

Knowle West Media Centre

(A registered charity and a company limited by guarantee)

incorporating Leinster House Partnership

(a company limited by guarantee)

and We Can Make Knowle West

(a Community Interest Company)

Report and Financial Statements for the Year Ended 31 March 2022

Charity number 1092375

Company number 04358350

Leinster House Partnership Limited

Company number 04866786

We Can Make Knowle West CIC

Company number 12779789

Knowle West Media Centre

(A registered charity and a company limited by guarantee, incorporating **Leinster House Partnership**, a company limited by guarantee)

Financial Statements

For the Year Ended 31 March 2022

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The Management Committee presents its report and audited financial statements for the year ended 31 March 2022.

1 Our Purpose and Activities

Our mission is to benefit the people of Knowle West by delivering local social, cultural and economic development through creative opportunities in media arts. We believe that involving people in creative projects allows us opportunities to reach many who feel disempowered and unable to enact either personal or societal change.

The formal objects of Knowle West Media Centre in its Articles of Association are as follows:

- a) To utilise the power of technology, media and the arts to develop the capacity and skills of people in socially and economically disadvantaged communities, with a focus on working directly with those living in Knowle West and South Bristol.
- b) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, and assisting them to integrate into society. For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of being a member of a socially and economically disadvantaged community.

KWMC works to achieve these aims by delivering a programme that supports:

- Digital inclusion and creativity as a force for change and route into education and employment.
- Equipping young people with skills and tools to become the next generation of creatives and social justice campaigners.
- Environmental action: building local awareness and actions that lead to positive global change.
- Enterprise: developing opportunities for new businesses and employment.
- Making new futures, through providing access to technology.
- Experimenting with new ideas with citizens to shape how we could live in the future.
- Celebrating the creativity of communities and providing opportunities for people to engage in cultural and arts activity.

The charity is organised into 6 programmes:

Creative Programme: Supporting creative enquiry and new ways of thinking and doing

We Can Make: Working with the community to create affordable homes at 'point of need' by unlocking micro-sites for development.

Young People's Programme (Jump Studios): Equipping the next generation of creatives and campaigners

Neighbourhoods Programme (Living Lab): Harnessing the potential of technology to address local needs

'KWMC: The Factory': Making new futures through manufacturing and business

Knowle West Alliance: Building a collaborative partnership of local residents, businesses and organisations to support positive action in Knowle West. (A joint initiative with Filwood Community Centre, The Park, Re:work and Knowle West Health Park.)

2 Values

Our work is underpinned by five values, which guide our decision-making and behaviour as individuals and as a team:

Integrity: behaving in a way that's honest and fair, and being prepared to be held accountable for your actions

Imagination: looking beyond the way things are or have been done, and imagining new, creative approaches

Collaboration: working together towards a common goal, valuing the contribution and expertise that each individual brings

Equity: recognising that in order for everyone to have an equal opportunity to succeed, some people may need additional support

Resilience: persevering with a task but having the flexibility to adapt to change

3 Achievements and performance

3.1 Key statistics

The statistics below show the number of people we worked with or who used our services in 2021/22:

Number of attendees = 6,525

Number of attendances = 7,480

Number of unique attendees = 4,345

Number of attendees aged under 25 = 1,439

Number of attendances by people aged under 25 = 1,634

Number of unique attendees aged under 25 = 227

3.2 Organisational development and post-pandemic recovery

Following lockdown and the associated remote working, hybrid meetings and uncertainty, we focussed on thinking about what it is that we do and why, what the impact is that we want to make and what the culture is that we want to nurture, both in our organisation and the wider community. Some of the key questions we explored were:

What is our inspiration and how do we inspire others, nurture hope and work in a positive way now to build a future we want for our communities?

How do we use our experience during lockdowns of working online, in the most useful and productive way?

How do we use digital to expand inclusivity and find new ways of building relationships to connect with people?

We want to create the conditions for positive change, sustainability in all its forms and a fairer society. How do we make our physical spaces welcoming to all, build local relationships and share our learning globally?

We considered these issues in the following ways:

Firstly, we explored our organisational culture and asked how can we better understand ourselves so that we can talk confidently about our aims and invite others to join us. We worked with consultants Current Works, and were challenged, inspired and supported to think about KWMC's past and think afresh about our future. As a result, we began developing the 'KWMC Playbook'.

The Playbook is a resource for our practice; it is a collective effort to help the team agree priorities, and tell the story of KWMC based on a shared understanding of how we work and the difference we have, and intend to make. The Playbook is primarily for our team, and to share with our collaborators and community to understand ourselves better, and to grow our organisational culture and programme.

Secondly, we approached this exploration and the work we do through the 'Come Together' programme, funded by Arts Council England. Drawing on our experiences of hybrid working and being isolated at home, we explored ideas of inclusivity, creativity and welcome.

3.3 Projects and Case Studies

Between 1 April 2021 and 31 March 2022 we delivered the following projects:

Young People's Programme

- Eight creative agency
- After-school sessions: Creative Hub, Control-Alt-Delete, Maker City

- Sound Wave music production sessions
- Creative Workforce for the Future
- Maker City
- Future Legacy project
- Youth equity and STEM
- Making Spaces
- Kickstart apprentice programme
- Holiday activities: Jