevant by co-curating our programmes with, for example, our Community Steering Group who have been co-curating Our City Dances with us since the first festival in 2018 and more recently have become involved in the curation of a number of our other programmes and events.

South East Dance plays a national leadership role in the development of dance. We deliver an ambitious programme that encourages curiosity, discovery and risk-taking, supporting artists to create inspirational new work and empowering local communities to engage with dance. We are a registered charity, with an office base at The Dance Space in Brighton & Hove. We work across South East England and beyond to get more people involved in and excited about dance. With 23% of UK dance professionals living in the South East we play a significant role in driving forward the art of dance. We seek to develop a culture of learning and exchange, working locally to impact nationally and internationally. Put simply, we're passionate about dance and we want to foster this passion in others.

### Strategic aims

Our business planning cycle was disrupted by Covid-19. Arts Council England changed its reporting requirements to help funded organisations deal with the Covid crisis. Pre-Covid we expected to develop a new four-year business plan in the summer of 2020. Instead we created a one year business plan for 2021/22, on which this report is based, and a further one year plan for 2022/23 to align with the requirements of Arts Council England submissions.

The Plans are founded on our strategic aims which are:

- Aim 1: To take significant steps towards our ambition of being fully inclusive and relevant in everything we do
- Aim 2: To provide meaningful experiences of and access to dance for all our communities be they artists, local residents, our community partners, audiences and everyone else with whom we engage
- Aim 3: To be a place-maker for dance in Brighton & Hove and the wider South East region
- Aim 4: To create and lead change in the dance sector and promote dance as a catalyst for change in the wider community
- Aim 5: To be adaptable and sustainable so that we are fit, as an organisation, to achieve our aims and deliver and constantly develop our activities.

### Public Benefit

In shaping our strategic aims and objectives for the year and planning our programme of activities, the Trustees have considered the Charity Commission's guidance on public benefit. Furthermore, and having regard for the guidance of the Charity Commission, the Trustees consider that several of the following programme areas demonstrate the way in which South East Dance achieves this aim.

### Programme Areas

In line with the current business plan, in 2020/21 we clustered our activities within four programme areas, which seek to effectively communicate our offer, and how our constituents might engage with South East Dance:

Artist Development Programme: that aims to meet the support and development needs of dance professionals at various stages in their careers

Community and Participation Programme: that aims to broaden the reach of South East Dance whilst getting more people excited and actively involved in dance

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Performances and Events: that aim to encourage more people to watch and contribute to the dialogue surrounding dance

Sector Leadership and Infrastructure: that, through coordinating and leading a range of networks, aims to support the wider dance ecology; to provide leadership through advocacy; and challenges processes and practices to better drive change and progression

### Partnerships

Partnership working is essential to our success. Our work as a development organisation sees us maintaining an overview of dance within the region from a national and international perspective. We see ourselves as ecologists of dance, monitoring the political, artistic and social climate, looking for gaps in provision and untapped opportunities. We influence, intervene, broker, facilitate and deliver innovative and strategic artistic programmes in partnership with others. We continue to build on existing partnerships, including those with Esmée Fairbairn Foundation, Brighton Fringe, Strike a Light, Spark Arts, Paul Hamlyn Foundation, Pavilion Dance South West, DanceEast, Yorkshire Dance and Take Art, Legal & General, Puffin Nursery, Brighton Unemployed Centre Families Project, Brighton Youth Centre, Brooke Mead Extra Care Facility, Turner Community Centre and the Brighton Centre for Contemporary Arts, which are just a few of the ongoing partnerships that we value. Going forward we expect new partnerships to embed and emerge as we settle into The Dance Space, such as those we have established with our Associate Companies: Three Score Dance, Flexer & Sandiland, Parable Dance and Project Female and our Resident Company Second Hand Dance as well as those we are exploring with the businesses and organisations who share the Circus Street site with us.

### Human resources

Our activity programme and operations are delivered by our staff team and a variety of freelance contractors. On 31 March 2022 our staff team comprised 22 members of staff. Of these 18 identified as female, two as male and two as non-binary; one was White and Black African, 17 were White British, one was White Irish, and three were from other White backgrounds. Of these staff, five identified as a D/deaf or disabled person or had a long-term health condition, 15 considered themselves to be not disabled and two preferred not to say.

Of our eight Trustees at 31 March 2022 six identified as female and two as male; one was Indian, four were White British, two were from other White Backgrounds and one preferred not to say. Of these Trustees one as a D/deaf or disabled person or had a long-term health condition and seven considered themselves to be not disabled.

### Volunteers

Our volunteering programmes are twofold – the first through our community steering group who meet monthly and have developed their curating skills to the point where they are confidently co-curating Our City Dances and other elements of our programme with us. This group ranges in ages from 17 -80 and are all from low socio-economic or marginalised backgrounds. Many of them also identify as having protected characteristics. Alongside this programme we also offer opportunities for local people to support our work during our festivals and programme activity – which can include supporting our artists, gathering evaluations from participants and audiences, and general onsite support and invigilation. We have begun to look at how we can extend volunteering opportunities with new volunteering roles, such as stewarding for performances, now that we have begun to establish ourselves in The Dance Space.

## 5 Achievements and case studies

In 2021/22 we focused on supporting our wide range of projects and partners through ongoing Covid-19 challenges; including arts organisations, community groups and partners, children and young people, artists, and local suppliers. During 2021/22 we provided advice for over 70 artists to seek support and guidance through our artist development programmes and commissioned 4 new screendance films for young audiences. We commissioned a diverse range of live performance work through our commissioning programme including presenting the UK premiere of Sydney Dance Company's film *Years* via our online channels, achieving over 2280 international views. We supported freelance artists to the tune of £93,955 over the year to deliver a wide range of performance and classes activity as well as commissioned work during 2021-22.

### ORGANISATIONAL ACHIEVEMENTS

#### Fundraising

The formal closure of our capital fundraising campaign in July 2021 - thanks to a generous additional grant of £25,000 from Garfield Weston Foundation which took their total investment in The Dance Space to £100,000 – was a significant milestone in South East Dance's history. Our thanks therefore must go not only to all those organisations and individuals who invested financially in the project, but to every single member of the wider SED team – staff and trustees, past and present – who always held fast to our mission to create this amazing new resource for dance in South East England.

Of course, the arrival of The Dance Space is a beginning not an end, and we will still need to elicit considerable additional support to allow us to deliver a comprehensive programme of activities, not just in the building, but across Brighton & Hove and the South East region. However, as our focus is now entirely on generating project and revenue income, we decided not to replace our Fundraising Coordinator when they left in November 2021, and our Head of Fundraising returned to a full-time position from January 2022. Additional ad hoc administrative support will be provided by the Executive Assistant.

Key successes of the last 12 months include:

The publication of our Impact Report of the first three years of The Welcome Project. As a learning organisation, this document not only allows us to review our practice, but adds greater weight to future funding bids for similar programmes of community engagement work.

Grants from Chalk Cliff Trust to boost our Kickstart Young Dance Entrepreneur programme and a renewed investment from D'Oyly Carte Charitable Trust to take our Boys' Movement Classes into their second year. We also received an additional grant from Paul Hamlyn Foundation to underpin Cycle Two of Little Big Dance; a pledge from the Maria Björnson Memorial Fund towards our work with mASCot (as part of The Welcome Project); and, we brokered a new partnership with Legal & General, who agreed to support Our City Dances 2022, as well as offering assistance to our community partners through their skilled volunteering programme. Excitingly, we also received confirmation from Brighton & Hove City Council that they will continue to support The Welcome Project for a further two years.

In terms of individual giving, we plan to relaunch our Own Your Seat campaign in Autumn 2022 and will be piloting a Commissioning Circle, through which mid-level donors will be invited to support and shape our future artistic programme. To encourage a giving culture in The Dance Space, we are also installing a contactless donation terminal in the building, encouraging visitors who can afford it to "pay it forward" so that every body can take part in and enjoy dance in all its forms.



### Evaluation

Evaluation of our work is hugely important to us as a learning organisation. In order to ensure that our programmes are relevant, high quality and diverse, we use a range of tools most appropriate to each individual programme. We continue to strengthen and refine our use of the Impact and Insights evaluation framework that Arts Council England requires of National Portfolio Organisations. In addition, we are also required to undertake Audience Finder surveys for annual submission to Arts Council England. During 2021/22 we reviewed our procedures, given the number of different requirements from Arts Council England and external funders, so that a more streamlined process can be developed to ensure that the workload is achievable and that we meet our funders requirements.

For the purposes of this report, this year we would like to focus the spotlight on participants who took part in our activities across multiple participation programmes.

We have used our South East Dance Impact Evaluation Framework to evaluate this programme, to draw the following statements:

83% of our respondents agreed that they had improved physical wellbeing and health  
58% of our respondents agreed that they had improved mental wellbeing and health  
58% of our respondents agreed that they had more positive feelings about their local community  
67% of our respondents agreed that the activity built more confidence in themselves  
75% of respondents expressed a desire to take part in dance/ the arts again

Alongside this data, we can also extract the following quotes from the participants:

*'These sessions have such a positive effect on my general health and wellbeing. They are fun, creative, and inspiring, and just very uplifting. I love music and movement, but doing it as part of a group is so much more motivating and fun.'*

*'I loved meeting and dancing with members of the community who I wouldn't normally spend time with'*

*'The dance teacher is great. Very inclusive. No pressure and lots of fun.'*

*'Really wonderful to have bespoke dance sessions for mASCot children and young people. Many in our community aren't able to access mainstream groups because of their sensory processing profiles so having these sessions are amazing in access to high quality professional dance teaching.'*

### Digital Strategy

We continue to produce digital content for use on our digital platforms and to position our brand, promote opportunities for people to take part in dance and act as an information source for artists seeking development opportunities. We are also proud to continue to build our support for artists who use digital technologies in their work. In 2021/22, we:

- Presented a series of dance films on our digital platform as part of Our City Dances 2021, in line with our ongoing commitment to keeping a digital offer as part of all our performance contexts.

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- Continue to support Project XO, the new robotics dance work by New Movement Collective. This project is ongoing into 2022/23
- Commissioned four new digital screendance films for young audiences
- Began support for a new international network of artists and academics working in Performing Robots
- Continued to support the national U.Dance regional platform with U.Dance Digital, a key part of that offer, as part of our commitment to profile and showcase youth dance across the region and nationally

Our Digital Strategy for 2021/22 continued to prepare us for the launch of The Dance Space and being ready to advertise and sell tickets to classes and events; use our digital channels to position and raise awareness of the South East Dance brand; and continue to use our analytics to understand what our audiences want from our content.

In 2021/22 we achieved 36,242 page views and over 25,405 unique visitors to the website – which represents a 21,605 increase in individual users to our website – suggesting a much increased interest in us and our work. Unsurprisingly, our most popular page is our What's On page.

In terms of social media, our most successful referral platform to our website is Facebook and our reach on this platform across the year was 213,865, which represents an increase in reach of 197% on 2020/21. On Twitter, our reach was 326,677, representing an increase of 98,677; and on Instagram our reach was 110,754, representing an increase of 86,754.

This major increase in digital reach puts us in an excellent position to continue to build our profile and reach in 2022/23, as we launch the building and attract new audiences.

We are using Monad, our Customer Relationship Management tool, to continue to collect audience data and meet financial targets through event and class sales. We have now linked information from our event management system YesPlan to Monad, streamlining the process of getting events on sale and creating a more efficient flow between programming and communications.

In terms of digital accessibility, we continue to work on improving the accessibility of our website in partnership with The Shaw Trust. At the last assessment in February 2022, we had reduced web accessibility issues by 79%.

## PROGRAMME CASE STUDIES

These Programme Case Studies below reflect just some of our activity and achievements during the year.

**Supporting Artists:** Little Big Dance. Our national programme to develop the quality of performances and range of dance works for early years audiences has completed its first cycle. The Commissioned Artists were Takeshi Matsumoto, (who created *Club Origami*) and George Fellows, (who created *it's ok*). Whilst there was a very difficult period during Covid in 2020 and much of 2021 that meant that performances and rehearsals were cancelled and/or rescheduled multiple times, from July 2021-May 2022 the shows finally toured to early years settings, national and regional venues and international festivals. At the end of May 2022, the audience figures were well over 3000. Club Origami has already toured internationally, travelling to Denmark, Ireland, Mexico and Japan and will continue to tour nationally and internationally with bookings already confirmed for 2023-24.

The impact on the artists who took part in Little Big Dance has been significant in terms of both their creative development, and impressively, their national and international profiles as creative artists with the skills and understanding of how to create successful and impactful work for early years audiences.

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Quotes from Artists who were commissioned:

*'The project has been to me a huge leap and learning curve as a dance artist. Without your generous support, I wouldn't be able to get where I am right now. Although my engagement with the project ends here, I agree that more quality dance performances for this demographic needs to be produced to enrich the cultures that surround children and their families. Observing children and grownups' response to my piece as well as seeing works nationally and internationally, I feel that I want to do more to contribute to that aspect.'* Takeshi Matsumoto, Little Big Dance Artist Cycle 1

Quotes from audiences attending the performances:

*'Joyous! Thank you. Beautifully portrayed for children with an amazing soundtrack. Nuanced, sensitive performances that effectively captured the attention of the full spectrum of small people!'* (parent of a boy, 18 months old)

Lynsey Winship, Dance Critic at The Guardian, wrote a fantastic review after taking her two-year-old son to see Club Origami at The Place, London. This review has increased interest and tour booking numbers have risen through to May 2022. Her review is here: <https://www.theguardian.com/stage/2021/oct/11/club-origami-review-a-mellow-crescendo-to-a-paper-party>

### **Engaging the Community: Neurodivergent Children and Young People**

The Welcome Project has provided a unique opportunity for autistic children and young people living in Brighton & Hove to participate in dance sessions that are genuinely inclusive. The young people are part of the mASCot community. mASCot is a youth club for young people with an Autistic Spectrum Condition and their parents and carers. Many mASCot members have been unable to explore their interests fully because mainstream offers are often inaccessible to neurodivergent young people. It has been gratifying to see their enjoyment and confidence grow as they realise that they are free to engage in any way that's appropriate to them.

Child A, 7 years old, joined for the last term and loved the sessions. The parent explained that as a newly diagnosed autistic child this was their first creative communal project that was just for autistic kids and also just for them (they'd mostly attended activities with their younger sibling) so it had a very positive effect on her sense of self and enjoyment in the dance sessions - she was new to dancing so her new-found skills were a real boost to her confidence - and her sense of belonging to a community.

*'In January 2022 we started the online session with a new artist, Jamaal, and there were new kids. Three kept their cameras off - however a good level of communication was set up with them either using the chat or emojis to feedback. Content was really nicely paced, simple movements just getting into the groove of the music. A request for Rick Astley went down extremely well with everyone!! One of the new kids felt confident enough to switch camera on halfway through the session. Really nice to have some older teens join too. Asked for a thumbs up, middle to show level of enjoyment of the session. Thumbs up all around! It was really helpful having Jamaal's film to show the kids.'* mASCot Coordinator

## 6 Structure, governance and management

### **Charitable status**

South East Dance is a charity registered with the Charity Commission. South East Dance exists to develop dance and support dance artists and practitioners in the South East region. The charitable objectives of South East Dance are as follows:

- (a) To promote, maintain, improve and advance education, particularly the promotion of educational dance projects and the production of educational dance and the general encouragement of the art of dance
- (b) To promote and develop for the benefit of the public the art of dance in the South East Region of the United Kingdom, as defined from time to time, nationally and internationally

We confirm that, under the terms section 17 (5) of The Charities Act 2011, we have complied with our duty to have due regard to the public benefit guidance as published by The Charity Commission. All our charitable activities, highlighted in this report, are undertaken in furtherance of our charitable objects and for the public benefit.

The Board of South East Dance assesses its governance against the Charity Governance Code.

How South East Dance worked in 2021/22 to achieve these objectives and the public benefit thereof is outlined in sections 1-3.

### **Governing documents**

South East Dance is also a company limited by guarantee governed by its Memorandum and Articles of Association, the company was incorporated on 16<sup>th</sup> September 1997. In January 2016, in consultation with and approval from the Charities Commission, the Trustees formally adopted an updated memorandum and articles of association for the company.

### **Appointment of Trustees**

As set out in the Articles of Association the Managing Trustees nominate the Chair of the Trustees. Existing Trustees also nominate all potential Trustees. Nominees appointed by Trustees are subject to the appointment processes outlined in the Memorandum and Articles of Association.

### **Trustee induction and training**

Trustees receive an induction pack and have an orientation meeting with the Executive Director to brief them on their legal obligations, understanding of charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. They also meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. Part of the Trustee induction procedure is to ensure that Trustees understand the process for declaring their own interest and/ or their close family's interest with South East Dance. All Trustees are required to complete a declaration of interest form annually and declaration of conflicts of interest is a standing item on all board and sub-committee agendas.

### **Trustees' responsibilities in relation to financial statements**

The Trustees (who are also directors of South East Dance for the purposes of company law) are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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### Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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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 judgments and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The liability of the members is limited to a sum not exceeding £10, being the amount that each member undertakes to contribute to the assets of the charity in the event of its being wound up while he, she or it is a member or within one year after he, she or it ceases to be a member. The total number of such guarantees at 31<sup>st</sup> March 2022 was nine. The Trustees are members of the charitable company but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

#### **Auditors**

A resolution will be proposed at a Trustees Meeting of South East Dance that Sayer Vincent LLP be re-appointed as auditors for the charity for the ensuing year.

#### **Management**

Cath James as Artistic Director and Rachel Gibson as Executive Director are appointed by the Trustees to be jointly responsible for the management of the day-to-day operations of the company. To facilitate effective operations, the Artistic Director and Executive Directors have delegated authority, within terms approved by the Trustees, for delivering the agreed programme as defined within the current business plan; this includes day-to-day responsibility for operational matters including finance, personnel and artistic related activity. Within the terms of that delegated authority, the Artistic and Executive Directors work with senior management team to deliver the charity's activities. Any activity outside the remit of the approved business plan, or course of action outside the remit of approved policies and procedures, is referred to Trustees for discussion and approval, usually through our regular Trustee meetings.

The Board of Trustees administers the charity. The Trustees meet four times a year, with additional extraordinary meetings scheduled if required to deal with any additional decision-making required, in particular in relation to *The Dance Space*.

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2022

In addition to the full Board the charitable company currently has two sub-committees. The Finance and Audit sub-committee reviews finance and risk management. The sub-committee meets four times per year and reports directly to the Board, the committee consists of four Trustees and is attended by three members of staff.

The Remuneration sub-committee, established in January 2019, meets once a year to oversee and approve staff remuneration levels.

#### Volunteers

Our engagement with volunteers in 2021/22 is outlined in section 3 under Human Resources.

#### Remuneration policy for key management personnel

South East Dance has a written remuneration policy which was approved by the Board on 3 October 2017. The Remuneration Sub-Committee was established in January 2019 as a sub-committee of Trustees, meeting annually to review remuneration policy and scrutinise decisions. The salaries budget for 2021/22 was approved at the 20 January 2021 Remuneration Sub-Committee meeting, including remuneration for the senior Executive and Artistic roles. No employee at South East Dance receives a salary of more than £60,000 p.a. We do not employ interns without pay and will pay the Living Wage as a minimum. Pay rates are benchmarked regularly against sector pay movements and inflationary indices, although as a small charity affordability is a paramount consideration.

#### Risk management

The Trustees have a risk management strategy that comprises:

- A review of the Strategic Risk Register at every meeting of the Finance and Audit sub-committee and the Board. The Strategic Risk Register is reviewed and updated by the Senior Leadership Team ahead of each F&A and Board meeting
- The establishment of systems and procedures to mitigate those risks identified in the register
- The implementation of procedures designed to minimise any potential impact to the charitable company should those risks materialise

| Principal risks and mitigations 2022/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Risk:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Likelihood<br>(pre-mitigation) | Mitigations:                                                                                                                                                                                                                                                                                                                                                                                         |
| Financial sustainability:<br>There are particular risks around our financial sustainability as we develop a new business model in The Dance Space. We cannot have certainty about our ability to generate sufficient income or whether our budget figures for overheads and operational costs are realistic until we have sufficient actual financial information to be able to test our budgets against real operational costs and income. Our ability to create a sustainable model is further threatened if Covid-19 social distancing requirements resume which could reduce the capacities for all our activities. | High                           | Financial modelling for 2022/23 is based on a detailed reassessment of likely demand for studio, office and meeting room space and of operational costs in the building. The 2022/23 budget factors in that we will be incurring TDS-related costs for a full year but only earning significant income from September 2022. The shortfall is offset by the additional reserves from the CRF funding. |

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The volatility of the wider economic landscape, with high inflation and energy costs poses further threats to our financial sustainability.</p>                                              |               | <p>We have instigated monthly review meetings to monitor performance against income and expenditure targets and adjust our plans as required.</p> <p>Specific steps we will take if costs increase or income fails to meet targets include:</p> <ul style="list-style-type: none"> <li>• Increasing our prices for hires</li> <li>• Reducing the contribution from our core funding to the activity programme</li> <li>• Open for external hires on Sundays and charge out all associated costs</li> <li>• Reduce our curated programme to release more space for external hires. Lead-in times would be required for this mitigation as it would entail making a decision to reduce the curated programme ahead of activity being confirmed and publicised</li> </ul> <p>Fundraising Strategy for 2021-23 reviewed and refined as part of 2020/21 and 2022/23 Business Planning process with renewed focus on revenue funding for programme activity now that capital campaign is complete.</p> |
| <p>Core funding instability</p>                                                                                                                                                                 | <p>Low</p>    | <p>We have received a conditional offer of NPO funding from ACE of £580,660 per year for the three years 2023-26. This is standstill on our current level of NPO funding.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>Staff capacity</p> <p>As we move into a new way of working as a building-based organisation there is a risk that the staff team becomes overstretched and unable to perform effectively.</p> | <p>Medium</p> | <p>During 2021/22 we recruited additional staff into new roles that were specific to operating a building. These included a Building Manager, a Receptionist and a Head of Production. A second Receptionist joined us in September 2022.</p> <p>We are looking to find resources to bring in duty management for evening shifts to reduce pressure on the core</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

|                                                                                                                                                                                                                                                                                                                                                                |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                |     | team, who have been covering all Duty Management shifts through our TEST and launch periods.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p>Health and safety and safeguarding</p> <p>Running a building has required us to significantly increase our policy and practice in relation to the safety of those using the building. We need to remain vigilant to the risks posed to building users by the fabric, fittings and equipment in the building and the activities that take place therein.</p> | Low | <p>Our Building Manager has created a cyclical maintenance schedule to ensure that all equipment is serviced, tested and maintained.</p> <p>Risk Assessments and Method Statements are produced for all activities and routine building processes.</p> <p>The majority of staff are Fire Warden and First Aid trained.</p> <p>Fire drills are carried out regularly.</p> <p>All staff have undertaken online and in person safeguarding training. Ultimate responsibility for safeguarding lies with the Executive Director. The Senior Producer is the Designated Safeguarding Officer and the Assistant Producer for Children and Young People's work leads on E-Safeguarding. The Safeguarding Policy is reviewed every two years or in response to changes in legislation.</p> |

### Fundraising practices review

All fundraising practices are framed within the values and principles of the organisation. We registered with the Fundraising Regulator in July 2019.

The fundraising team is internal and South East Dance does not currently use external professional fundraisers. We do not employ the services of any fundraising agencies or third parties, nor have we run telephone or door-to-door fundraising campaigns. Our relationship with our supporters is very important to us and we do not wish our supporters to feel under any undue pressure to donate to us. We do not make direct contact with the general public in any of our fundraising campaigns. Fundraising staff are, nevertheless, conversant with the Code of Fundraising Practice.

We have a Gift Acceptance policy in place which includes processes for due diligence on all donations and grants received. This policy is supported by a Gift Acceptance template, which ensures that clear parameters and responsibilities are formally agreed between partners.

We have ensured we are in line with the GDPR data protection regulations and all other relevant codes of conduct. We received no complaints about our fundraising practices during the year.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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### Data Collection and Monitoring

#### Digital:

Our Communications Team take the lead in gathering analytics around our digital audiences. We now have a Google Dashboard, which interacts with Google Analytics and all our social media platforms to give us a combined picture of the efficacy of our digital activity. There is now a UTM code generator for the team to use when working on specific campaigns. This enables a very targeted evaluation approach with regards to which channels and which messages are most successful.

We currently report on the following statistics:

- Hits and unique visitors to our website (southeastdance.org.uk), plus more detailed analysis such as page drop off, time spent on site and engagement with content
- Website referrals from other sites and media
- The reach (both paid and organic) and engagement in our social media channels and specific posts – Twitter, Facebook, YouTube and Instagram
- Our monthly average e-news opens and click throughs on content

#### Audiences/artists/shows:

Each activity within the SED programme has its own Project Sheet and staff update this with activity details (location, who is involved, description of activity), relevant audience/participation figures, anonymous monitoring data.

Audience/participation figures are collected in one of four ways:

- Ticket data from partner organisations (box office reports)
- Ticket data from our own online systems (i.e. Eventbrite)
- Attendance recorded by SED staff (sign-in sheet/register/headcount)
- Estimation of audiences at non-ticketed events using click counters

Monitoring data is mainly collected via anonymous online forms (Survey Monkey) and we use in-built analytical tools to interpret the data. When online forms are not accessible (e.g. working with older adults who do not access computers), we collect the data via paper forms and upload this data to our system. We use these monitoring forms for: open call outs, participatory projects and artists we engage (e.g. to deliver elements of our programme, or successful programme applicants).

Each year, relevant figures are taken from the Project sheets and entered into our Measures of Success document. This is based on the figures we need to collect for our Arts Council England National Portfolio Organisation annual submission.

Our data allows us to track our commitment to diversity, to rethink our approach, diversify our networks and ensure equity is at the heart of what we do.

Below are some of the statistics from our Artistic Programme that underpin our commitment to equality and diversity.

Across our whole artistic programme for 2021/22, we can demonstrate our percentages engagement with artists and participants from protected characteristics or from low socio-economic or marginalised backgrounds:

- 100% for ALIGN Artists
- 100% for Commissioned Artists
- 100% for our Mentoring programme

- 75% for Little Big Dance artists (from backgrounds that experience racism/under-representation within the sector)
- 100% for Little Big Dance EY participants (all from low socio-economic or marginalised backgrounds)
- 100% for The Welcome Project participants (all from low socio-economic or marginalised backgrounds)
- 100% of Our City Dances programme targeted to participants from low socio-economic or marginalised backgrounds

#### **Our Anti-Racism Commitment**

As a leader in dance development, dedicated to challenging perceptions of what dance is, who it's for and what it can achieve, inclusivity is one of our core values and we believe that diversity in all of its forms is an essential building block for creativity. We wrote our anti-racist statement in August 2020 and renewed our stated commitment to monitoring and being held accountable. Our monitoring data for 2020/21 showed just under 15% engagement with people from the Global Majority backgrounds through our recruitment processes. Our recruitment monitoring data for 2021/22 shows applications from Global Majority candidates had risen to 27% which encourages us to believe that the more targeted approaches we are taking to advertising posts is yielding some results in terms of the candidates we are attracting. We are continuing to scrutinise where we advertise and how we invite applications and carry out interviews in order to reach out to candidates from Global Majority and other diverse backgrounds.

In line with our four-step plan that we will review each year:

- We will redouble our commitment to supporting artists who experience racism and commit to offering a minimum of 30% of all artist development, programming and presenting employment opportunities to artists who experience racism. REPORT ON PROGRESS: In Our City Dances programme in 2021/22, we reached a target of 50% of our presenting opportunities to artists who experience racism, and 38% of our commissions went to Global Majority artists.
- We will reshape our Artists Advisory programme through consultation, to ensure it specifically addresses the needs of artists who experience racism. REPORT ON PROGRESS: Whilst this is yet to begin, we plan to undertake this work in the 2022/23 year, once we are established in The Dance Space
- We will review our recruitment processes to ensure our job advertising reaches and actively encourages a diverse range of candidates and our selection process enables those candidates to present themselves to their best advantage. REPORT ON PROGRESS: We have reviewed our recruitment processes using the Inc Arts Unlock tool, and have begun to put them into practice for our latest recruitment for new staff. This has not achieved the results we were hoping for, and so are now trying a new targeted approach to grass roots Global Majority black led organisations and networks.
- We will reaffirm our zero tolerance of harassment and bullying, continue to build on existing policies, and introduce mandatory anti-racism training for the team and board, alongside our existing and ongoing unconscious-bias training led by Mel Larsen and Ishreen Bradley. REPORT ON PROGRESS: We have set up an anti-racism sub group for our board and commenced a durational anti-racism learning programme, and the staff team has previously undertaken part two of our Unconscious Bias training with Mel Larsen and Ishreen Bradley. Given the time constraints on the team as we moved into the Dance Space, particularly the time we needed to devote to essential health and safety training, we are committed to undertaking whole-team anti-racism training during the autumn of 2022/23.

We continue to hold ourselves accountable to our plan and to publish outcomes and learnings every year in this Annual Report.

## 7 Financial review

### **Result for the year**

Financially, South East Dance exceeded its financial projections. Operationally, the organisation incurred a surplus on unrestricted funds of £6,872 compared with a budgeted deficit of £(121,476). The budget included Income and Expenditure for The Dance Space operations which were not incurred as a result of the delay in opening. General funds outturn is better than budgeted mainly due to additional emergency grants received and savings on operational expenditure.

Total income for the year amounted to £1,239,629 (2020/21 £1,149,774) and resources expended on programmes amounted to £827,180 (2020/21 £736,730), including those relating to The Dance Space.

In addition, capital expenditure was incurred on The Dance Space totalling £429,381 (2020/21 £103,589).

Full details of the work supported by this expenditure are contained in the foregoing sections of this report. The organisation's principal funders are shown in note 4 to the accounts.

At 31st March 2022 general fund reserves amounted to £241,023 (2020/21 £234,151), including free reserves of £236,013 (2020/21 £227,472).

At 31st March 2022 restricted funds of £230,758 were held to fund specific projects and activities as agreed with the relevant funders (2020/21 £169,476).

In addition, restricted funds totalling £1,335,369 were held at 31st March 2022 in respect of capitalised TDS spend (2020/21 £905,988). In addition to this the £152,000 awarded through the Cultural Recovery Fund is designated against potential loss of TDS income post opening.

### **Reserves policy**

The Trustees clarified the wording of the reserves policy in June 2019 to make more explicit that the reserves cover three months operating **and** programme project costs. The clarified wording states:

*"South East Dance's reserves policy is that the organisation shall seek to maintain general fund reserves equal to three months' expenditure, including both operational and programme project costs. This policy is set to ensure that liabilities can be met as they fall due, and that the organisation has the flexibility to react to any changes in funding."*

Based on budgeted expenditure for 2022/23 the policy calls for general funds reserves of £268,341 which represent three months operational and programme project costs compared with actual free reserves of £236,013. In addition to these general reserves, South East Dance also has £152,000 of CRF funding (see below).

The Trustees are conscious of the potential impact of the capital project on the charitable company and have through long-term financial planning sought to mitigate potential risks. Steps taken to secure core revenue funding from its principal funder for the next three years and achieving the earned income target in the year 2022/23 will assist in reducing the impact on the charitable company reserves at this time.

## **South East Dance Limited**

Report of the Trustees for the year ended 31<sup>st</sup> March 2022

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The award from the Cultural Recovery Fund received in 2020/21 enabled the Trustees to increase general reserves by £152,000 which will support the planned budgeted deficits in 2022/23 and 2023/24 as South East Dance establishes a new business model in The Dance Space.

### **Going concern**

Having made due enquiries and having paid particular regard to the matters outlined in Section 3 of this report and in light of the increase additional reserve of £152,000 mentioned above, the Trustees consider that there are no material uncertainties as to the charitable company's ability to continue as a going concern.

# 8 Thanks

We would like to acknowledge the long-term commitment of our key funders, as well as everyone that has supported us over the past year. Thanks to your belief in our vision, we are able to continue to share our passion for dance with the communities, artists and the wide range of audiences we work with. Simply put: nothing we do would be possible without you. Thank you.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Funders, Donors and Supporters</b></p> <p><b>Public Funders</b><br/> Arts Council England<br/> Brighton &amp; Hove City Council<br/> Nesta</p> <p><b>Trusts and Foundations</b><br/> The 29<sup>th</sup> May 1961 Charity<br/> Chalk Cliff Trust<br/> D'Oyly Carte Charitable Trust<br/> Esmée Fairbairn Foundation<br/> Garfield Weston Foundation<br/> Maria Björnson Memorial Fund<br/> Paul Hamlyn Foundation<br/> The Pebble Trust<br/> Rampion Community Benefit Fund<br/> Sussex Community Foundation<br/> Wolfson Foundation</p>                                                                             | <p><b>Corporate Partners</b><br/> Brighton &amp; Hove Bus and Coach Company<br/> Legal &amp; General plc<br/> shedkm</p> <p><b>Individual Donors</b><br/> Rod &amp; Carol Aldridge<br/> Joe Bates<br/> Korina Biggs<br/> Ian Cunningham<br/> Cath James<br/> Rose Kigwana &amp; Jason Nuttall<br/> Marina Norris<br/> The late Ian Parlane RIP<br/> Jonathan &amp; Hazel Singleton<br/> John Struthers<br/> Lindsay &amp; Sarah Tomlinson<br/> Sally Anne Tottle<br/> Philip Willett</p> <p>and all those who wish to remain anonymous</p>                       |
| <p><b>Project Partners</b><br/> Artists4Artists<br/> Arts Award<br/> Artsmark<br/> Artswork<br/> Attenborough Centre for the Creative Arts<br/> Brighton Centre for Contemporary Arts<br/> Brighton Digital Festival<br/> Brighton Fringe<br/> Brighton &amp; Hove City Council<br/> Senior Housing &amp; Active for Life<br/> Brighton Dome &amp; Festival<br/> Brighton Unemployment Centre's Families Project<br/> Brighton Youth Centre<br/> DanceEast<br/> Dance Woking<br/> Dance Umbrella<br/> Imaginate<br/> Lighthouse<br/> Motus, MK<br/> Move South East UK Dance Network<br/> National Youth Dance Company</p> | <p>One Dance UK<br/> Oxford City Council<br/> Pavilion Dance South West<br/> People Dancing<br/> Puffin Community Nursery<br/> Roundabout Nursery<br/> Secondhand Dance<br/> Spark Arts<br/> Starcatchers<br/> Strike a Light Festival<br/> Take Art<br/> Tandemworks<br/> Turner Children's Centre<br/> Turner Community Project<br/> The Place<br/> Trust For Developing Communities<br/> University of Brighton<br/> University of Christchurch Canterbury<br/> University of Surrey<br/> University of Sussex<br/> Wise Owl Nursery<br/> Yorkshire Dance</p> |

## 9 Financial statements and reports

The financial report and accounts follow, including:

- Auditors report
- Financial statements for the year

This report and accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006) respectively. Approved by the Board, on the recommendation of Finance and Audit Sub-Committee, on 30 November 2022, and signed on behalf of the charitable company by:

**Name: Gordon Mattocks**

**Title: Trustee**

Signed by order of the charity Trustees  
South East Dance

30 November 2022

# **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2022

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## **Opinion**

We have audited the financial statements of South East Dance Limited (the 'charitable company') for the year ended 31 March 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2022

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information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2022

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to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Judith Miller (Senior statutory auditor)

14 December 2022

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

## South East Dance Limited

### Statement of financial activities (incorporating an income and expenditure account) For the year ended 31 March 2022

|                                                                           |      |                   |                  | 2022             |                   |                  | 2021             |
|---------------------------------------------------------------------------|------|-------------------|------------------|------------------|-------------------|------------------|------------------|
|                                                                           | Note | Unrestricted<br>£ | Restricted<br>£  | Total<br>£       | Unrestricted<br>£ | Restricted<br>£  | Total<br>£       |
| <b>Income from:</b>                                                       |      |                   |                  |                  |                   |                  |                  |
| Donations and legacies                                                    | 3    | 600,691           | 12,044           | <b>612,735</b>   | 665,247           | 168,402          | 833,649          |
| Charitable activities                                                     |      |                   |                  |                  |                   |                  | -                |
| Artists development programme                                             | 4    | -                 | 194,465          | <b>194,465</b>   | -                 | 100,700          | 100,700          |
| Community and participation programme                                     | 4    | -                 | 68,352           | <b>68,352</b>    | -                 | 88,755           | 88,755           |
| Performances and events                                                   | 4    | -                 | 1,264            | <b>1,264</b>     | -                 | 8,410            | 8,410            |
| The Dance Space                                                           | 4    | -                 | 361,636          | <b>361,636</b>   | -                 | 117,392          | 117,392          |
| Investments                                                               | 5    | 1,177             | -                | <b>1,177</b>     | 868               | -                | 868              |
| <b>Total income</b>                                                       |      | <b>601,868</b>    | <b>637,761</b>   | <b>1,239,629</b> | <b>666,115</b>    | <b>483,659</b>   | <b>1,149,774</b> |
| <b>Expenditure on:</b>                                                    |      |                   |                  |                  |                   |                  |                  |
| Raising funds                                                             | 6a   | 52,254            | -                | <b>52,254</b>    | 63,303            | -                | 63,303           |
| Charitable activities                                                     |      |                   |                  |                  |                   |                  | -                |
| Artists development programme                                             | 6a   | 307,656           | 114,381          | <b>422,037</b>   | 292,771           | 23,871           | 316,642          |
| Community and participation programme                                     | 6a   | 163,024           | 85,755           | <b>248,779</b>   | 214,788           | 71,706           | 286,494          |
| Performances and events                                                   | 6a   | 54,100            | 2,663            | <b>56,763</b>    | 53,869            | 10,191           | 64,060           |
| The Dance Space                                                           | 6a   | 17,962            | 29,385           | <b>47,347</b>    | -                 | 6,231            | 6,231            |
| <b>Total expenditure</b>                                                  |      | <b>594,996</b>    | <b>232,184</b>   | <b>827,180</b>   | <b>624,731</b>    | <b>111,999</b>   | <b>736,730</b>   |
| <b>Net income for the year and net movement on funds before transfers</b> |      | <b>6,872</b>      | <b>405,577</b>   | <b>412,449</b>   | <b>41,384</b>     | <b>371,660</b>   | <b>413,044</b>   |
| Transfers                                                                 |      | -                 | -                | -                | (58,349)          | 58,349           | -                |
| <b>Net net movement on funds</b>                                          | 7    | <b>6,872</b>      | <b>405,577</b>   | <b>412,449</b>   | <b>(16,965)</b>   | <b>430,009</b>   | <b>413,044</b>   |
| <b>Reconciliation of funds:</b>                                           |      |                   |                  |                  |                   |                  |                  |
| Total funds brought forward                                               |      | 234,151           | 1,321,088        | <b>1,555,239</b> | 251,116           | 891,079          | 413,044          |
| <b>Total funds carried forward</b>                                        |      | <b>241,023</b>    | <b>1,726,665</b> | <b>1,967,688</b> | <b>234,151</b>    | <b>1,321,088</b> | <b>1,555,239</b> |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 17 (a) to the financial statements.

# South East Dance Limited

Company no. 03434501

## Balance sheet

As at 31 March 2022

|                                                | Note   | £              | 2022<br>£        | £       | 2021<br>£ |
|------------------------------------------------|--------|----------------|------------------|---------|-----------|
| <b>Fixed assets:</b>                           |        |                |                  |         |           |
| Tangible assets                                | 12     |                | <b>1,340,379</b> |         | 912,667   |
|                                                |        |                | <hr/>            |         | <hr/>     |
|                                                |        |                | <b>1,340,379</b> |         | 912,667   |
| <b>Current assets:</b>                         |        |                |                  |         |           |
| Debtors                                        | 13     | <b>62,945</b>  |                  | 119,847 |           |
| Cash at bank and in hand                       |        | <b>687,511</b> |                  | 739,346 |           |
|                                                |        |                | <hr/>            | <hr/>   |           |
|                                                |        |                | <b>750,456</b>   | 859,193 |           |
| <b>Liabilities:</b>                            |        |                |                  |         |           |
| Creditors: amounts falling due within one year | 14     | <b>123,147</b> |                  | 186,986 |           |
|                                                |        |                | <hr/>            | <hr/>   |           |
| <b>Net current assets</b>                      |        |                | <b>627,309</b>   |         | 672,207   |
|                                                |        |                | <hr/>            |         | <hr/>     |
| <b>Total assets less current liabilities</b>   |        |                | <b>1,967,688</b> |         | 1,584,874 |
|                                                |        |                |                  |         |           |
| Creditors: amounts falling due after one year  | 15     |                | -                |         | 29,635    |
|                                                |        |                | <hr/>            |         | <hr/>     |
| <b>Total net assets</b>                        | 16     |                | <b>1,967,688</b> |         | 1,555,239 |
|                                                |        |                | <hr/>            |         | <hr/>     |
| <b>The funds of the charity:</b>               | 17 (a) |                |                  |         |           |
| Restricted income funds                        |        |                | <b>1,726,665</b> |         | 1,321,088 |
| Unrestricted income funds:                     |        |                |                  |         |           |
| General funds                                  |        | <b>241,023</b> |                  | 234,151 |           |
|                                                |        |                | <hr/>            | <hr/>   |           |
| Total unrestricted funds                       |        |                | <b>241,023</b>   |         | 234,151   |
|                                                |        |                | <hr/>            |         | <hr/>     |
| <b>Total charity funds</b>                     |        |                | <b>1,967,688</b> |         | 1,555,239 |
|                                                |        |                | <hr/>            |         | <hr/>     |

Approved by the trustees on 30 November 2022 and signed on their behalf by

Name: Gordon Mattocks

Title: Trustee

# South East Dance Limited

## Statement of cash flows

For the year ended 31 March 2022

|                                                        | Note | 2022<br>£ | 2021<br>£ |
|--------------------------------------------------------|------|-----------|-----------|
| Cash flows from operating activities                   | 18   |           |           |
| Net cash provided by operating activities              |      | 492,459   | 341,588   |
| Cash flows from investing activities:                  |      |           |           |
| Purchase of fixed assets                               |      | (429,381) | (104,620) |
| Net cash (used) provided by investing activities       |      | (429,381) | (104,620) |
| Cash flows from financing activities:                  |      |           |           |
| Repayments of borrowing                                |      | (114,913) | (64,432)  |
| Net cash provided by financing activities              |      | (114,913) | (64,432)  |
| Change in cash and cash equivalents in the year        |      | (51,835)  | 172,536   |
| Cash and cash equivalents at the beginning of the year |      | 739,346   | 566,810   |
| Cash and cash equivalents at the end of the year       | 19   | 687,511   | 739,346   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

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### 1 Accounting policies

#### a) Statutory information

South East Dance Limited is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address is The Dance Space; 2 Market Square; Circus Street; Brighton; BN2 9AS.

#### b) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

South East Dance has a 100% owned trading subsidiary, South East Dance Trading Limited (company registration number 11674921). The trading company was dormant in the year and is therefore not consolidated in these financial statements.

#### c) Charitable status

The charitable company meets the definition of a public benefit entity under FRS 102.

#### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. In arriving at this conclusion, the trustees have taken into account the matters outlined in section 3 of the Trustees Report relating to the impact of Covid-19, and in particular the award after the year end of Arts Council Cultural Recovery Fund and Capital Kickstart grants totalling £587,428.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

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### 1 Accounting policies (continued)

#### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- Expenditure on charitable activities includes the costs of programme and project activity undertaken to further the purposes of the charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on project expenditure, of the amount attributable to each activity:

- |                                         |     |
|-----------------------------------------|-----|
| • Artists development programme         | 58% |
| • Community and participation programme | 34% |
| • Performances and events               | 8%  |
| • The Dance Space                       | 0%  |

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

#### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £200. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- |                      |                               |
|----------------------|-------------------------------|
| • Computer equipment | 25% reducing balance          |
| • Office equipment   | 25% reducing balance          |
| • The Dance Space    | not depreciated until opening |

#### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2022

### 1 Accounting policies (continued)

#### o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### p) Pensions

The company contributes to each employee's Individual Personal Pension plan.

#### q) Trading subsidiary

On 13th November 2019, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited (Company No 11674921). The company was dormant for the period to 31st March 2021 and the year ended 31st March 2022 and accordingly its profit and loss account and balance sheet are not included in the accounts of South East Dance.

### 2 Detailed comparatives for the statement of financial activities

|                                                               | Unrestricted<br>£ | Restricted<br>£  | 2021<br>Total<br>£ |
|---------------------------------------------------------------|-------------------|------------------|--------------------|
| <b>Income from:</b>                                           |                   |                  |                    |
| Donations and legacies                                        | 665,247           | 168,402          | 833,649            |
| Charitable activities                                         | -                 | 315,257          | 315,257            |
| Investments                                                   | 868               | -                | 868                |
| <b>Total income</b>                                           | <b>666,115</b>    | <b>483,659</b>   | <b>1,149,774</b>   |
| <b>Expenditure on:</b>                                        |                   |                  |                    |
| Raising funds                                                 | 63,303            | -                | 63,303             |
| Charitable activities                                         | 561,428           | 105,768          | 667,196            |
| The Dance Space                                               | -                 | 6,231            | 6,231              |
| <b>Total expenditure</b>                                      | <b>624,731</b>    | <b>111,999</b>   | <b>736,730</b>     |
| <b>Net income before gains / (losses) on investments</b>      | <b>41,384</b>     | <b>371,660</b>   | <b>413,044</b>     |
| Transfers                                                     | (58,349)          | 58,349           | -                  |
| <b>Net expenditure for the year and net movement in funds</b> | <b>(16,965)</b>   | <b>430,009</b>   | <b>413,044</b>     |
| <b>Total funds brought forward</b>                            | <b>251,116</b>    | <b>891,079</b>   | <b>1,142,195</b>   |
| <b>Total funds carried forward</b>                            | <b>234,151</b>    | <b>1,321,088</b> | <b>1,555,239</b>   |

### 3 Income from donations and legacies

|                                               | Unrestricted<br>£ | Restricted<br>£ | 2022<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ |
|-----------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <i>Grants receivable for core activities:</i> |                   |                 |                    |                   |                 |                    |
| Arts Council England - National Portfolio     | 580,661           | -               | 580,661            | 580,660           | -               | 580,660            |
| Arts Council Grant - Cultural Recovery Fund   | -                 | 12,044          | 12,044             | -                 | 168,402         | 168,402            |
| Paul Hamlyn Foundation                        | 20,000            | -               | 20,000             | 60,000            | -               | 60,000             |
| Esmée Fairburn Foundation                     | -                 | -               | -                  | 17,032            | -               | 17,032             |
| Bigwood donation                              | -                 | -               | -                  | 7,500             | -               | 7,500              |
| Other donations                               | 30                | -               | 30                 | 55                | -               | 55                 |
|                                               | 600,691           | 12,044          | 612,735            | 665,247           | 168,402         | 833,649            |
|                                               | 600,691           | 12,044          | 612,735            | 665,247           | -               | 833,649            |

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2022

### 4 Income from charitable activities

|                                                     | Unrestricted<br>£ | Restricted<br>£ | 2022<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ |
|-----------------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <b>Artists development programme</b>                |                   |                 |                    |                   |                 |                    |
| Paul Hamlyn Foundation                              | -                 | 84,000          | <b>84,000</b>      | -                 | 84,000          | 84,000             |
| Arts Council England                                | -                 | 47,920          | <b>47,920</b>      | -                 | -               | -                  |
| Chalk Cliff Trust                                   | -                 | 3,000           | <b>3,000</b>       | -                 | -               | -                  |
| Department for Work and Pensions                    | -                 | 37,504          | <b>37,504</b>      | -                 | -               | -                  |
| Brighton & Hove City Council                        | -                 | -               | -                  | -                 | 2,000           | 2,000              |
| Jamie Watton Fund (2020 Artists)                    | -                 | -               | -                  | -                 | 2,200           | 2,200              |
| Other project income                                | -                 | 22,041          | <b>22,041</b>      | -                 | 12,500          | 12,500             |
| Sub-total for Artists development programme         | -                 | 194,465         | <b>194,465</b>     | -                 | 100,700         | 100,700            |
| <b>Community and participation programme</b>        |                   |                 |                    |                   |                 |                    |
| Sussex Community Foundation                         | -                 | -               | -                  | -                 | 3,413           | 3,413              |
| Brighton & Hove City Council                        | -                 | 44,376          | <b>44,376</b>      | -                 | 44,376          | 44,376             |
| Esmée Fairbairn Foundation                          | -                 | 20,000          | <b>20,000</b>      | -                 | 40,000          | 40,000             |
| D'Oily Carte Charitable Trust                       | -                 | 3,000           | <b>3,000</b>       | -                 | -               | -                  |
| Other project income                                | -                 | 976             | <b>976</b>         | -                 | 966             | 966                |
| Sub-total for Community and participation programme | -                 | 68,352          | <b>68,352</b>      | -                 | 88,755          | 88,755             |
| <b>Performances and events</b>                      |                   |                 |                    |                   |                 |                    |
| Brighton & Hove City Council                        | -                 | -               | -                  | -                 | 8,000           | 8,000              |
| The Mill Arts Centre                                | -                 | -               | -                  | -                 | -               | -                  |
| Other project income                                | -                 | 1,264           | <b>1,264</b>       | -                 | 410             | 410                |
| Sub-total for Performances and events               | -                 | 1,264           | <b>1,264</b>       | -                 | 8,410           | 8,410              |
| <b>The Dance Space</b>                              |                   |                 |                    |                   |                 |                    |
| Arts Council England                                | -                 | 303,551         | <b>303,551</b>     | -                 | 103,377         | 103,377            |
| Garfield Weston                                     | -                 | 25,000          | <b>25,000</b>      | -                 | -               | -                  |
| Pebble Trust                                        | -                 | -               | -                  | -                 | 10,000          | 10,000             |
| Marina Kleinwort Trust                              | -                 | 32,500          | <b>32,500</b>      | -                 | -               | -                  |
| Own Your Seat                                       | -                 | 450             | <b>450</b>         | -                 | 1,051           | 1,051              |
| Jamie Watton Fund                                   | -                 | -               | -                  | -                 | -               | -                  |
| Donations                                           | -                 | 135             | <b>135</b>         | -                 | 2,964           | 2,964              |
| Total Jamie Watton Fund                             | -                 | 135             | <b>135</b>         | -                 | 2,964           | 2,964              |
| Sub-total for The Dance Space                       | -                 | 361,636         | <b>361,636</b>     | -                 | 117,392         | 117,392            |
| Total income from charitable activities             | -                 | 625,717         | <b>625,717</b>     | -                 | 315,257         | 315,257            |

### 5 Income from investments

|                  | Unrestricted<br>£ | Restricted<br>£ | 2022<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ |
|------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| UK bank interest | 1,177             | -               | <b>1,177</b>       | 868               | -               | 868                |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 6a Analysis of expenditure (current year)

|                               | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                 |                 |
|-------------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|-----------------|-----------------|
|                               | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2022 Total<br>£ | 2021 Total<br>£ |
| Staff costs (Note 8)          | 51,530                     | 155,355                            | 132,970                                    | 16,948                       | 30,006               | -                     | 112,260            | 499,069         | 497,028         |
| Freelance costs               | -                          | -                                  | -                                          | -                            | -                    | -                     | 12,302             | 12,302          | 2,942           |
| Other staffing costs          | -                          | -                                  | -                                          | -                            | -                    | -                     | 6,458              | 6,458           | 2,515           |
| Building overheads            | -                          | -                                  | -                                          | -                            | -                    | -                     | 30,385             | 30,385          | 44,531          |
| Operational overheads         | 724                        | -                                  | -                                          | -                            | -                    | -                     | 35,450             | 36,174          | 38,022          |
| Communications                | -                          | -                                  | -                                          | -                            | -                    | -                     | 24,748             | 24,748          | 24,843          |
| Projects and activities       | -                          | 124,286                            | 31,870                                     | 20,663                       | -                    | -                     | -                  | 176,819         | 100,284         |
| Other                         | -                          | -                                  | -                                          | -                            | -                    | -                     | 3,798              | 3,798           | 3,348           |
| Audit fee                     | -                          | -                                  | -                                          | -                            | -                    | 13,948                | -                  | 13,948          | 11,557          |
| Legal costs                   | -                          | -                                  | -                                          | -                            | -                    | -                     | -                  | -               | -               |
| Trustee and Board costs       | -                          | -                                  | -                                          | -                            | -                    | 1,520                 | -                  | 1,520           | 1,001           |
| The Dance Space               | -                          | -                                  | -                                          | -                            | 17,341               | -                     | -                  | 17,341          | 1,011           |
| Finance costs                 | -                          | -                                  | -                                          | -                            | -                    | -                     | 4,618              | 4,618           | 9,648           |
|                               | 52,254                     | 279,641                            | 164,840                                    | 37,611                       | 47,347               | 15,468                | 230,019            | 827,180         | 736,730         |
| Support costs                 | -                          | 133,424                            | 78,650                                     | 17,945                       | -                    | -                     | (230,019)          |                 |                 |
| Governance costs              | -                          | 8,972                              | 5,289                                      | 1,207                        | -                    | (15,468)              | -                  | -               |                 |
| <b>Total expenditure 2022</b> | <b>52,254</b>              | <b>422,037</b>                     | <b>248,779</b>                             | <b>56,763</b>                | <b>47,347</b>        | <b>-</b>              | <b>-</b>           | <b>827,180</b>  | <b>736,730</b>  |
| Total expenditure 2021        | 63,303                     | 316,642                            | 286,494                                    | 64,060                       | 6,231                | -                     | -                  | 736,730         |                 |

Of the total expenditure, £594,996 was unrestricted (2021: £624,731) and £232,184 was restricted (2021: £111,999).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 6b Analysis of expenditure (Prior year)

|                               | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                 |
|-------------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|-----------------|
|                               | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2021 Total<br>£ |
| Staff costs (Note 8)          | 61,226                     | 96,461                             | 162,192                                    | 33,586                       | 5,220                | -                     | 138,343            | 497,028         |
| Freelance costs               | -                          | -                                  | -                                          | -                            | -                    | -                     | 2,942              | 2,942           |
| Other staffing costs          | -                          | -                                  | -                                          | -                            | -                    | -                     | 2,515              | 2,515           |
| Building overheads            | -                          | -                                  | -                                          | -                            | -                    | -                     | 44,531             | 44,531          |
| Operational overheads         | 2,077                      | -                                  | -                                          | -                            | -                    | -                     | 35,945             | 38,022          |
| Communications                | -                          | -                                  | -                                          | -                            | -                    | -                     | 24,843             | 24,843          |
| Projects and activities       | -                          | 61,408                             | 17,495                                     | 21,381                       | -                    | -                     | -                  | 100,284         |
| Other                         | -                          | -                                  | -                                          | -                            | -                    | -                     | 3,348              | 3,348           |
| Audit fee                     | -                          | -                                  | -                                          | -                            | -                    | 11,557                | -                  | 11,557          |
| Legal costs                   | -                          | -                                  | -                                          | -                            | -                    | -                     | -                  | -               |
| Trustee and Board costs       | -                          | -                                  | -                                          | -                            | -                    | 1,001                 | -                  | 1,001           |
| The Dance Space               | -                          | -                                  | -                                          | -                            | 1,011                | -                     | -                  | 1,011           |
| Finance costs                 | -                          | -                                  | -                                          | -                            | -                    | -                     | 9,648              | 9,648           |
|                               | 63,303                     | 157,869                            | 179,687                                    | 54,967                       | 6,231                | 12,558                | 262,115            | 736,730         |
| Support costs                 | -                          | 151,514                            | 101,924                                    | 8,677                        | -                    | -                     | (262,115)          | -               |
| Governance costs              | -                          | 7,259                              | 4,883                                      | 416                          | -                    | (12,558)              | -                  | -               |
| <b>Total expenditure 2021</b> | <b>63,303</b>              | <b>316,642</b>                     | <b>286,494</b>                             | <b>64,060</b>                | <b>6,231</b>         | <b>-</b>              | <b>-</b>           | <b>736,730</b>  |
| Total expenditure 2020        | 56,189                     | 422,871                            | 241,499                                    | 49,021                       | 4,913                | -                     | -                  | 774,493         |

Of the total expenditure, £624,731 was unrestricted (2020: £556,119) and £111,999 was restricted (2020: £218,374).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 7 Net income for the year

This is stated after charging:

|                                         | 2022<br>£ | 2021<br>£ |
|-----------------------------------------|-----------|-----------|
| Depreciation                            | 1,670     | 2,227     |
| Interest payable                        | 4,618     | 9,648     |
| Operating lease rentals:                |           |           |
| Property                                | -         | 24,986    |
| Auditors' remuneration (excluding VAT): |           |           |
| Audit - current year fee                | 8,850     | 8,420     |

### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

|                                                                 | 2022<br>£ | 2021<br>£ |
|-----------------------------------------------------------------|-----------|-----------|
| Salaries and wages                                              | 441,135   | 422,843   |
| Redundancy and termination costs                                | -         | -         |
| Social security costs                                           | 30,070    | 31,867    |
| Employer's contribution to defined contribution pension schemes | 13,429    | 15,008    |
| Other staff costs                                               | 14,435    | 27,310    |
|                                                                 | 499,069   | 497,028   |

No employee earned more than £60,000 during the year (2021: nil).

The total employee costs including pension contributions and employers NIC for the key management personnel were £116,534 (2021: £116,117).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021: £nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £253.56 (2021: £97) incurred by three (2021: one) members relating to attendance at meetings of the trustees.

### 9 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

|                                       | 2022<br>No. | 2021<br>No. |
|---------------------------------------|-------------|-------------|
| Raising funds                         | 1           | 2           |
| Artists development programme         | 8           | 5           |
| Community and participation programme | 6           | 9           |
| Performances and events               | 1           | 2           |
| The Dance Space                       | 2           | -           |
| Support                               | 5           | 3           |
|                                       | 23          | 21          |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 10 Related party transactions

At 31 March 2022 there are no transactions to disclose for 2022. There were no transactions to disclose for 2021.

Aggregate donations from trustees were £450 in 2022 (2021: £nil). There were no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 11 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 12 Tangible fixed assets

|                               | Computer<br>equipment<br>£ | Office<br>equipment<br>£ | The Dance<br>Space<br>£ | Total<br>£       |
|-------------------------------|----------------------------|--------------------------|-------------------------|------------------|
| <b>Cost or valuation</b>      |                            |                          |                         |                  |
| At the start of the year      | 38,595                     | 15,099                   | 905,988                 | <b>959,682</b>   |
| Additions in year             | -                          | -                        | 429,381                 | <b>429,381</b>   |
| At the end of the year        | <b>38,595</b>              | <b>15,099</b>            | <b>1,335,369</b>        | <b>1,389,063</b> |
| <b>Depreciation</b>           |                            |                          |                         |                  |
| At the start of the year      | 33,369                     | 13,646                   | -                       | <b>47,015</b>    |
| Charge for the year           | 1,307                      | 363                      | -                       | <b>1,670</b>     |
| At the end of the year        | <b>34,675</b>              | <b>14,009</b>            | <b>-</b>                | <b>48,684</b>    |
| <b>Net book value</b>         |                            |                          |                         |                  |
| <b>At the end of the year</b> | <b>3,920</b>               | <b>1,090</b>             | <b>1,335,369</b>        | <b>1,340,379</b> |
| At the start of the year      | 5,226                      | 1,453                    | 905,988                 | 912,668          |

All of the above assets are used for charitable purposes.

SED holds a 40-year lease of The Dance Space at peppercorn rent which commenced in December 2021. The lease is granted by Brighton and Hove City Council. SED bears the responsibility of repairs and maintenance of the building for the duration of the lease. Due to the specialist nature of the building, it is not practical to assess a market value of a similar property in the local area. For this reason, no value has been recognised in the financial statements in relation of the lease.

### 13 Debtors

|                | 2022<br>£     | 2021<br>£      |
|----------------|---------------|----------------|
| Trade debtors  | 9,261         | 479            |
| Prepayments    | 12,891        | 9,991          |
| Accrued Income | <b>40,793</b> | <b>109,377</b> |
|                | <b>62,945</b> | <b>119,847</b> |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

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

|                                    | 2022<br>£      | 2021<br>£      |
|------------------------------------|----------------|----------------|
| The Arts Impact Fund (see note 15) | 29,635         | 114,913        |
| Trade creditors                    | 57,096         | 22,653         |
| Taxation and social security       | 10,961         | 7,102          |
| Other creditors                    | 4,184          | 7,305          |
| Accruals                           | 21,271         | 35,013         |
|                                    | <b>123,147</b> | <b>186,986</b> |

### 15 Creditors: amounts falling due after one year

The company signed a loan agreement on 14 March 2016 with Nesta Arts Impact LLP (as manager of the Arts Impact Fund) for an unsecured loan facility of up to £350,000, over 5 years, at an interest rate of 5%, to enable the company to construct and fit out "The Dance Space". The loan was to be repayable in 60 monthly instalments over the life of the loan. Following delays to the construction of The Dance Space a capital repayment holiday was accorded for the period from 25th September 2019 to 25th May 2020 inclusive. Subsequent repayments were recalculated so that the loan would be repaid by the end of its original term.

On 7th June 2017, the loan of £350,000 was drawn down. The amount shown below is due after one year.

|                      | 2022<br>£ | 2021<br>£ |
|----------------------|-----------|-----------|
| The Arts Impact Fund | -         | 29,635    |

### 16 (a) Analysis of net assets between funds 2022

|                                               | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2022<br>£ |
|-----------------------------------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets                         | 5,010                        | 1,335,369        | 1,340,379                |
| Net current assets                            | 236,013                      | 391,296          | 627,309                  |
| <b>Net assets at the end of the year 2022</b> | <b>241,023</b>               | <b>1,726,665</b> | <b>1,967,688</b>         |

### 16 (b) Analysis of net assets between funds 2021

|                                               | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2021<br>£ |
|-----------------------------------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets                         | 6,679                        | 905,988          | 912,667                  |
| Net current assets                            | 227,472                      | 415,100          | 642,572                  |
| <b>Net assets at the end of the year 2021</b> | <b>234,151</b>               | <b>1,321,088</b> | <b>1,555,239</b>         |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 17 (a) Movements in funds 2022

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£ | At the end of<br>2022<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                |                            |
| The Dance Space performances       | -                                | 736                                   | (736)                                  | -              | -                          |
| Aldridge Dance Programme           | 656                              | 3,928                                 | (1,024)                                | -              | 3,560                      |
| Brighton Screen Dance Festival     | 120                              | -                                     | -                                      | -              | 120                        |
| Esmée Creative Communities         | 3,300                            | -                                     | (3,300)                                | -              | -                          |
| TheWelcomeProject2                 | 34,239                           | 64,424                                | (81,135)                               | -              | 17,528                     |
| Flourish Activity                  | -                                | 382                                   | (8)                                    | -              | 374                        |
| Festivals and conferences          | 427                              | -                                     | (427)                                  | -              | -                          |
| DSG changed to MSE                 | 4,270                            | (100)                                 | (1,500)                                | -              | 2,670                      |
| Little Big Dance                   | 122,593                          | 152,931                               | (70,758)                               | -              | 204,767                    |
| Mid Career Artists                 | -                                | -                                     | 630                                    | -              | 630                        |
| Mind the Gap                       | 2,145                            | -                                     | (2,145)                                | -              | -                          |
| PCE Activity                       | -                                | 629                                   | -                                      | -              | 629                        |
| Regional Networks Projects         | 950                              | -                                     | (950)                                  | -              | -                          |
| YP - AALN                          | 776                              | -                                     | (296)                                  | -              | 480                        |
| KickStart                          | -                                | 41,151                                | (41,151)                               | -              | -                          |
| Arts Council Grant - CRF           | 152,000                          | 12,044                                | (12,044)                               | -              | 152,000                    |
| <b>Total Programmes</b>            | <b>321,476</b>                   | <b>276,125</b>                        | <b>(214,844)</b>                       | <b>-</b>       | <b>382,758</b>             |
| The Dance Space -capitalised asset | 905,988                          | 361,636                               | -                                      | 67,745         | 1,335,369                  |
| The Dance Space - revenue          | 93,624                           | -                                     | (17,341)                               | (67,745)       | 8,538                      |
| <b>Total restricted funds</b>      | <b>1,321,088</b>                 | <b>637,761</b>                        | <b>(232,185)</b>                       | <b>-</b>       | <b>1,726,665</b>           |
| <b>General funds</b>               | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>       | <b>241,023</b>             |
| <b>Total unrestricted funds</b>    | <b>234,151</b>                   | <b>601,868</b>                        | <b>(594,996)</b>                       | <b>-</b>       | <b>241,023</b>             |
| <b>Total funds</b>                 | <b>1,555,239</b>                 | <b>1,239,629</b>                      | <b>(827,181)</b>                       | <b>-</b>       | <b>1,967,688</b>           |

#### Restrictions imposed:

- KickStart: The DWP Kickstart programme is a government funded scheme to support employers to create apprenticeships for young people between the ages of 16 and 24 who are on Universal Credit and at risk of long term unemployment. SED received funding through this scheme (via Gateway organisation Greater Brighton Metropolitan College) to offer six month apprenticeships to five dancers between June and October 2021. The aim of the SED programme was to equip these dancers to launch their careers as independent freelance artists. The apprenticeships included bespoke support, opportunities to create dance work individually and together, work experience within the South East Dance office and networking opportunities with similar apprentices in other dance organisations nationally.
- TheWelcomeProject2 is a continuation of Esmée Creative Communities - funds are restricted to activities and events designed to encourage more people to dance in the run up to the launch of The Dance Space.
- Little Big Dance funds are from Paul Hamlyn Foundation and Arts Council England and are restricted to the activity and events programme that supports choreographers and dancers to make captivating and diverse work for and with under-fives and their families, particularly those from marginalised backgrounds with little or no access to the arts. Originally this was a three year programme of activity. However, due to Covid the programme was significantly postponed and is now scheduled to finish during 2022/23
- The Dance Space funds are restricted to the organisation's capital project.
- All other restricted funds are restricted to the artistic project to which they relate.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 17 (b) Movements in funds 2021

|                                        | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2021<br>£ |
|----------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>               |                                  |                                       |                                        |                 |                            |
| ADP Activity                           | -                                | 2,000                                 | (2,000)                                | -               | -                          |
| TWP SCF                                | -                                | 3,413                                 | (3,413)                                | -               | -                          |
| DSG changed to MSE                     | 3,930                            | (10)                                  | 350                                    | -               | <b>4,270</b>               |
| BYC Welcome project                    | 9,980                            | -                                     | (9,980)                                | -               | -                          |
| Esmée Creative Communities             | 3,785                            | 29,219                                | (29,704)                               | -               | <b>3,300</b>               |
| Festivals and conferences              | 441                              | -                                     | (14)                                   | -               | <b>427</b>                 |
| TheWelcomeProject2                     | -                                | 55,156                                | (20,917)                               | -               | <b>34,239</b>              |
| Little Big Dance                       | 40,554                           | 92,000                                | (9,961)                                | -               | <b>122,593</b>             |
| OCD Other                              | 500                              | -                                     | (500)                                  | -               | -                          |
| PCE Activity                           | 855                              | -                                     | (855)                                  | -               | -                          |
| Aldridge Dance Programme               | -                                | 787                                   | (3,131)                                | 3,000           | <b>656</b>                 |
| Regional Networks Projects             | 1,840                            | -                                     | (890)                                  | -               | <b>950</b>                 |
| 2020Vision                             | -                                | 8,300                                 | (8,300)                                | -               | -                          |
| SEDPN Management Funds                 | 503                              | -                                     | (503)                                  | -               | -                          |
| Welcome project activity               | 3,000                            | -                                     | -                                      | (3,000)         | -                          |
| Mind the Gap                           | -                                | 4,500                                 | (2,355)                                | -               | <b>2,145</b>               |
| JWF 2020 artists                       | -                                | 2,200                                 | (2,200)                                | -               | -                          |
| YP - AALN                              | 809                              | 180                                   | (213)                                  | -               | <b>776</b>                 |
| Brighton Screen Dance Festival         | -                                | 120                                   | -                                      | -               | <b>120</b>                 |
| Arts Council Grant - CRF               | -                                | 168,402                               | (16,402)                               | -               | 152,000                    |
| <b>Total Programmes</b>                | <b>66,197</b>                    | <b>366,267</b>                        | <b>(110,988)</b>                       | <b>-</b>        | <b>321,476</b>             |
| <br>The Dance Space -capitalised asset | <br>802,399                      | <br>103,377                           | <br>-                                  | <br>212         | <br><b>905,988</b>         |
| The Dance Space - revenue              | 22,483                           | 14,015                                | (1,011)                                | 58,137          | <b>93,624</b>              |
| <b>Total restricted funds</b>          | <b>891,079</b>                   | <b>483,659</b>                        | <b>(111,999)</b>                       | <b>58,349</b>   | <b>1,321,088</b>           |
| <br><b>General funds</b>               | <br>251,116                      | <br>666,115                           | <br>(624,731)                          | <br>(58,349)    | <br><b>234,151</b>         |
| <b>Total unrestricted funds</b>        | <b>251,116</b>                   | <b>666,115</b>                        | <b>(624,731)</b>                       | <b>(58,349)</b> | <b>234,151</b>             |
| <b>Total funds</b>                     | <b>1,142,195</b>                 | <b>1,149,774</b>                      | <b>(736,730)</b>                       | <b>-</b>        | <b>1,555,239</b>           |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2022

### 18 Reconciliation of net (expenditure)/income to net cash flow from operating activities

|                                                                                                              | 2022           | 2021     |
|--------------------------------------------------------------------------------------------------------------|----------------|----------|
|                                                                                                              | £              | £        |
| <b>Net (expenditure) /income for the reporting period<br/>(as per the statement of financial activities)</b> | <b>412,449</b> | 413,044  |
| Depreciation charges                                                                                         | 1,670          | 2,227    |
| (Increase)/ Decrease in debtors                                                                              | 56,902         | (95,861) |
| (Decrease)/ Increase in creditors                                                                            | 21,438         | 22,178   |
| <b>Net cash provided by operating activities</b>                                                             | <b>492,459</b> | 341,588  |

### 19 Analysis of cash and cash equivalents

|                                        | At 1 April 2021 | Cash flows      | At 31 March<br>2022 |
|----------------------------------------|-----------------|-----------------|---------------------|
|                                        | £               | £               | £                   |
| Cash at bank and in hand               | 739,346         | (51,835)        | 687,511             |
| <b>Total cash and cash equivalents</b> | <b>739,346</b>  | <b>(51,835)</b> | <b>687,511</b>      |

### 20 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

|                    | Property<br>2022 | 2021  |
|--------------------|------------------|-------|
|                    | £                | £     |
| Less than one year | -                | 2,082 |
|                    | -                | 2,082 |

### 21 Capital commitments

At the balance sheet date, there were capital commitments of £49,544 (2021: £191,014).

### 22 Contingent assets or liabilities

At the balance sheet date, there were no contingent assets or liabilities (2021: £nil).

### 23 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

The company is registered in England, registered number 03434501, and has its registered office at The Dance Space, 2 Market Square, Brighton, England, BN2 9AS.

The company is a registered charity, registration number 1064900.

**SOUTH EAST DANCE LIMITED**

England & Wales - Charity number 1064900

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# Accounts

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## South East Dance

### **Our vision**

Our vision is a world where every body is empowered to create, take part in and enjoy dance in all its forms.

### **Our mission**

Our mission is to make dance happen for every body. Dance that is bold and diverse. Dance that helps us make sense of the world we live in. Dance that makes a difference. We will support people to discover their own relationship with dance, working with them to create the kind of activities they want. And we will work with artists who are committed to taking creative risks, pushing boundaries and challenging perceptions of what dance is and can be.

## Trustees' Report and Financial Statements

For the year ended 31<sup>st</sup> March 2021

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 03434501

**Charity no:** 1064900

**Registered Office:** 28 Kensington Street, Brighton, BN1 4AJ

Please contact [sedaccounts@southeastdance.org.uk](mailto:sedaccounts@southeastdance.org.uk)

to receive a copy of our annual report in large format

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## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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# 1 Reference and administrative information

**Registered Company & Charity Name:** South East Dance Limited

**Registered Company no:** 3434501

**Charity no:** 1064900

**Registered Office and operational address:** 28 Kensington Street, Brighton, BN1 4AJ

**Trading Subsidiary Company Name:** South East Dance Trading Limited

**Registered Company no:** 11674921

On 13<sup>th</sup> November 2018, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited. The trading subsidiary was dormant for the period to 31<sup>st</sup> March 2021.

**Trustees:**

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

| Name                   | Date Elected | Retirement Date<br>(if during 2020/21) |
|------------------------|--------------|----------------------------------------|
| Emma Thompson          | 02.12.19     |                                        |
| Kimberley Harvey       | 31.07.19     | 28.06.21                               |
| Eva Martinez           | 08.03.12     |                                        |
| Christine D'Cruz       | 08.03.12     |                                        |
| Gordon Mattocks        | 06.06.12     |                                        |
| Sian Thomas            | 22.01.15     |                                        |
| Max Heywood            | 11.07.16     | 01.07.21                               |
| Isabel Mortimer        | 04.10.16     |                                        |
| Anna Christoforou      | 04.12.18     |                                        |
| John Struthers (Chair) | 04.12.18     |                                        |
| Sunetta Kiarie         | 25.02.19     |                                        |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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|                                 |                             |                                         |
|---------------------------------|-----------------------------|-----------------------------------------|
| <b>Key management personnel</b> | Cath James<br>Rachel Gibson | Artistic Director<br>Executive Director |
|---------------------------------|-----------------------------|-----------------------------------------|

**Bankers** Metro Bank, 82 North Street, Brighton BN1 1ZA

Santander UK plc, Customer Service Centre, Bootle, Merseyside, L30 4GB

Shawbrook Bank, Lutea House, Warley Hill Business Park, The Drive, Great Warley,  
Brentwood, Essex, CM13 3BE

**Solicitors** DMH Stallard, Gainsborough House, Pegler Way, Crawley, West Sussex, RH11 7FZ

**Auditors** Sayer Vincent LLP, Chartered Accountants and Statutory Auditors, Invicta House,  
108-114 Golden Lane, London EC1Y 0TL

## 2 Welcome

### **Chair's welcome**

Welcome to our Annual Report for 2020/21 including the financial statements for the charity for the year ending 31<sup>st</sup> March 2021.

As highlighted in our Artistic and Executive Directors' report, 2020/21 was dominated by the Covid-19 crisis, with the team working predominantly remotely for the whole year and delivering a reimagined programme online. We placed high priority on supporting artists and our community partners, all of whom were hit hard by the Covid lockdowns. We moved our artists advisory sessions online to provide advice and support for the many freelance artists across the region whose livelihoods vanished overnight. The Welcome Project team reached out to our community partners to support them in a variety of ways, for example, creating care packages containing bespoke dance activities for the residents of Brooke Mead Extra Care housing to maintain our connection with them and give them ideas for keeping moving through lockdown. With a grant from the Sussex Community Foundation Crisis Fund and a generous donation of equipment from Brandwatch, we were able to provide community partners who lacked the technology to access digital content with laptops and tablets so that they could continue to connect with our activities.

We adapted our 2020 Vision programme, which was originally conceived as a live performance series, into a screen dance festival, inviting 20 dance artists to select a screen dance short from an artist whose work inspires or challenges them. We also invited our Community Steering Group to select content for the series. This was a highlight for Steering Group members and contributed to building their confidence to get more involved in our wider programme beyond The Welcome Project. We delivered our Boys' Movement classes online and these proved enormously popular. Online delivery enabled us to extend our geographical reach with participants joining from as far away as Scotland and Florida. Our U.Dance regional platform was also moved online and we supported young people to create short dance films for inclusion in the online U.Dance National Festival which also included online workshops delivered by members of the National Youth Dance Company.

Work on The Dance Space was also impacted by Covid-19. The site closed briefly at the start of the first lockdown, but was subsequently able to re-open when government restrictions on construction sites were eased. However, social distancing and self-isolation significantly reduced labour on site throughout the year which resulted in further delays to the build programme. The last quarter of 2020/21 saw a significant upturn in progress and we are now looking forward to receiving the building in December 2021, carrying out our specialist fit-out through January to March 2022, soft-opening for a test period in April 2022 and opening fully to the public in July 2022. It is extremely exciting being on the verge of being able to launch this exceptional new resource for dance in the South East.

We are enormously grateful to all the funders who supported us through this difficult year. As well as reaffirming our National Portfolio Organisation funding, Arts Council England also awarded us a Cultural Recovery Fund grant and a Cultural Capital Kickstart grant. We also received emergency support from Esmée Fairbairn Foundation, Paul Hamlyn Foundation, Sussex Community Foundation Crisis Fund and a Discretionary Grant from Brighton & Hove City Council

Of course, alongside all the challenges which faced us during the year we have had to ensure that the long-term financial viability of the charity is maintained. I would like to thank my fellow Trustees, Cath James, our Artistic Director and Rachel Gibson, our Executive Director and the South East Dance team for their work and commitment over what has been an extremely challenging year.

John Struthers, Chair, South East Dance  
**Artistic and Executive Directors' report**

## **South East Dance Limited**

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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The Covid-19 emergency upended our lives and communities, causing widespread damage to the health, wellbeing and livelihoods of our fellow citizens, artists, and cultural organisations, and the cultural landscape seemed changed forever. At South East Dance we prioritised protecting the health and wellbeing of our colleagues from this terrible disease, supporting those team members who found themselves in particularly difficult circumstances. Our important artist support work continued online as we advised and guided as many artists and freelancers as came to us with support in submitting applications to ACE and other emergency funds, and maintaining essential contact with our participants and partner organisations. We would like to thank our team who have gone to extraordinary lengths to serve our artists and communities through this time.

The pandemic showed how dependent we are on each other, and how important it is that we work together. South East Dance is founded on the belief that we can achieve more by acting together than we can alone, and this principle guided our response to the pandemic.

Our operational model as a non-building based organisation has been reliant on raised funds rather than earned income. Consequently, the immediate financial impact of Covid-19 on our day-to-day operation was significantly less than for other arts and cultural organisations. Arts Council England, swiftly affirmed continuation of National Portfolio funding with reduced reporting requirements and the project funders for our largest projects, Esmée Fairbairn Foundation, Paul Hamlyn Foundation and Brighton & Hove City Council also affirmed their continued support for our work. This gave us financial stability which enabled us to retain our staff team and continue to support artists and deliver our activity programme, albeit in a context of having to postpone some work and move other aspects of it online. To ensure the safety of our team during lockdown we instigated remote working in March 2020 and continued to work away from the office in the main throughout most of 2020/21. Working remotely, whilst it created pressures, particularly for those members of our team with caring responsibilities, did not impact negatively on our ability to continue our business and deliver our activity programmes.

A number of our funders also provided Covid-19 emergency support. This included Esmée Fairbairn (£17k) and Paul Hamlyn Foundation (£60k). We also applied successfully to the Brighton & Hove City Council discretionary fund, receiving £10k for artists which supported our 2020 Vision programme. Sussex Community Foundation emergency funding (£3k) enabled us to provide digital equipment to some of our community partners who did not have the technology to access our online programmes. We received a further £60k from Esmée Fairbairn for The Welcome Project which, with Third Sector Commissioning Funding from B&HCC, allows the project to continue to the end of September 2022. We also received grants from Arts Council England's Cultural Recovery Fund and Cultural Capital Kickstart Fund.

Where work had to be cancelled as it was not possible to adapt it to online activity, we paid cancellation fees to recognise the short notice of the cancellation, and in line with cancellation clauses within our signed contracts. These largely related to our Little Big Dance national project and we subsequently received Covid-19 emergency funding from Paul Hamlyn Foundation which enabled us to re-contract artists to deliver the work when social distancing regulations allow. With the realisation that we would not be able to deliver a live performance programme in 2020/21, we reimagined the planned autumn programme for online delivery, inviting 20 women choreographers to curate 2020 Vision a season of Screendance. We also increased our support for our local Brighton-based project partners, Puffin Nursery, Brighton Youth Centre, Brook Mead Extra Care facility, and Brighton Unemployed Centre Families Project, to help protect and support their continued engagement in The Welcome Project. We believe that the character of any organisation comes very much to the fore in difficult times and we made our decisions very much with this in mind.

### **Black Lives Matter**

The global focus on Black Lives Matter in summer 2020 taught us that despite a long-term commitment to Equality and Diversity we needed a more incisive approach to tackling systemic racism and becoming an

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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organisation that is genuinely inclusive for everyone and reflective of the people we serve. We published an Anti-Racism Statement in July 2020 which includes targets for the sustained and measurable action we will take to build a more robust approach and we committed to holding ourselves to account by reporting on our progress in our Annual Report each year. Members of our Senior Management team attended the Inc Arts UK Speak, Listen, Reset, Heal sessions in October/November 2020. As an organisation we have embraced the key message from these sessions that addressing racism requires a commitment to ongoing learning and reflection and constant questioning of our approach and this will inform how we tackle Anti-Racism going forward.

### The Dance Space

As our Chair John Struthers has said, work to secure *The Dance Space* as the new home for dance in Brighton and the South East continued throughout 2020/21, although at a slower pace because of the impact of Covid-19 on site. We are currently anticipating a practical completion date of December 2021. The further delay resulted in increased capital costs for SED including prolongation fees, price increases resulting from delays and potential non-availability of equipment, additional equipment to enable operating with social distancing in place and additional unrecoverable VAT. Covid-19 also impacted on the fundraising landscape in a way that made meeting the fundraising shortfall on The Dance Space within a realistic timeframe highly challenging. Thankfully, our application to the Arts Council England Cultural Capital Kickstart fund, which was aimed specifically at providing support for in-progress capital projects that have been impacted by Covid-19, was successful and we were granted the full amount we applied for £407k. This meant we have sufficient funds available to complete our capital project, including both Covid-related additional costs and the fundraising shortfall.

We continued to benefit from our Arts Impact Fund loan which provided us with financial underpinning as we pursued our capital fundraising target.

### Artistic programme

Artistically it has been a year of shift and change, pivoting our programme to online delivery, and to ensuring we keep in contact with our community participants and partners who are involved with The Welcome Project. We secured funding from Sussex Community Foundation to purchase ten iPads, and approached Brandwatch, a local internationally operating digital data company with whom we regularly work, who donated ten used Macbooks for us to distribute to our communities who had no access to online engagement.

Our autumn season 2020 Vision became an online season of screendance films, curated by our 20 artists, who selected 20 films from artists who inspired, challenged or excited them with their works. Along with the films we hosted a number of 'In Conversation with...' events, attracting an international audience.

We are delighted to have Janine Harrington, Flexer and Sandiland, Thick and Tight, and now Alexandrina Hemsley as our ALIGN artists – artists with whom we have had a longstanding supportive relationship who could benefit from a bespoke support programme, recognising their excellence in their field, and our commitment to them, to support the continued development of their practice and to progress their careers. We have also been supporting Rosie Heafford of Secondhand Dance since 2012, and are now supporting her ELEVATE programme, preparing her company to submit its first application to become an NPO in 2022/23. The company is disabled and female led, and creates work for children and their Grown Ups – Rosie is one of our specialist mentors in our Little Big Dance team.

Despite the impact of Covid and our ongoing focus on the capital project, and therefore a reduced programme of activity, we continued to deliver a wide-ranging programme of artist development, participatory projects, and our performances and events programme, albeit not in person/live. We achieved an impressive range of outputs impacting across and beyond the South East that included:

- *Presenting 58 dance-focused films having over 10,000 views*
- *Piloting a new online movement class for boys, reaching an international cohort*

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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- *Across the year achieving over 40,000 interactions with our South East Dance Digital channels*
- *Engaging 1008 artists' attendances, supporting them to develop their practice, their business, expand their networks or undertake residencies, performances or attend artist advisories*
- *Continuing to support the development and national profile of female choreographers, working with under-represented artists, ensuring the provision of dance opportunities for the very young to the most elderly people, and contributing to the development of both mature and disabled choreographers*
- *Continuing to demonstrate leadership through promoting and stimulating debate around diversity and inclusion in dance, with 100% of our 2020/21 commissioned artists identifying as having one of the protected characteristics; and championing dance for Early Years audiences through leading, albeit not live, Little Big Dance, and having published an article in Arts Professional on the importance of placing the child at the heart of making dance for Early Years audiences, written by Dr. Angela Pickard, our lead evaluator for Little Big Dance*

See section 6 for information on how we gather data.

The steps South East Dance has taken in the past year in preparing for the opening of The Dance Space, and the more hand in hand interconnected way of working with our participants and partners, place us in an excellent position to deliver on its ambitions for the future. For this we must express our thanks to our Chair, to our Board of Trustees, our loyal and dedicated staff and our growing range of partners and collaborators.

**Cath James**

**Artistic Director**

**Rachel Gibson**

**Executive Director**

## 3 Principal risks and uncertainties in relation to future plans

### **Completing The Dance Space**

Our major priority for the coming year is completing and moving into The Dance Space. The project was already in delay and Covid-19 exacerbated the issues with the build schedule. We worked hard with the support of Brighton & Hove City Council to push for completion of the base build. We currently expect to receive the building in December 2021 and complete our fit-out in time to open for a test period in April 2022 and open fully to the public in July 2022. There has been a long-standing risk that we would not be able to raise sufficient funds to complete our fit-out of the building and the fundraising environment negatively impacted by Covid-19, but fortunately receiving the Cultural Capital Kickstart award from Arts Council England means we have sufficient funds in place to complete our fit-out of the building.

### **Our Artistic Programme**

The risk that further Covid-19 lockdowns will impact negatively on our artistic programme appears to be receding, but we will remain alert to government guidance and, with the learning we gained from working remotely throughout 2020/21, we are well-positioned to adapt to remote delivery in future if it becomes necessary. With continued support from Arts Council England and Esmée Fairbairn Foundation we have sufficient financial resources available to deliver our core programme and The Welcome Project during 2021/22. Little Big Dance main activity was badly impacted by lockdown and much had to be postponed. Instead of the planned live activity, a series of reflection meetings was held to gain insights and feedback about the programme so far from all participants. These reflections will be used to inform the creation of Cycle Two of the programme. The main LBD activity begins again in June 2021, subject to Covid-19 restrictions, and we are seeking further additional funding to enable us to deliver the activity as it was originally conceived, although with plans in place to adapt it if additional funding cannot be found.

We are delivering the activities which couldn't be delivered remotely in 2020, in particular Our City Dances and the touring elements of Little Big Dance, during 2021. As touring has been particularly badly impacted by Covid-19, we are looking at alternative models for the delivery of Little Big Dance which will focus on digital dissemination and outdoor performances rather than indoor/theatre performances, should we need to have a plan B in place for Autumn 2021.

Other areas of our project programme have always been funding reliant. In 2021/22 these include Children and Their Grown-ups, Department of Work and Pensions Kickstart placements, UK Choreography and Technology Innovation Lab, Our City Dances and The Dance Space launch programme. With our Capital Fundraising target now achieved, we will be able to focus more of our fundraising capacity on our revenue campaign, with these activities as our priorities and we will deliver those projects for which we are able to achieve funding next year.

### **Opening The Dance Space with social distancing in place**

We are hopeful that by the time we begin to run activities in The Dance Space, from January 2022, social distancing will have receded. However, our business model will be crucially dependent on generating earned income to cover operational costs. The income that was originally budgeted is vulnerable to the effects of Covid-19 – artistic income because any social distancing restrictions still in place will impact both on income that SED may generate through its own programming activities, income from studio hires, and commercial rentals due to the general economic situation and the particularly bad situation in the office rental space market. The budget for 2021/22 now assumes that earned income from studio hires will be reduced to 40% of that in the original business plan and that for office hires to 25%. Our successful Cultural Recovery Fund bid, which includes £152k of additional reserves specifically to cover loss of income if TDS opens with social distancing in place, significantly mitigates the financial risks associated with this scenario.

## 4 Our work

South East Dance wants to create lasting artistic and social change, challenging perceptions of what dance looks like in the 21st century – how it's made, who it's for and what it can achieve. South East Dance exists to strengthen, enliven and reimagine dance in the South East region and beyond. We support artists; present bold new work; develop the infrastructure for dance; and increase engagement with dance. We believe in inclusion, excellence, creativity, risk, collaboration, openness and the importance of community.

South East Dance plays a national leadership role in the development of dance. We deliver an ambitious programme that encourages curiosity, discovery and risk-taking, supporting artists to create inspirational new work and empowering local communities to engage with dance. We are a registered charity, with an office base in Brighton. We work across South East England and beyond to get more people involved in and excited about dance. With 23% of UK dance professionals living in the South East we play a significant role in driving forward the art of dance. We seek to develop a culture of learning and exchange, working locally to impact nationally and internationally. Put simply, we're passionate about dance and we want to foster this passion in others.

Through our programmes we have invested in and supported the creation of distinctive impactful new work, both live and digitally. We strive to increase the quality and diversity of dance, raise the profile of dance and in doing so improving well-being and enhancing quality of life. At the heart of our work is a commitment to supporting diverse artists who extend perceived boundaries of dance, and focus on making work relevant to our audiences. We strive to introduce talented artists to curious audiences and in doing so generating exceptional cultural experiences and opportunities.

### **Artists and audiences**

Artists and audiences are the driving force behind South East Dance. Their diversity informs, shapes and leads our work. We want to engage with inspiring artists to challenge and excite audiences, participants and other artists. We want to develop and diversify audiences for dance. We continue to work to extend our reach and increase audiences for our work and that of our partners.

### **Strategic aims**

Our business planning cycle was disrupted by Covid-19 as Arts Council England changed its reporting requirements to help funded organisations deal with the Covid crisis. Pre-Covid we expected to develop a new four-year business plan in the summer of 2020. Arts Council England now requires us to submit a one-year business plan for 2020/21 in March 2021, which we have done, followed by an application for an NPO extension year (2022/23), which we have also submitted and then to submit a one-year business plan for 2022/23 in January 2022.

As part of the process of developing our 2021/22 Business Plan, we revisited our vision and mission and reviewed and refocused our aims. This was important as the wider environment in which we are now operating changed significantly since our previous four-year plan was written. It was also the first plan written since our new Senior Leadership Team came into place in 2018, and our five refocused aims reflect the thinking and development we have done under the co-leadership of our Artistic and Executive Directors. These refocused aims are:

- Aim 1: To take significant steps towards our ambition of being fully inclusive and relevant in everything we do
- Aim 2: To provide meaningful experiences of and access to dance for all our communities be they artists, local residents, our community partners, audiences and everyone else with whom we engage
- Aim 3: To be a place-maker for dance in Brighton & Hove and the wider South East region

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- Aim 4: To create and lead change in the dance sector and promote dance as a catalyst for change in the wider community
- Aim 5: To be adaptable and sustainable so that we are fit, as an organisation, to achieve our aims and deliver and constantly develop our activities.

#### Public Benefit

In shaping our strategic aims and objectives for the year and planning our programme of activities, the Trustees have considered the Charity Commission's guidance on public benefit. Furthermore, and having regard for the guidance of the Charity Commission, the Trustees consider that several the following programme areas demonstrate the way in which South East Dance achieves this aim.

#### Programme Areas

In line with the current business plan, in 2020/21 we clustered our activities within four programme areas, which seek to effectively communicate our offer, and how our constituents might engage with South East Dance:

Artist Development Programme: that aims to meet the support and development needs of dance professionals at various stages in their careers

Community and Participation Programme: that aims to broaden the reach of South East Dance whilst getting more people excited and actively involved in dance

Performances and Events: that aim to encourage more people to watch and contribute to the dialogue surrounding dance

Sector Leadership and Infrastructure: that, through coordinating and leading a range of networks, aims to support the wider dance ecology; to provide leadership through advocacy; and challenges processes and practices to better drive change and progression

#### Partnerships

Partnership working is essential to our success. We work as a development organisation, maintaining an overview of dance within the region from a national and international perspective. We see ourselves as ecologists of dance, monitoring the political, artistic and social climate, looking for gaps in provision and untapped opportunities. We influence, intervene, broker, facilitate and deliver innovative and strategic artistic programmes in partnership with others. We continue to build on existing partnerships including those with Esmée Fairbairn Foundation, Brighton Fringe, Strike a Light, Spark Arts, Paul Hamlyn Foundation, DanceEast, Yorkshire Dance and Take Art. The Aldridge Foundation, Brighton Unemployed People's Project, Brighton Youth Centre, Brooke Mead Extra Care Facility and the Brighton Centre for Contemporary Arts are just a few of the ongoing partnerships that we value.

#### Human resources

Our activity programme and operations were delivered by our staff team and a variety of contractors. On 31 March 2021 our team comprised 22 members of staff, including three who were on maternity leave. Of these 20 identified as female and two as male; one was White and Black African, 18 were White British and three were from other White backgrounds. Of these staff, seven identified as a D/deaf or disabled person or had a long-term health condition, 14 considered themselves to be not disabled and one preferred not to say.

Of our Trustees seven identified as female and four as male; one was White and Asian, one Indian and one Black British African, six White British, one any other White Backgrounds and one any other ethnic background. Of these Trustees two identified as a D/deaf or disabled person or had a long-term health condition, seven considered themselves to be not disabled and two are not known.

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### **Volunteers**

Our volunteering programmes are twofold – the first being a three year long developmental plan for our community steering group who meet monthly to develop curating skills through SED staff support and guidance, and ultimately co-curate the dance programme for Our City Dances. This group ranges in ages from 8-95 and are all from low socio-economic or marginalised backgrounds. Many of them also identify as having protected characteristics. Alongside this programme we also offer opportunities for local people to support our work during our festivals and programme activity – which can include supporting our artists, gathering evaluations from participants and audiences, and general onsite support and invigilation. We will be looking at how we can extend volunteering opportunities with new volunteering roles once we are operating in The Dance Space.

## 5 Achievements and case studies

In 2020/21 we focused on supporting our wide range of projects and partners through Covid-19 challenges; including arts organisations, community groups and partners, children and young people, artists, and local suppliers. During 2020/21 we provided over 1008 opportunities for artists to seek support and guidance through our artist development programmes and presented 58 artists films via our online channels achieving over 10,000 views. We provided 20 laptops or tablets for local communities and groups who had no access to our online content, and commissioned over £25,000 worth of online content from artists to create work for our audiences that were currently underserved by online content then available. We contracted more than £50,000 in fees for our freelance artists to deliver work during 20-21, as well as raising £2,500 for artists emergency funding that was distributed to South East based artists.

### ORGANISATIONAL ACHIEVEMENTS

#### Fundraising

The last year was possibly the most challenging period in fundraising terms for over 30 years. Many funders, understandably, turned their attention to supporting those organisations already within their current portfolio and were unable to consider new applications. Of course, SED benefited from this, and our sincere thanks must go to Esmée Fairbairn Foundation for their unsolicited additional support for The Welcome Project, and to Paul Hamlyn Foundation for underpinning Little Big Dance throughout the various lockdowns.

As already reported, we were also fortunate to be successful in our bids to Arts Council England's Cultural Recovery Fund and Cultural Capital Kickstart Programme, the funding from which has, in essence, saved The Dance Space from falling at the final hurdle. Our thanks therefore go to all our capital funders who gave their support to these bids and especially to the Pebble Trust, for increasing its level of funding.

In terms of project fundraising, we continued to progress as many asks, funding bids and applications as possible against the backdrop of Covid-19, and enjoyed modest success, receiving early emergency grants from Brighton & Hove City Council and Sussex Community Foundation. We went on to secure new funding for the next phase of The Welcome Project from Esmée Fairbairn Foundation; and small grants from the Fidelio and Thistle Trusts to re-start our Mind The Gap programme for recent dance graduates as an online resource.

In response to the devastating impact Covid-19 had on independent artists, we 're-purposed' The Jamie Watton Fund by directing all donations received between July and October 2020 towards providing small emergency grants. The final total for the campaign was £2,200 – a slightly disappointing result, but we acknowledge that it was a difficult ask at a challenging time, especially as so many of our supporters are artists themselves. Nevertheless, our thanks go to all those who were able to give. Their contributions allowed us to offer emergency grants to two South East artists.

Looking ahead, and with our capital campaign finally ending, we will focus our efforts on gaining sufficient long-term funding that not only supports but allows us to expand our programme of activities in and around The Dance Space and across the South East region. Working closely with the Programming team, we have established a clear roadmap of funding priorities for the coming year, which sets out realistic lead-times for identification, research and relationship-building with potential investors.

#### Evaluation

Evaluation of our work is hugely important to us as a learning organisation. In order to ensure that our programmes are relevant, high quality and diverse, we use a range of tools most appropriate to each individual programme. We continue to strengthen and refine our South East Dance Impact Evaluation framework, as well

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as use the Impact and Insights evaluation framework that Arts Council England requires of National Portfolio Organisations. In addition, we are also required to undertake Audience Finder surveys for annual submission to Arts Council England. We are currently reviewing our procedures given the number of different requirements from Arts Council England and external funders, so that a more streamlined process can be developed to ensure that the workload is achievable and that we meet our funders requirements.

For the purposes of this report, this year we would like to focus the spotlight on our Artist Development and presentation activity particularly in light of the impact of COVID-19 on the freelance artists we work with.

We have used our South East Dance Impact Evaluation Framework to evaluate this programme, to draw the following statements:

82% of our respondents agreed that this activity developed their practice

80% of our respondents agreed that they felt supported while taking part in this activity

95% of our respondents agreed that they would like to see this activity continue

92% of our respondents agreed that the activity was well thought through and put together

94% of respondents would recommend South East Dance to a friend/colleague

Alongside this data, we can also extract the following quotes from the participants:

*'I found the experience quite profound and honest....really inspirational, thank you!'*

*'The session was incredibly useful for me that had no experience at all, but I felt like it was giving good suggestions even for artists that had applied for ACE funding before.'*

*'2020 Vision Screen programme was a lovely, inspiring approach to curation. It was beautiful to watch the selection of films and to read about how and why different artists had selected them.'*

*'I felt super supported at a time where support is scarce. Thank you so much.'*

### Digital Strategy

We continue to produce digital content both for use on our digital platforms and to develop these to position our brand and to promote opportunities for people to take part in dance and to act as an information source for artists seeking development opportunities. We are also proud to continue to build our support for artists who use digital technologies in their work. In 2020/21, we:

- Supported NEON Dance through commissioning and audience development work in our communities for their new work Prehension Blooms, a project involving remote audiences operating swarm robotics technology to engage with issues around isolation, loneliness and technology
- Presented 2020 Vision, an online Screendance programme curated by 20 women dance makers, selecting 20 women screendance makers work.
- Produced and launched Culture Chain, a series of five podcasts, hosted by Lou Cope with four of the key groups that effect touring of dance work: artists, producers, programmers and funders. The publication and distribution of these was delayed due to Covid-19, but are now available on our website
- Continue to support Project XO, the new robotics dance work by New Movement Collective. This project is ongoing into 2020/21
- Supported the development of MakeAmplify's new show Now Is Not The Time To Be Gentle. A ground breaking mixed live and Augmented Reality show involving projection mapping, 3D soundscape, live dance and audience interaction through a newly designed digital platform dealing with themes of climate emergency, displacement and hope for the future
- Continued to support the national U.Dance regional platform with U.Dance Digital a key part of that offer, as part of our commitment to profile and showcase youth dance across the region and nationally

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Our Digital Strategy for 2020/21 has focused on preparing ourselves for the move to The Dance Space and all the new digital challenges this will bring. We completed our organisational rebrand and launched our new brand identity in September 2020, alongside a completely new website and ticketing system.

Our new ticketing system, Monad, is now in daily use, enabling us to trial online booking for digital events in preparation for The Dance Space and all the different event set-ups that will involve. Monad is also our Customer Relationship Management System (CRM) and we are regularly taking steps towards achieving a clean and well-segmented set of audience data. We also introduced our new event management system YesPlan in February 2020, which will enable us to manage any bookings into the studios at The Dance Space in an efficient and clear way. YesPlan integrates with Monad and we are in the process of creating a flow of information from one to the other, designed to streamline the process and hopefully impact positively on workload.

As an important part of our digital strategy is to build a more solid picture of who our digital audiences are, we employed the services of a freelance consultant in February 2021 to help us with our data and analytics. She created a bespoke Google Dashboard for us which allows us to see all our streams of data in one place. She has also helped us set up a UTM code system, which means that we can now track user-journey more efficiently in our digital campaigns and find the exact source of the web referral.

Another key objective for us in our digital strategy is accessibility, as it is imperative that we are welcoming to all and able to be reach a wide range of audiences. Our new website was assessed by The Shaw Trust in January 2021 against the Web Content Accessibility Guidelines (WCAG) 2.2. We are aiming for AA status or as close to that as we can achieve. We have a set of recommendations that we are working to implement and are due to be reassessed in September 2021.

Despite the impact of lockdown and a much-reduced programme, in 2020/21 we achieved over 98,000 page views and over 3,800 unique visitors to the website. One of our most successful referral sites is Facebook and our reach on this platform over the year was 72,000 and we had 228,000 Twitter impressions. We continue to grow our Instagram following - investing time in engaging content and building our brand – and had a reach of 24,000 on this platform.

Unfortunately, due to the implementation of media licensing laws we are no longer able to track our media coverage reach figures, but are working on ways to manually measure the amount of media exposure online and in print.

### PROGRAMME CASE STUDIES

These Programme Case Studies below reflect just some of our activity and achievements during the year.

**Supporting Artists:** Mind the Gap. We hosted 25 free to access online sessions, equating to 37 hours of free training supporting 235 emerging artists through the pandemic, artists who had graduated last year or this year who had no work, no support and no financial income. We were also able to offer 12 young Artists (aged 18-24) who were unemployed £600 of bursary support to pay for their time to attend sessions.

Sessions included training in how to apply for ACE funding, how to set yourself up legally and financially as a freelance artist, how to tour your work, other roles and jobs within the sector, access, how to work with costume designers, lighting designers, composers and dramaturgs, first aid, unconscious bias, evaluation and professional dance classes in breaking, contemporary, hip hop and commercial. We also ran a series entitled 'Things I wish I'd known' where experienced artists shared their mistakes, life lessons and tips for how to survive the sector led by Abi Mortimer (Lila Dance), Lucy Bennet (Stopgap Dance Company), Yami Löfvenberg and Subathra Subramaniam (Akademi)

Quotes from Artists who attended:

*'I really enjoyed this session, I found it insightful inspiring and informative. I feel that I have learnt a lot that I can apply to my own practice and enjoyed meeting other dance artists'*

*'I wanted to say that I found your zoom talk for Mind the Gap so interesting and it has definitely got me thinking differently about the future. In times like these, where everything seems so uncertain, it was lovely to hear how you've got to where you are now. Your words have inspired me so much. Thank you!'*

*'First off, I just wanted to say thank you SO much to yourself, Lou and South East Dance for providing Mind the Gap. It's such an incredible platform for artists, and especially during these wild times'*

### Engaging the Community: Isolated Older People

Luan Taylor, TWP Associate Artist has kept in touch with residents of Brooke Mead Extra Care Unit (living with dementia) who have mostly been confined to their flats since lockdown commenced. She has been sending them weekly dance care packages, including little notes and photo reminders of their sessions together along with hand-made booklets with some hand drawn and written instructions for movements they can do in their homes.

As lockdown lifted over the summer in 2020 Luan joined forces with Open Strings Orchestra to deliver live music and dancing outside Brooke Mead while the residents sat in the Courtyard and joined in.



Despite it being difficult to reach the residents of Brooke Mead due to them being vulnerable/ shielding and their isolation within their flats, we have managed to get a dementia care home resident set up with one of our iPads, with the assistance of her daughter and the staff. She has been accessing dance sessions that some

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artists have filmed especially for the residents of the care facility. These two artists had been seeing her regularly for months and were keen to continue to be connected. The daughter also enjoyed coming along to the dance sessions we delivered weekly in person before lockdown. It's a physical and sociable activity she can enjoy together with her mother and, for both of them, a once-a-week happy moment they can share like they used to.

*'She was extremely excited, and it helped to remember Luan and Louisa when she saw their faces too. It brought back memories of the good times 'downstairs'. She used to have a tablet, but she is very curious technology wise and, rather than read or watch things, she would usually end up changing settings that would lock her out. It eventually broke and we did not replace it. This has worked for her as there are specific activities to login to, with faces she recognises, so it makes this very personal and much more meaningful.'*

### Supporting Young People: Puffin Nursery, Boys Movement Classes and U.Dance

#### Early Years in Brighton & Hove

Since April 2020 we have commissioned 21 movement films and creative play sessions created by artists, Amy Toner and Anne Colvin, Anusha Subramanyam and Federico Bedoya for children aged two to four years and their families. The Welcome Project partners Puffin Community Nursery, Early Childhood Project and the Bilingual's Family Network shared these films widely with other early years settings and families across the city.

23 children aged two to four years old from low-income families in Turner Ward, East Brighton, have been engaging in bespoke creative dance activity with professional dance artists at home and in the nursery onscreen. Puffin Community Nursery staff wanted children to stay engaged with the dance they had started before lockdown and still feel connected to the Nursery when they weren't attending. Parents were keen for activities and ideas for children to keep them active, motivated and continue with their learning journey at home. We gifted a donated Macbook from Brandwatch to Puffin Nursery so that they have the right equipment to engage with the sessions we provide them in their early years setting.

There is evidence that the children have an improved sense of belonging through participating. The Nursery Manager said:

*'During the first lockdown, the children were able to see dance videos from someone who they had worked with in person, so were able to continue engaging with that person even when unable to go outside. That gave a real sense of still being connected to the Nursery and meant they felt less isolated. The films have given the children an insight into different cultures – with Anusha's Indian dance and different outside nature locations, which Puffin would not have been able to provide without this project. The little boat provided with the "[Down to the Water](#)" video gave the added bonus of lots of fun and learning about floating and sinking when we used them in our water tray.'*

*'My favourite moment was to see how interested and involved the children got with "[Into the woods](#)" and the discussion that resulted from it – plans were made about visiting some woods in the future as some children had never been. The paper leaves that were provided with the video were a hit with all the children wanting to take some home. One child forgot their leaf and the parents had to return to fetch it as the child was so upset.'*

#### Children – Boys Movement Classes

In 2019, Brighton & Hove based National Portfolio Organisation, Vincent Dance Theatre (VDT), set out to address the gap in dance and movement provision for boys in the city and piloted a new weekly after-school dance class. Immediately popular, VDT then invited South East Dance to further develop and deliver these classes regularly in partnership with them.

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Designed specifically for boys (anyone who identifies as male) aged seven to 11, these sessions aimed to develop physicality, self-awareness, confidence and expression through dynamic movement, whilst enabling participants to learn new skills. These included improving coordination, balance and strength, problem solving, agility, spatial awareness, moving with different movement qualities, physical articulation, building stamina, responding to instructions, improvisation, developing creative and expressive skills.

When Covid-19 brought live activity to a grinding halt, we pivoted to digital delivery, and ran a trial version of the online classes for eight sessions in June and July 2020. 17 participants attended, and due to demand we extended the programme for two further terms. We ran ten sessions during the Autumn Term September – December 2020, and a further ten sessions in the Spring Term from January to March 2021. In total, 39 individual participants have attended the Boys' Movement Classes in the period June 2020 to March 2021. Over the three terms so far, there have been 277 attendances. One unexpected outcome was the reach of the online programme, with participants coming from as far afield as the Scottish Highlands and Florida USA.

Alongside addressing the lack of dance provision for boys in Brighton & Hove, we sought to debunk the myth that 'boys don't dance'. The following feedback from participants and parents is evidence of the difference the work has made:

*I like the sessions because I learn new things every week. Participant*

*(I've learned) how to get over my shyness when joining a new group. Participant*

*(The highlight was) seeing my son move freely and with joy to music. Parent*

*By the end of the 10 weeks I saw a change in his engagement and joy joining in. I loved how he learnt to move through Ninja moves and superhero language that he related to. Parent*

*He loves the sessions and proudly tells people about them! He's not great at sports, so I think this is one of the few physical things he enjoys and feels good about. Parent*

*Despite this being on zoom, and them not knowing other participants or the teacher, my sons seemed to find this incredibly easy to engage with. I think they loved having an opportunity to be energetic and creative at the same time and just be up on their feet and moving, especially at the moment. I wonder whether it being 'just boys', and not people from school, also meant my eldest felt freer and didn't get embarrassed. It was wonderful to see how unselfconscious and involved they were straight away. They also seemed to respond to the teacher and the framing really well, taking on board things like 'screen dancing' and 'room dancing'. We were so grateful to have this opportunity. I think the downside to the experience would be of course being on zoom, having to use our sitting room, because they couldn't find their 'own space' and were always bumping in to each other (physically and creatively) Also, our floorboards are knackered! Parent*

The good news is we are actively fundraising to continue the Boys Movement Classes as a regular year round part of our wider participation programme. From September 2021 we will be starting classes in the studio and will move it into The Dance Space from January 2022. We will look to expand the age range too.

### **Young People – mASCot (Managing Autism Spectrum Condition Together)**

As part of The Welcome Project we delivered 19 live zoom dance classes led by artists, Mimi Banks and Machis Baboulene for mASCot which supports children on the autistic spectrum, usually based at Brighton Youth Centre. We plan to deliver this weekly class in person at The Dance Space from February 2022.

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*“One participant has been hit hard by lockdown and struggling with mental health - her mum was so pleased that she took part as she hasn’t interacted with anybody outside of the family for the past three months. Thank you, this is making a difference”. mASCot Coordinator, July 2020*

### Young People – U.Dance

Brilliantly led by Assistant Producer, Sarah Kearney and Georgina Harris, Head of Communications, South East Dance in partnership with One Dance UK, streamed the annual U.Dance regional selection platform online on the evenings of 23 & 24 April 2021 via Facebook and YouTube Premiere. We were pleasantly surprised by how many groups during the submission period were able to mobilise themselves and make suitable and creative dance performances on film, as at that time it was national lockdown and schools were closed. 143 young dancers/artists aged from nine to 24 participated in the platform. They were from: Berkshire, Buckinghamshire, East Sussex, Kent, Surrey, West Sussex. A regional independent panel made the selection for the platform. On Saturday 24 April 2021, South East Dance in partnership with the National Youth Dance Company delivered a two-hour Zoom dance workshop for young people across the region. 21 young people took part including seven from Tailfeather Dance, an inclusive group who submitted two creative and intriguing digital performances for the platform. They learned repertoire from choreographer Sidi Larbi Cherkaoui’s piece, that he created for National Youth Dance Company, titled, ‘Frame[d]’.

Four of our South East groups went on to be selected to be a part of the National U.Dance festival, being delivered in July 2021.

*The project gave the students something positive to focus on whilst in lockdown. The project brought the group together despite the rehearsals being virtual, it also provided much needed social interaction for the students during lockdown. The students enjoyed the screening. Group Leader*

## 6 Structure, governance and management

### **Charitable status**

South East Dance is a charity registered with the Charity Commission. South East Dance exists to develop dance and support dance artists and practitioners in the South East region. The charitable objectives of South East Dance are as follows:

- (a) To promote, maintain, improve and advance education, particularly the promotion of educational dance projects and the production of educational dance and the general
- (b) To promote and develop for the benefit of the public the art of dance in the South East Region of the United Kingdom, as defined from time to time, nationally and internationally

We confirm that, under the terms section 17 (5) of The Charities Act 2011, we have complied with our duty to have due regard to the public benefit guidance as published by The Charity Commission. All our charitable activities, highlighted in this report, are undertaken in furtherance of our charitable objects and for the public benefit.

How South East Dance worked in 2020/21 to achieve these objectives and the public benefit thereof is outlined in sections 1-3.

### **Governing documents**

South East Dance is also a company limited by guarantee governed by its Memorandum and Articles of Association, the company was incorporated on 16<sup>th</sup> September 1997. In January 2016, in consultation and with approval from the Charities Commission, the Trustees formally adopted an updated memorandum and articles of association for the company.

### **Appointment of Trustees**

As set out in the Articles of Association the Managing Trustees nominate the Chair of the Trustees. Existing Trustees also nominate all potential Trustees. Nominees appointed by Trustees are subject to the appointment processes outlined in the Memorandum and Articles of Association.

### **Trustee induction and training**

Trustees receive an induction pack and have an orientation meeting with the Executive Director to brief them on their legal obligations, understanding of charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. They also meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. Part of the Trustee induction procedure is to ensure that Trustees understand the process for declaring their own interest and/ or their close family's interest with South East Dance. All Trustees are required to complete a declaration of interest form annually and declaration of conflicts of interest is a standing item on all board and sub-committee agendas.

### **Trustees' responsibilities in relation to financial statements**

The Trustees (who are also directors of South East Dance for the purposes of company law) are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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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 judgments and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The liability of the members is limited to a sum not exceeding £10, being the amount that each member undertakes to contribute to the assets of the charity in the event of its being wound up while he, she or it is a member or within one year after he, she or it ceases to be a member. The total number of such guarantees at 31<sup>st</sup> March 2021 was 11. The Trustees are members of the charitable company but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

#### **Auditors**

A resolution will be proposed at a General Meeting of South East Dance that Sayer Vincent LLP be re-appointed as auditors for the charity for the ensuing year.

#### **Management**

Cath James as Artistic Director and Rachel Gibson as Executive Director are appointed by the Trustees to be jointly responsible for the management of the day-to-day operations of the company. To facilitate effective operations, the Artistic Director and Executive Directors have delegated authority, within terms approved by the Trustees, for delivering the agreed programme as defined within the current business plan; this includes day-to-day responsibility for operational matters including finance, personnel and artistic related activity. Within the terms of that delegated authority, the Artistic and Executive Directors work with senior management team to deliver the charity's activities. Any activity outside the remit of the approved business plan, or course of action outside the remit of approved policies and procedures is referred to Trustees for discussion and approval usually through our regular Trustee meetings.

The Board of Trustees administers the charity. The Trustees meet four times a year, with additional extraordinary meetings scheduled if required to deal with any additional decision-making required, in particular in relation to *The Dance Space*.

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2021

In addition to the full board the charitable company currently has two sub-committees. The Finance and Audit sub-committee reviews finance and risk management. The sub-committee meets four times per year and reports directly to the Board, the committee consists of four Trustees and is attended by three members of staff.

The Remuneration sub-committee, established in January 2019, meets once a year to oversee and approve staff remuneration levels.

#### Volunteers

Our engagement with volunteers in 2020/21 is outlined in section 3 under Human Resources.

#### Remuneration policy for key management personnel

South East Dance has a written remuneration policy which was approved by the Board on 3 October 2017. The Remuneration Sub-Committee was established in January 2019 as a sub-committee of Trustees, meeting annually to review remuneration policy and scrutinise decisions. The salaries budget for 2020/21 was approved at the 23 January 2020 Remuneration Sub-Committee meeting, including remuneration for the senior Executive and Artistic roles. No employee at South East Dance receives a salary of more than £60,000 p.a. We do not employ interns without pay and will pay the Living Wage as a minimum. Pay rates are benchmarked regularly against sector pay movements and inflationary indices, although as a small charity affordability is a paramount consideration.

#### Risk management

The Trustees have a risk management strategy that comprises:

- A review of the Strategic Risk Register at every meeting of the Finance and Audit sub-committee and the Board. The Strategic Risk Register is reviewed and updated by the Senior Leadership Team ahead of each F&A and Board meeting
- The establishment of systems and procedures to mitigate those risks identified in the register
- The implementation of procedures designed to minimise any potential impact to the charitable company should those risks materialise.

| Principal risks and mitigations 2021/22 |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Risk:                                   | Likelihood | Mitigations:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Further delays to building schedule     | Medium     | <p>There has been a significant upturn in progress on site during 2021 and we currently expect to receive the building in December 2021, which will enable us to keep to the schedule set out in our 2022/23 outline business plan. Current progress on site suggests that any further delays are likely to be of weeks rather than months.</p> <p>Actions we are continuing to take to mitigate this risk are:</p> <ul style="list-style-type: none"><li>• Ongoing dialogue with B&amp;HCC to apply pressure on developer regarding practical completion date</li><li>• Ensuring that ACE Cultural Recovery and Capital Kickstart funding drawdown and spend requirements can be met if there are further delays</li></ul> |

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

|                                                                    |        |                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                    |        | <ul style="list-style-type: none"><li>• Being poised to rescope arrangements for our fit-out and opening if further delays to practical completion do occur.</li></ul>                                                                                                                                                                        |
| Inability to deliver existing programme due to social distancing   | Low    | <ul style="list-style-type: none"><li>• With core and project funding in place for 2021/22 and alternative delivery methods developed during lockdown, we are confident we can continue to deliver existing programme commitments at a level to meet funders requirements over the coming year.</li></ul>                                     |
| Opening TDS with social distancing still in place – loss of income | Medium | <ul style="list-style-type: none"><li>• Our business plan for 2021/22 assumes reduce earned income levels in TDS if social distancing is still in place when it opens.</li><li>• Our CRF funding included £152k additional reserves to protect against loss of income if we have to open TDS with social distancing still in place.</li></ul> |
| Core funding instability                                           | Medium | Our principal funders have reaffirmed existing commitments. If levels of committed funding change (e.g. ACE funding as a result of the forthcoming government spending review), we will renegotiate outputs so that deliverables are achievable within reduced means.                                                                         |

### Fundraising practices review

All fundraising practices are framed within the values and principles of the organisation. We registered with the Fundraising Regulator in July 2019.

The fundraising team is internal and South East Dance does not currently use external professional fundraisers. We do not employ the services of any fundraising agencies or third parties, nor have we run telephone or door-to-door fundraising campaigns. Our relationship with our supporters is very important to us and we do not wish our supporters to feel under any undue pressure to donate to us.

We have a Gift Acceptance policy in place which includes processes for due diligence on all donations and grants received. This policy is supported by a Gift Acceptance template, which ensures that clear parameters and responsibilities are formally agreed between partners.

We have ensured we are in line with the GDPR data protection regulations and all other relevant codes of conduct. We received no complaints about our fundraising practices during the year.

### Data Collection and Monitoring

Digital:

Our Communications Team take the lead in gathering analytics around our digital audiences. We now have a Google Dashboard, which interacts with Google Analytics and all our social media platforms to give us a combined picture of the efficacy of our digital activity. There is now a UTM code generator for the team to use when working on specific campaigns. This enables a very targeted evaluation approach with regards to which channels and which messages are most successful.

## South East Dance Limited

Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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We currently report on the following statistics:

- Hits and unique visitors to our website (southeastdance.org.uk), plus more detailed analysis such as page drop off, time spent on site and engagement with content
- Website referrals from other sites and media
- The reach (both paid and organic) and engagement in our social media channels and specific posts – Twitter, Facebook, YouTube and Instagram
- Our monthly average e-news opens and click throughs on content

### Audiences/artists/shows:

Each activity within the SED programme has its own Project Sheet and staff update this with activity details (location, who is involved, description of activity), relevant audience/participation figures, anonymous monitoring data.

Audience/participation figures are collected in one of four ways:

- Ticket data from partner organisations (box office reports)
- Ticket data from our own online systems (i.e. Eventbrite)
- Attendance recorded by SED staff (sign-in sheet/register/headcount)
- Estimation of audiences at non-ticketed events using click counters

Monitoring data is mainly collected via anonymous online forms (Survey Monkey) and we use in-built analytical tools to interpret the data. When online forms are not accessible (e.g. working with older adults who do not access computers), we collect the data via paper forms and upload this data to our system. We use these monitoring forms for: open call outs, participatory projects and artists we engage (e.g. to deliver elements of our programme, or successful programme applicants).

Each year, relevant figures are taken from the Project sheets and entered into our Measures of Success document. This is based on the figures we need to collect for our Arts Council England National Portfolio Organisation annual submission.

Our data allows us to track our commitment to diversity, to rethink our approach, diversify our networks and ensure equality is at the heart of what we do.

Below are some of the statistics from our Artistic Programme that underpin our commitment to equality and diversity.

Across our whole artistic programme for 2020/21, we can demonstrate:

- 15% engagement with those who identify as being disabled/d-deaf/neurodivergent
- 40% non-heterosexual
- 44% from low socio-economic backgrounds
- 23% with people who experience racism, particularly those from Black African and/or Black Caribbean backgrounds

For individual programmes:

Protected characteristics or from low socio-economic or marginalised backgrounds percentages engagement:

- 100% for ALIGN Artists
- 100% for Commissioned Artists
- 100% for our Mentoring programme
- 75% for Little Big Dance artists (from backgrounds that experience racism/under-representation within the sector)
- 100% for Little Big Dance EY participants (all from low socio-economic or marginalised backgrounds)
- 100% for The Welcome Project participants (all from low socio-economic or marginalised backgrounds)

## South East Dance Limited

### Report of the Trustees for the year ended 31<sup>st</sup> March 2021

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- 15% for Boys Dance Class (15% from backgrounds that experience racism/under-representation within the sector)
- 100% of Our City Dances programme targeted to participants from low socio-economic or marginalised backgrounds

#### **Our Anti-Racism Commitment**

As a leader in dance development, dedicated to challenging perceptions of what dance is, who it's for and what it can achieve, inclusivity is one of our core values and we believe that diversity in all of its forms is an essential building block for creativity. We wrote our anti-racist statement in August 2020 and renewed our stated commitment to monitoring and being held accountable. Our monitoring data for 2019-2020 showed just under 15% engagement with people who experience racism, particularly those from Black African and/or Black Caribbean backgrounds through our recruitment process. Our monitoring data for 2020-2021 has not changed – again showing just under 15%. We hope that our new recruitment process will increase this result substantially as we take this process forward. Good first steps as we integrate our new anti-racism policy. But with over 75% of our engagement still with people from a White background, we recognise that we have more work to do to address this disparity.

We have developed a four-step plan, that we will review each year:

- We will redouble our commitment to supporting artists who experience racism and commit to offering a minimum of 30% of all artist development, programming and presenting employment opportunities to artists who experience racism. REPORT ON PROGRESS: Over our artistic programme in 2020/21, we reached a target of 23% of our programming opportunities for artists who experience racism.
- We will reshape our Artists Advisory programme through consultation, to ensure it specifically addresses the needs of artists who experience racism. REPORT ON PROGRESS: Whilst this is yet to begin, we plan to undertake this work in the 2022/23 year, once we are established in The Dance Space
- We will review our recruitment processes to ensure our job advertising reaches and actively encourages a diverse range of candidates and our selection process enables those candidates to present themselves to their best advantage. REPORT ON PROGRESS: we have reviewed our recruitment processes using the Inc Arts Unlock tool, and have begun to put them onto practice for our latest recruitment for new staff. This will be an ongoing endeavour with more work to do.
- We will reaffirm our zero tolerance of harassment and bullying, continue to build on existing policies, and introduce mandatory anti-racism training for the team and board, alongside our existing and ongoing unconscious-bias training led by Mel Larsen and Ishreen Bradley. REPORT ON PROGRESS: we have set up an anti-racism sub group for our board and commenced a durational anti-racism learning programme, and the staff team has undertaken part two of our Unconscious Bias training with Mel Larsen and Ishreen Bradley.

We continue to hold ourselves accountable to our plan and to publish outcomes and learnings every year in this Annual Report.

## 7 Financial review

### **Result for the year**

Financially South East Dance exceeded its financial projections. Operationally, the organisation incurred a deficit on unrestricted funds of £16,965 compared with a budgeted deficit of £41,678. The budget included Income and Expenditure for The Dance Space operations which were not incurred as a result of the delay in opening. General funds outturn is better than budgeted mainly due to additional emergency grants received and savings on operational expenditure due to Covid19 pandemic.

Total income for the year amounted to £1,149,774 (2019/20 £988,987) and resources expended on programmes amounted to £736,730 (2019/20 £774,493), including those relating to The Dance Space.

In addition, capital expenditure was incurred on The Dance Space totalling £103,589 (2019/20 £118,061).

Full details of the work supported by this expenditure are contained in the foregoing sections of this report. The organisation's principal funders are shown in note 4 to the accounts.

At 31st March 2021 general fund reserves amounted to £234,151 (2019/20 £251,116).

At 31st March 2021 restricted funds of £169,476 were held to fund specific projects and activities as agreed with the relevant funders (2019/20 £66,197).

In addition, restricted funds totalling £905,988 were held at 31st March 2021 in respect of capitalised TDS spend (2019/20 £802,399). In addition to this the £152,000 awarded through the Cultural Recovery Fund is designated against potential loss of TDS income post opening.

### **Reserves policy**

The Trustees clarified the wording of the reserves policy in June 2019 to make more explicit that the reserves cover three months operating **and** programme project costs. The clarified wording states:

*"South East Dance's reserves policy is that the organisation shall seek to maintain general fund reserves equal to three months' expenditure, including both operational and programme project costs. This policy is set to ensure that liabilities can be met as they fall due, and that the organisation has the flexibility to react to any changes in funding."*

*Based on budgeted expenditure for 2021/22 the policy calls for general funds reserves of £203,000 which represent three months operational and programme project costs compared with actual reserves of £232,152.*

*The Trustees are conscious of the potential impact of the capital project on the charitable company and have through long-term financial planning sought to mitigate potential risks. Steps taken to secure core revenue funding from its principal funder for the next 4 years and acquiring capital financing will assist in reducing the impact on the charitable company reserves at this time."*

As noted in Section 3 on the impact of Covid-19, support from the Cultural Recovery Fund for onerous contract provision will enable the Trustees to increase general reserves for 2020/21.

### **Going concern**

Having made due enquiries, and having paid particular regard to the matters outlined in Section 3 of this report, concerning the impact of Covid 19, the Trustees consider that there are no material uncertainties as to the charitable company's ability to continue as a going concern.

# 8 Thanks

We would like to acknowledge the long-term commitment of our key funders, as well as everyone that has supported us over the past year. Thanks to your belief in our vision, we are able to continue to share our passion for dance with the communities, artists and the wide range of audiences we work with. Simply put: nothing we do would be possible without you. Thank you.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Funders, Donors and Supporters</b><br><br><b>Public Funders</b><br>Arts Council England<br>Arts Impact Fund<br>Brighton & Hove City Council<br><br><b>Trusts and Foundations</b><br>29 <sup>th</sup> May 1961 Charitable Trust<br>Chalk Cliff Trust<br>D'Oyly Carte Charitable Trust<br>Ernest Kleinwort Charitable Trust<br>Esmée Fairbairn Foundation<br>Fidelio Charitable Trust<br>Fidelity UK Foundation<br>Garfield Weston Foundation<br>Paul Hamlyn Foundation<br>Pebble Trust<br>Rampion Fund<br>St James's Place Charitable Foundation<br>Sussex Community Foundation<br>Thistle Trust<br>Wolfson Foundation<br><br><b>Corporate Partners</b><br>Brandwatch<br>Brighton & Hove Bus and Coach Company<br>shedkm |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Individual Donors</b><br>Sir Rod Aldridge OBE<br>Joe Bates<br>Louise Blackwell<br>Liz Charman<br>Jane Corry<br>Cath James<br>Linda Jasper MBE<br>Sanjivan Kohli & Brendan O'Neill<br>Kimberley Lippe<br>Bob Lockyer OBE<br>Lucy Mason<br>Elizabeth Moody-Stuart<br>Alex Morrison<br>Jayne McKee<br>Luci Napleton<br>Ian M Parlane ACA<br>Gillian Ramm<br>Patrick & Bruno Seroin-Joly<br>Hanna Stepanik<br>Jacquie Storey<br>Lindsay Tomlinson OBE<br>Sally Anne Tottle<br><br>and all those who wish to remain anonymous                                            |
| <b>Project Partners</b><br>Arts Award<br>Artsmark<br>Artswork<br>Attenborough Centre for the Creative Arts<br>Birmingham Hippodrome<br>Brighton Aldridge Community Academy<br>Brighton Centre for Contemporary Arts<br>Brighton Digital Festival<br>Brighton Fringe<br>Brighton & Hove City Council<br>Senior Housing & Active for Life<br>Brighton Dome & Festival<br>Brighton Unemployment Centre's Families Project<br>Brighton Youth Centre<br>Ceyda Tanc Dance<br>Dance4<br>DanceEast<br>Dance Woking<br>Dance Umbrella                                                                                                                                                                                               | Drishti Dance<br>Fantail Dance Theatre<br>GradLAB<br>Gulbenkian Theatre, Canterbury<br>Hofesh Shechter Company<br>Imagine<br>Jasmin Vardimon Company<br>Junction Dance, Reading<br>Kent Dance Network<br>Lighthouse<br>Marina Studios<br>Moulsecroomb Primary School<br>Motus, MK<br>Move South East<br>UK Dance Network<br>National Youth Dance Company<br>New Adventures<br>Norderm Farm<br>One Dance UK<br>Our Future City (Future Creators)<br>Oxford City Council | Oxford Dance Forum<br>Pavilion Dance South West<br>People Dancing<br>Portslade Aldridge Community Academy<br>Puffin Community Nursery<br>Quarterhouse, Folkestone<br>Roundabout Nursery<br>Secondhand Dance<br>Spark Arts<br>Starcatchers<br>Strike a Light Festival<br>Take Art<br>Turner Children's Centre<br>Turner Community Project<br>Trust For Developing Communities<br>The Mill Arts Centre Banbury<br>University of Brighton<br>University of Christchurch Canterbury<br>University of Surrey<br>University of Sussex<br>Wise Owl Nursery<br>Yorkshire Dance |

## 9 Financial statements and reports

The financial report and accounts follow including:

- Auditors report
- Financial statements for the year

This report and accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006) respectively. Approved by the Board on the recommendation of Finance and Audit Sub-Committee on 8 October 2020, and signed on behalf of the charitable company Trustees by John Struthers as Chair:

**John Struthers**

**Chair**

Signed by order of the charity Trustees  
South East Dance

7 October 2021

# **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2021

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## **Opinion**

We have audited the financial statements of South East Dance Limited (the 'charitable company') for the year ended 31 March 2021 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2021

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information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary

## **Independent auditor's report to the members of South East Dance Limited**

For the year ended 31<sup>st</sup> March 2021

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to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Judith Miller (Senior statutory auditor)

6 December 2021

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

# South East Dance Limited

## Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2021

|                                                                           | Note | Unrestricted<br>£ | Restricted<br>£  | 2021<br>Total<br>£ | 2020<br>Total<br>£ |
|---------------------------------------------------------------------------|------|-------------------|------------------|--------------------|--------------------|
| <b>Income from:</b>                                                       |      |                   |                  |                    |                    |
| Donations and legacies                                                    | 3    | 665,247           | 168,402          | <b>833,649</b>     | 570,169            |
| Charitable activities                                                     |      |                   |                  |                    |                    |
| Artists development programme                                             | 4    | -                 | 100,700          | <b>100,700</b>     | 146,536            |
| Community and participation programme                                     | 4    | -                 | 88,755           | <b>88,755</b>      | 29,633             |
| Performances and events                                                   | 4    | -                 | 8,410            | <b>8,410</b>       | 7,893              |
| The Dance Space                                                           | 4    | -                 | 117,392          | <b>117,392</b>     | 231,400            |
| Investments                                                               | 5    | 868               | -                | <b>868</b>         | 2,856              |
| Other                                                                     |      | -                 | -                | -                  | 500                |
| <b>Total income</b>                                                       |      | <b>666,115</b>    | <b>483,659</b>   | <b>1,149,774</b>   | <b>988,987</b>     |
| <b>Expenditure on:</b>                                                    |      |                   |                  |                    |                    |
| Raising funds                                                             | 6a   | 63,303            | -                | <b>63,303</b>      | 56,189             |
| Charitable activities                                                     |      |                   |                  |                    |                    |
| Artists development programme                                             | 6a   | 292,771           | 23,871           | <b>316,642</b>     | 422,871            |
| Community and participation programme                                     | 6a   | 214,788           | 71,706           | <b>286,494</b>     | 241,499            |
| Performances and events                                                   | 6a   | 53,869            | 10,191           | <b>64,060</b>      | 49,021             |
| The Dance Space                                                           | 6a   | -                 | 6,231            | <b>6,231</b>       | 4,913              |
| <b>Total expenditure</b>                                                  |      | <b>624,731</b>    | <b>111,999</b>   | <b>736,730</b>     | <b>774,493</b>     |
| <b>Net income for the year and net movement on funds before transfers</b> |      | <b>41,384</b>     | <b>371,660</b>   | <b>413,044</b>     | <b>214,494</b>     |
| Transfers                                                                 |      | (58,349)          | 58,349           | -                  | -                  |
| <b>Net net movement on funds</b>                                          | 7    | <b>(16,965)</b>   | <b>430,009</b>   | <b>413,044</b>     | <b>214,494</b>     |
| <b>Reconciliation of funds:</b>                                           |      |                   |                  |                    |                    |
| Total funds brought forward                                               |      | 251,116           | 891,079          | <b>1,142,195</b>   | 927,701            |
| <b>Total funds carried forward</b>                                        |      | <b>234,151</b>    | <b>1,321,088</b> | <b>1,555,239</b>   | <b>1,142,195</b>   |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 17 (a) to the financial statements.

# South East Dance Limited

Company no. 03434501

## Balance sheet

As at 31 March 2021

|                                                | Note   | 2021<br>£      | £                | 2020<br>£ | £                |
|------------------------------------------------|--------|----------------|------------------|-----------|------------------|
| <b>Fixed assets:</b>                           |        |                |                  |           |                  |
| Tangible assets                                | 12     |                | <b>912,667</b>   |           | 810,274          |
|                                                |        |                | <u>912,667</u>   |           | <u>810,274</u>   |
| <b>Current assets:</b>                         |        |                |                  |           |                  |
| Debtors                                        | 13     | <b>119,847</b> |                  | 23,987    |                  |
| Cash at bank and in hand                       |        | <b>739,346</b> |                  | 566,810   |                  |
|                                                |        |                | <u>859,193</u>   |           | <u>590,797</u>   |
| <b>Liabilities:</b>                            |        |                |                  |           |                  |
| Creditors: amounts falling due within one year | 14     | <b>186,986</b> |                  | 130,890   |                  |
|                                                |        |                | <u>672,207</u>   |           | <u>459,907</u>   |
| <b>Net current assets</b>                      |        |                | <b>672,207</b>   |           | 459,907          |
| <b>Total assets less current liabilities</b>   |        |                | <b>1,584,874</b> |           | 1,270,181        |
| Creditors: amounts falling due after one year  | 15     |                | <b>29,635</b>    |           | 127,986          |
|                                                |        |                | <u>1,555,239</u> |           | <u>1,142,195</u> |
| <b>Total net assets</b>                        | 16     |                | <b>1,555,239</b> |           | <b>1,142,195</b> |
| <b>The funds of the charity:</b>               | 17 (a) |                |                  |           |                  |
| Restricted income funds                        |        |                | <b>1,321,088</b> |           | 891,079          |
| Unrestricted income funds:                     |        |                |                  |           |                  |
| General funds                                  |        | <b>234,151</b> |                  | 251,116   |                  |
|                                                |        |                | <u>234,151</u>   |           | <u>251,116</u>   |
| <b>Total unrestricted funds</b>                |        |                | <b>234,151</b>   |           | 251,116          |
| <b>Total charity funds</b>                     |        |                | <b>1,555,239</b> |           | <b>1,142,195</b> |

Approved by the trustees on 7 October 2021 and signed on their behalf by

John Struthers  
Chair Trustee

# South East Dance Limited

## Statement of cash flows

For the year ended 31 March 2021

|                                                         | Note | 2021<br>£        | £                | 2020<br>£        | £                |
|---------------------------------------------------------|------|------------------|------------------|------------------|------------------|
| <b>Cash flows from operating activities</b>             | 18   |                  |                  |                  |                  |
| <b>Net cash provided by operating activities</b>        |      |                  | <b>341,588</b>   |                  | <b>208,986</b>   |
| <b>Cash flows from investing activities:</b>            |      |                  |                  |                  |                  |
| Purchase of fixed assets                                |      | <b>(104,620)</b> |                  | <b>(122,967)</b> |                  |
| <b>Net cash (used) provided by investing activities</b> |      |                  | <b>(104,620)</b> |                  | <b>(122,967)</b> |
| <b>Cash flows from financing activities:</b>            |      |                  |                  |                  |                  |
| Repayments of borrowing                                 |      | <b>(64,432)</b>  |                  | <b>(28,316)</b>  |                  |
| <b>Net cash provided by financing activities</b>        |      |                  | <b>(64,432)</b>  |                  | <b>(28,316)</b>  |
| <b>Change in cash and cash equivalents in the year</b>  |      |                  | <b>172,536</b>   |                  | <b>57,703</b>    |
| Cash and cash equivalents at the beginning of the year  |      |                  | <b>566,810</b>   |                  | <b>509,107</b>   |
| <b>Cash and cash equivalents at the end of the year</b> | 19   |                  | <b>739,346</b>   |                  | <b>566,810</b>   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

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### 1 Accounting policies

#### a) Statutory information

South East Dance Limited is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address (and principal place of business, if different from the registered office) is 28 Kensington Street, Brighton, BN1 4AJ.

#### b) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

#### c) Charitable status

The charitable company meets the definition of a public benefit entity under FRS 102.

#### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. In arriving at this conclusion, the trustees have taken into account the matters outlined in section 3 of the Trustees Report relating to the impact of Covid-19, and in particular the award after the year end of Arts Council Cultural Recovery Fund and Capital Kickstart grants totalling £587,428.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

## Notes to the financial statements

For the year ended 31 March 2021

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### 1 Accounting policies (continued)

#### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- Expenditure on charitable activities includes the costs of programme and project activity undertaken to further the purposes of the charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on project income, of the amount attributable to each activity:

- |                                         |     |
|-----------------------------------------|-----|
| • Artists development programme         | 58% |
| • Community and participation programme | 39% |
| • Performances and events               | 3%  |
| • The Dance Space                       | 0%  |

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

#### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £200. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- |                      |                               |
|----------------------|-------------------------------|
| • Computer equipment | 25% reducing balance          |
| • Office equipment   | 25% reducing balance          |
| • The Dance Space    | not depreciated until opening |

#### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2021

### 1 Accounting policies (continued)

#### o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### p) Pensions

The company contributes to each employee's Individual Personal Pension plan.

#### q) Trading subsidiary

On 13th November 2019, South East Dance set up a wholly owned trading subsidiary, South East Dance Trading Limited (Company No 11674921). The company was dormant for the period to 31st March 2020 and the year ended 31st March 2021 and accordingly its profit and loss account and balance sheet are not included in the accounts of South East Dance.

### 2 Detailed comparatives for the statement of financial activities

|                                                               | Unrestricted<br>£ | Restricted<br>£ | 2020<br>Total<br>£ |
|---------------------------------------------------------------|-------------------|-----------------|--------------------|
| <b>Income from:</b>                                           |                   |                 |                    |
| Donations and legacies                                        | 570,169           | -               | 570,169            |
| Charitable activities                                         | -                 | 415,462         | 415,462            |
| Investments                                                   | 2,856             | -               | 2,856              |
| Other                                                         | 500               | -               | 500                |
| <b>Total income</b>                                           | <b>573,525</b>    | <b>415,462</b>  | <b>988,987</b>     |
| <b>Expenditure on:</b>                                        |                   |                 |                    |
| Raising funds                                                 | 56,189            | -               | 56,189             |
| Charitable activities                                         | 499,930           | 213,461         | 713,391            |
| The Dance Space                                               | -                 | 4,913           | 4,913              |
| Other                                                         | -                 | -               | -                  |
| <b>Total expenditure</b>                                      | <b>556,119</b>    | <b>218,374</b>  | <b>774,493</b>     |
| <b>Net income before gains / (losses) on investments</b>      | <b>17,406</b>     | <b>197,088</b>  | <b>214,494</b>     |
| Net gains / (losses) on investments                           | -                 | -               | -                  |
| <b>Net expenditure for the year and net movement in funds</b> | <b>17,406</b>     | <b>197,088</b>  | <b>214,494</b>     |
| <b>Total funds brought forward</b>                            | <b>233,710</b>    | <b>693,991</b>  | <b>927,701</b>     |
| <b>Total funds carried forward</b>                            | <b>251,116</b>    | <b>891,079</b>  | <b>1,142,195</b>   |

### 3 Income from donations and legacies

|                                               | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2020<br>Total<br>£ |
|-----------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <i>Grants receivable for core activities:</i> |                   |                 |                    |                   |                 |                    |
| Arts Council England - National Portfolio     | 580,660           | -               | <b>580,660</b>     | 570,169           | -               | 570,169            |
| Arts Council Grant - Cultural Recovery Fund   | -                 | 168,402         | <b>168,402</b>     | -                 | -               | -                  |
| Paul Hamlyn                                   | 60,000            | -               | <b>60,000</b>      | -                 | -               | -                  |
| Esmée Fairbairn Foundation                    | 17,032            | -               | <b>17,032</b>      | -                 | -               | -                  |
| Bigwood donation                              | 7,500             | -               | <b>7,500</b>       | -                 | -               | -                  |
| Other donations                               | 55                | -               | <b>55</b>          | -                 | -               | -                  |
|                                               | <b>665,247</b>    | <b>168,402</b>  | <b>833,649</b>     | <b>570,169</b>    | <b>-</b>        | <b>570,169</b>     |

# South East Dance Limited

## Notes to the financial statements For the year ended 31 March 2021

### 4 Income from charitable activities

|                                                            | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2020<br>Total<br>£ |
|------------------------------------------------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| <b>Artists development programme</b>                       |                   |                 |                    |                   |                 |                    |
| Paul Hamlyn Foundation                                     | -                 | 84,000          | 84,000             | -                 | 84,000          | 84,000             |
| Arts Council England                                       | -                 | -               | -                  | -                 | 59,900          | 59,900             |
| Brighton & Hove City Council                               | -                 | 2,000           | 2,000              | -                 | -               | -                  |
| Jamie Watton Fund (2020 Artists)                           | -                 | 2,200           | 2,200              | -                 | -               | -                  |
| Other project income                                       | -                 | 12,500          | 12,500             | -                 | 2,636           | 2,636              |
| <b>Sub-total for Artists development programme</b>         | -                 | 100,700         | 100,700            | -                 | 146,536         | 146,536            |
| <b>Community and participation programme</b>               |                   |                 |                    |                   |                 |                    |
| Aesop                                                      | -                 | -               | -                  | -                 | 10,210          | 10,210             |
| St James Place Charitable Foundation                       | -                 | -               | -                  | -                 | 9,980           | 9,980              |
| Sussex Community Foundation                                | -                 | 3,413           | 3,413              | -                 | -               | -                  |
| Brighton & Hove City Council                               | -                 | 44,376          | 44,376             | -                 | -               | -                  |
| Esmée Fairbairn Foundation                                 | -                 | 40,000          | 40,000             | -                 | -               | -                  |
| Ernest Kleinwort Charitable Trust                          | -                 | -               | -                  | -                 | 4,875           | 4,875              |
| D'Oyly Carte Charitable Trust                              | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Other project income                                       | -                 | 966             | 966                | -                 | 1,568           | 1,568              |
| <b>Sub-total for Community and participation programme</b> | -                 | 88,755          | 88,755             | -                 | 29,633          | 29,633             |
| <b>Performances and events</b>                             |                   |                 |                    |                   |                 |                    |
| Brighton & Hove City Council                               | -                 | 8,000           | 8,000              | -                 | -               | -                  |
| The Mill Arts Centre                                       | -                 | -               | -                  | -                 | 3,000           | 3,000              |
| Other project income                                       | -                 | 410             | 410                | -                 | 4,893           | 4,893              |
| <b>Sub-total for Performances and events</b>               | -                 | 8,410           | 8,410              | -                 | 7,893           | 7,893              |
| <b>The Dance Space</b>                                     |                   |                 |                    |                   |                 |                    |
| Arts Council England                                       | -                 | 103,377         | 103,377            | -                 | 21,325          | 21,325             |
| Aldridge Foundation                                        | -                 | -               | -                  | -                 | 100,000         | 100,000            |
| Fidelity                                                   | -                 | -               | -                  | -                 | 50,000          | 50,000             |
| The Rampion Fund                                           | -                 | -               | -                  | -                 | 25,000          | 25,000             |
| The 29th May 1961 Trust                                    | -                 | -               | -                  | -                 | 15,000          | 15,000             |
| Pebble Trust                                               | -                 | 10,000          | 10,000             | -                 | 5,000           | 5,000              |
| Clalk Cliff Foundation                                     | -                 | -               | -                  | -                 | 5,000           | 5,000              |
| Own Your Seat                                              | -                 | 1,051           | 1,051              | -                 | 4,850           | 4,850              |
| Donations                                                  | -                 | -               | -                  | -                 | 20              | 20                 |
| Jamie Watton Fund                                          | -                 | -               | -                  | -                 | -               | -                  |
| Donations                                                  | -                 | 2,964           | 2,964              | -                 | 5,205           | 5,205              |
| <b>Total Jamie Watton Fund</b>                             | -                 | 2,964           | 2,964              | -                 | 5,205           | 5,205              |
| <b>Sub-total for The Dance Space</b>                       | -                 | 117,392         | 117,392            | -                 | 231,400         | 231,400            |
| <b>Total income from charitable activities</b>             | -                 | 315,257         | 315,257            | -                 | 415,462         | 415,462            |

### 5 Income from investments

|                  | Unrestricted<br>£ | Restricted<br>£ | 2021<br>Total<br>£ | Unrestricted<br>£ | Restricted<br>£ | 2020<br>Total<br>£ |
|------------------|-------------------|-----------------|--------------------|-------------------|-----------------|--------------------|
| UK bank interest | 868               | -               | 868                | 2,856             | -               | 2,856              |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 6a Analysis of expenditure (current year)

|                               | Charitable activities      |                                    |                                            |                              |                      |                       |                    |                 |                 |
|-------------------------------|----------------------------|------------------------------------|--------------------------------------------|------------------------------|----------------------|-----------------------|--------------------|-----------------|-----------------|
|                               | Cost of raising funds<br>£ | Artists development programme<br>£ | Community and participation programme<br>£ | Performances and events<br>£ | The Dance Space<br>£ | Governance costs<br>£ | Support costs<br>£ | 2021 Total<br>£ | 2020 Total<br>£ |
| Staff costs (Note 8)          | 61,226                     | 96,461                             | 162,192                                    | 33,586                       | 5,220                | -                     | 138,343            | 497,028         | 446,293         |
| Freelance costs               | -                          | -                                  | -                                          | -                            | -                    | -                     | 2,942              | 2,942           | 1,847           |
| Other staffing costs          | -                          | -                                  | -                                          | -                            | -                    | -                     | 2,515              | 2,515           | 9,176           |
| Building overheads            | -                          | -                                  | -                                          | -                            | -                    | -                     | 44,531             | 44,531          | 41,227          |
| Operational overheads         | 2,077                      | -                                  | -                                          | -                            | -                    | -                     | 35,945             | 38,022          | 30,682          |
| Communications                | -                          | -                                  | -                                          | -                            | -                    | -                     | 24,843             | 24,843          | 26,345          |
| Projects and activities       | -                          | 61,408                             | 17,495                                     | 21,381                       | -                    | -                     | -                  | 100,284         | 186,045         |
| Other                         | -                          | -                                  | -                                          | -                            | -                    | -                     | 3,348              | 3,348           | (2,112)         |
| Audit fee                     | -                          | -                                  | -                                          | -                            | -                    | 11,557                | -                  | 11,557          | 11,968          |
| Legal costs                   | -                          | -                                  | -                                          | -                            | -                    | -                     | -                  | -               | 1,084           |
| Trustee and Board costs       | -                          | -                                  | -                                          | -                            | -                    | 1,001                 | -                  | 1,001           | 6,221           |
| The Dance Space               | -                          | -                                  | -                                          | -                            | 1,011                | -                     | -                  | 1,011           | 4,913           |
| Finance costs                 | -                          | -                                  | -                                          | -                            | -                    | -                     | 9,648              | 9,648           | 10,804          |
|                               | 63,303                     | 157,869                            | 179,687                                    | 54,967                       | 6,231                | 12,558                | 262,115            | 736,730         | 774,493         |
| Support costs                 | -                          | 151,514                            | 101,924                                    | 8,677                        | -                    | -                     | (262,115)          | -               | -               |
| Governance costs              | -                          | 7,259                              | 4,883                                      | 416                          | -                    | (12,558)              | -                  | -               | -               |
| <b>Total expenditure 2021</b> | <b>63,303</b>              | <b>316,642</b>                     | <b>286,494</b>                             | <b>64,060</b>                | <b>6,231</b>         | <b>-</b>              | <b>-</b>           | <b>736,730</b>  | <b>774,493</b>  |
| Total expenditure 2020        | 56,189                     | 422,871                            | 241,499                                    | 49,021                       | 4,913                | -                     | -                  | 774,493         |                 |

Of the total expenditure, £624,731 was unrestricted (2020: £556,119) and £111,999 was restricted (2020: £218,374).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 6b Analysis of expenditure (Prior year)

|                               | Charitable activities            |                                          |                                                  |                                 |                            |                          |                       |                    |
|-------------------------------|----------------------------------|------------------------------------------|--------------------------------------------------|---------------------------------|----------------------------|--------------------------|-----------------------|--------------------|
|                               | Cost of<br>raising<br>funds<br>£ | Artists<br>development<br>programme<br>£ | Community and<br>participation<br>programme<br>£ | Performances<br>and events<br>£ | The<br>Dance<br>Space<br>£ | Governance<br>costs<br>£ | Support<br>costs<br>£ | 2020<br>Total<br>£ |
| Staff costs (Note 8)          | 53,699                           | 106,627                                  | 146,446                                          | 18,861                          | -                          | -                        | 120,660               | 446,293            |
| Freelance costs               | -                                | -                                        | -                                                | -                               | -                          | -                        | 1,847                 | 1,847              |
| Other staffing costs          | -                                | -                                        | -                                                | -                               | -                          | -                        | 9,176                 | 9,176              |
| Building overheads            | -                                | -                                        | -                                                | -                               | -                          | -                        | 41,227                | 41,227             |
| Operational overheads         | 2,490                            | -                                        | -                                                | -                               | -                          | -                        | 28,192                | 30,682             |
| Communications                | -                                | -                                        | -                                                | -                               | -                          | -                        | 26,345                | 26,345             |
| Projects and activities       | -                                | 112,351                                  | 53,821                                           | 19,873                          | -                          | -                        | -                     | 186,045            |
| Other                         | -                                | -                                        | -                                                | -                               | -                          | -                        | (2,112)               | (2,112)            |
| Audit fee                     | -                                | -                                        | -                                                | -                               | -                          | 11,968                   | -                     | 11,968             |
| Legal costs                   | -                                | -                                        | -                                                | -                               | -                          | 1,084                    | -                     | 1,084              |
| Trustee and Board costs       | -                                | -                                        | -                                                | -                               | -                          | 6,221                    | -                     | 6,221              |
| The Dance Space               | -                                | -                                        | -                                                | -                               | 4,913                      | -                        | -                     | 4,913              |
| Finance costs                 | -                                | -                                        | -                                                | -                               | -                          | -                        | 10,804                | 10,804             |
|                               | 56,189                           | 218,978                                  | 200,267                                          | 38,734                          | 4,913                      | 19,273                   | 236,139               | 774,493            |
| Support costs                 | -                                | 188,507                                  | 38,121                                           | 9,511                           | -                          | -                        | (236,139)             | -                  |
| Governance costs              | -                                | 15,386                                   | 3,111                                            | 776                             | -                          | (19,273)                 | -                     | -                  |
| <b>Total expenditure 2020</b> | <b>56,189</b>                    | <b>422,871</b>                           | <b>241,499</b>                                   | <b>49,021</b>                   | <b>4,913</b>               | <b>-</b>                 | <b>-</b>              | <b>774,493</b>     |
| Total expenditure 2019        | 62,479                           | 92,721                                   | 511,829                                          | 66,650                          | (6,728)                    | -                        | -                     | 726,951            |

Of the total expenditure, £556,119 was unrestricted (2019: £553,829) and £218,374 was restricted (2019: £173,122).

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 7 Net income for the year

This is stated after charging:

|                                         | 2021<br>£ | 2020<br>£ |
|-----------------------------------------|-----------|-----------|
| Depreciation                            | 2,227     | 2,625     |
| Interest payable                        | 9,648     | 10,804    |
| Operating lease rentals:                |           |           |
| Property                                | 24,986    | 24,555    |
| Auditors' remuneration (excluding VAT): |           |           |
| Audit - current year fee                | 8,420     | 8,250     |

### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

|                                                                 | 2021<br>£ | 2020<br>£ |
|-----------------------------------------------------------------|-----------|-----------|
| Salaries and wages                                              | 422,843   | 392,055   |
| Social security costs                                           | 31,867    | 28,865    |
| Employer's contribution to defined contribution pension schemes | 15,008    | 13,543    |
| Other staff costs                                               | 27,310    | 11,831    |
|                                                                 | 497,028   | 446,293   |

No employee earned more than £60,000 during the year (2020: nil).

The total employee costs including pension contributions and employers NIC for the key management personnel were £116,117 (2020: £104,699).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: £nil). No charity trustee received payment for professional or other services supplied to the charity (2020: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £97 (2020: £3,913) incurred by one (2020: three) members relating to attendance at meetings of the trustees.

### 9 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

|                                       | 2021<br>No. | 2020<br>No. |
|---------------------------------------|-------------|-------------|
| Raising funds                         | 2           | 2           |
| Artists development programme         | 5           | 5           |
| Community and participation programme | 9           | 7           |
| Performances and events               | 2           | 1           |
| The Dance Space                       | -           | -           |
| Support                               | 3           | 3           |
|                                       | 21          | 18          |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 10 Related party transactions

At 31 March 2021 there are no transactions to disclose for 2021. There was £515 owing to J.Struthers in respect of Trustee's expenses disclosed for 2020.

Aggregate donations from trustees were NIL in 2021 (2020: £450). There were no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 11 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 12 Tangible fixed assets

|                               | Computer<br>equipment<br>£ | Office<br>equipment<br>£ | The Dance<br>Space<br>£ | Total<br>£     |
|-------------------------------|----------------------------|--------------------------|-------------------------|----------------|
| <b>Cost or valuation</b>      |                            |                          |                         |                |
| At the start of the year      | 37,564                     | 15,099                   | 802,399                 | <b>855,062</b> |
| Additions in year             | 1,031                      | -                        | 103,589                 | <b>104,620</b> |
| At the end of the year        | <b>38,595</b>              | <b>15,099</b>            | <b>905,988</b>          | <b>959,682</b> |
| <b>Depreciation</b>           |                            |                          |                         |                |
| At the start of the year      | 31,626                     | 13,162                   | -                       | <b>44,788</b>  |
| Charge for the year           | 1,743                      | 484                      | -                       | <b>2,227</b>   |
| At the end of the year        | <b>33,369</b>              | <b>13,646</b>            | <b>-</b>                | <b>47,015</b>  |
| <b>Net book value</b>         |                            |                          |                         |                |
| <b>At the end of the year</b> | <b>5,226</b>               | <b>1,453</b>             | <b>905,988</b>          | <b>912,667</b> |
| At the start of the year      | 5,938                      | 1,937                    | 802,399                 | 810,274        |

All of the above assets are used for charitable purposes.

### 13 Debtors

|                | 2021<br>£      | 2020<br>£ |
|----------------|----------------|-----------|
| Trade debtors  | <b>479</b>     | 1,302     |
| Prepayments    | <b>9,991</b>   | 22,685    |
| Accrued Income | <b>109,377</b> | -         |
|                | <b>119,847</b> | 23,987    |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

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

|                                    | 2021<br>£      | 2020<br>£      |
|------------------------------------|----------------|----------------|
| The Arts Impact Fund (see note 15) | 114,913        | 80,995         |
| Trade creditors                    | 22,653         | 21,368         |
| Taxation and social security       | 7,102          | 7,656          |
| Other creditors                    | 7,305          | 5,128          |
| Accruals                           | 35,013         | 15,743         |
|                                    | <b>186,986</b> | <b>130,890</b> |

### 15 Creditors: amounts falling due after one year

The company signed a loan agreement on 14 March 2016 with Nesta Arts Impact LLP (as manager of the Arts Impact Fund) for an unsecured loan facility of up to £350,000, over 5 years, at an interest rate of 5%, to enable the company to construct and fit out "The Dance Space". The loan was to be repayable in 60 monthly instalments over the life of the loan. Following delays to the construction of The Dance Space a capital repayment holiday was accorded for the period from 25th September 2019 to 25th May 2020 inclusive. Subsequent repayments were recalculated so that the loan would be repaid by the end of its original term.

On 7th June 2017, the loan of £350,000 was drawn down. The amount shown below is due after one year.

|                      | 2021<br>£     | 2020<br>£ |
|----------------------|---------------|-----------|
| The Arts Impact Fund | <b>29,635</b> | 127,986   |

### 16 (a) Analysis of net assets between funds 2021

|                                               | General<br>unrestricted<br>£ | Restricted<br>£  | Total funds<br>2021<br>£ |
|-----------------------------------------------|------------------------------|------------------|--------------------------|
| Tangible fixed assets                         | 6,679                        | 905,988          | 912,667                  |
| Net current assets                            | 227,472                      | 415,100          | 642,572                  |
| <b>Net assets at the end of the year 2021</b> | <b>234,151</b>               | <b>1,321,088</b> | <b>1,555,239</b>         |

### 16 (b) Analysis of net assets between funds 2020

|                                               | General<br>unrestricted<br>£ | Restricted<br>£ | Total funds<br>2020<br>£ |
|-----------------------------------------------|------------------------------|-----------------|--------------------------|
| Tangible fixed assets                         | 7,875                        | 802,399         | 810,274                  |
| Net current assets                            | 243,241                      | 88,680          | 331,921                  |
| <b>Net assets at the end of the year 2020</b> | <b>251,116</b>               | <b>891,079</b>  | <b>1,142,195</b>         |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 17 (a) Movements in funds 2021

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£  | At the end of<br>2021<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|-----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                 |                            |
| ADP Activity                       | -                                | 2,000                                 | (2,000)                                | -               | -                          |
| Welcome project activity           | 3,000                            | -                                     | -                                      | (3,000)         | -                          |
| Aldridge Dance Programme           | -                                | 787                                   | (3,131)                                | 3,000           | 656                        |
| TWP SCF                            | -                                | 3,413                                 | (3,413)                                | -               | -                          |
| DSG changed to MSE                 | 3,930                            | (10)                                  | 350                                    | -               | 4,270                      |
| BYC Welcome project                | 9,980                            | -                                     | (9,980)                                | -               | -                          |
| Esmée Creative Communities         | 3,785                            | 29,219                                | (29,704)                               | -               | 3,300                      |
| TheWelcomeProject2                 | -                                | 55,156                                | (20,917)                               | -               | 34,239                     |
| Festivals and conferences          | 441                              | -                                     | (14)                                   | -               | 427                        |
| 2020Vision                         | -                                | 8,300                                 | (8,300)                                | -               | -                          |
| Little Big Dance                   | 40,554                           | 92,000                                | (9,961)                                | -               | 122,593                    |
| OCD Other                          | 500                              | -                                     | (500)                                  | -               | -                          |
| PCE Activity                       | 855                              | -                                     | (855)                                  | -               | -                          |
| Regional Networks Projects         | 1,840                            | -                                     | (890)                                  | -               | 950                        |
| Mind the Gap                       | -                                | 4,500                                 | (2,355)                                | -               | 2,145                      |
| SEDPN Management Funds             | 503                              | -                                     | (503)                                  | -               | -                          |
| JWF 2020 artists                   | -                                | 2,200                                 | (2,200)                                | -               | -                          |
| Brighton Screen Dance Festival     | -                                | 120                                   | -                                      | -               | 120                        |
| Arts Council Grant - CRF           | -                                | 168,402                               | (16,402)                               | -               | 152,000                    |
| YP - AALN                          | 809                              | 180                                   | (213)                                  | -               | 776                        |
| <b>Total Programmes</b>            | <b>66,197</b>                    | <b>366,267</b>                        | <b>(110,988)</b>                       | <b>-</b>        | <b>321,476</b>             |
| The Dance Space -capitalised asset | 802,399                          | 103,377                               | -                                      | 212             | 905,988                    |
| The Dance Space - revenue          | 22,483                           | 14,015                                | (1,011)                                | 58,137          | 93,624                     |
| <b>Total restricted funds</b>      | <b>891,079</b>                   | <b>483,659</b>                        | <b>(111,999)</b>                       | <b>58,349</b>   | <b>1,321,088</b>           |
| <b>General funds</b>               | <b>251,116</b>                   | <b>666,115</b>                        | <b>(624,731)</b>                       | <b>(58,349)</b> | <b>234,151</b>             |
| <b>Total unrestricted funds</b>    | <b>251,116</b>                   | <b>666,115</b>                        | <b>(624,731)</b>                       | <b>(58,349)</b> | <b>234,151</b>             |
| <b>Total funds</b>                 | <b>1,142,195</b>                 | <b>1,149,774</b>                      | <b>(736,730)</b>                       | <b>-</b>        | <b>1,555,239</b>           |

#### Restrictions imposed:

- 2020Vision Funds from Brighton & Hove City Council and the National Dance Network were restricted to the curation and digital presentation of 2020 Vision, a season of Screendance works by women choreography graduates to transition from higher education into the professional dance industry.
- Mind the Gap funds from the Fidelio Charitable Trust and the Thistle Trust are restricted to delivering a free-to-access programme to help young dance graduates to transition from higher education into the professional dance industry.
- TheWelcomeProject2 is a continuation of Esmée Creative Communities - funds are restricted to activities and events designed to encourage more people to dance in the run up to the launch of The Dance Space.
- Little Big Dance funds are from Paul Hamlyn Foundation and Arts Council England and are restricted to the activity and events programme that supports choreographers and dancers to make captivating and diverse work for and with under-fives and their families, particularly those from marginalised backgrounds with little or no access to the arts. Originally this was a three year programme of activity - however most of it has been postponed in 2020-21 due to Covid19 into the following year.
- The Dance Space funds are restricted to the organisation's capital project.
- All other restricted funds are restricted to the artistic project to which they relate.

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 17 (b) Movements in funds 2020

|                                    | At the start of<br>the year<br>£ | Incoming<br>resources &<br>gains<br>£ | Outgoing<br>resources &<br>losses<br>£ | Transfers<br>£ | At the end of<br>2020<br>£ |
|------------------------------------|----------------------------------|---------------------------------------|----------------------------------------|----------------|----------------------------|
| <b>Restricted funds:</b>           |                                  |                                       |                                        |                |                            |
| ADP Activity                       | -                                | 88                                    | (88)                                   | -              | -                          |
| Dance to Health                    | 9,182                            | 10,210                                | (19,392)                               | -              | -                          |
| DSG changed to MSE                 | 2,306                            | 1,690                                 | (66)                                   | -              | 3,930                      |
| BYC Welcome project                | -                                | 9,980                                 | -                                      | -              | 9,980                      |
| Esmée Creative Communities         | 77,735                           | 4,875                                 | (78,825)                               | -              | 3,785                      |
| Festivals and conferences          | -                                | 441                                   | -                                      | -              | 441                        |
| Flourish Activity                  | 880                              | -                                     | (880)                                  | -              | -                          |
| Little Big Dance                   | -                                | 145,100                               | (104,546)                              | -              | 40,554                     |
| OCD Other                          | -                                | 500                                   | -                                      | -              | 500                        |
| PCE Activity                       | -                                | 855                                   | -                                      | -              | 855                        |
| Regional Networks Projects         | 2,003                            | 1,348                                 | (1,511)                                | -              | 1,840                      |
| Resident Dramaturg                 | 2,850                            | -                                     | (2,850)                                | -              | -                          |
| SEDPN Management Funds             | -                                | 3,764                                 | (3,261)                                | -              | 503                        |
| Welcome project activity           | -                                | 3,000                                 | -                                      | -              | 3,000                      |
| Welcome project performances       | -                                | 643                                   | (643)                                  | -              | -                          |
| Young Talent Programme             | -                                | 1,068                                 | (1,068)                                | -              | -                          |
| YP - AALN                          | 640                              | 500                                   | (331)                                  | -              | 809                        |
| <b>Total Programmes</b>            | <b>95,596</b>                    | <b>184,062</b>                        | <b>(213,461)</b>                       | <b>-</b>       | <b>66,197</b>              |
| The Dance Space -capitalised asset | 684,338                          | 118,061                               | -                                      | -              | 802,399                    |
| The Dance Space - revenue          | (85,943)                         | 113,339                               | (4,913)                                | -              | 22,483                     |
| <b>Total restricted funds</b>      | <b>693,991</b>                   | <b>415,462</b>                        | <b>(218,374)</b>                       | <b>-</b>       | <b>891,079</b>             |
| <b>General funds</b>               | <b>233,710</b>                   | <b>573,525</b>                        | <b>(556,119)</b>                       | <b>-</b>       | <b>251,116</b>             |
| <b>Total unrestricted funds</b>    | <b>233,710</b>                   | <b>573,525</b>                        | <b>(556,119)</b>                       | <b>-</b>       | <b>251,116</b>             |
| <b>Total funds</b>                 | <b>927,701</b>                   | <b>988,987</b>                        | <b>(774,493)</b>                       | <b>-</b>       | <b>1,142,195</b>           |

### 18 Reconciliation of net (expenditure)/income to net cash flow from operating activities

|                                                                                                              | 2021<br>£      | 2020<br>£ |
|--------------------------------------------------------------------------------------------------------------|----------------|-----------|
| <b>Net (expenditure) /income for the reporting period<br/>(as per the statement of financial activities)</b> | <b>413,044</b> | 214,494   |
| Depreciation charges                                                                                         | 2,227          | 2,625     |
| Decrease in debtors                                                                                          | (95,861)       | 14,029    |
| (Decrease) Increase in creditors                                                                             | 22,178         | (22,162)  |
| <b>Net cash provided by operating activities</b>                                                             | <b>341,588</b> | 208,986   |

# South East Dance Limited

## Notes to the financial statements

For the year ended 31 March 2021

### 19 Analysis of cash and cash equivalents

|                                        | At 1 April 2020 | Cash flows     | At 31 March 2021 |
|----------------------------------------|-----------------|----------------|------------------|
|                                        | £               | £              | £                |
| Cash at bank and in hand               | 566,810         | 172,536        | 739,346          |
| <b>Total cash and cash equivalents</b> | <b>566,810</b>  | <b>172,536</b> | <b>739,346</b>   |

### 20 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

|                    | Property<br>2021<br>£ | 2020<br>£    |
|--------------------|-----------------------|--------------|
| Less than one year | 2,082                 | 3,470        |
| One to five years  | -                     | -            |
|                    | <b>2,082</b>          | <b>3,470</b> |

### 21 Capital commitments

At the balance sheet date, there were capital commitments of £191,014 (2020: £61,362).

### 22 Contingent assets or liabilities

At the balance sheet date, there were no contingent assets or liabilities (2020: £Nil).

### 23 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

The company is registered in England, registered number 03434501, and has its registered office at 28 Kensington High Street, Brighton, BN1 4AJ.

The company is a registered charity, registration number 1064900.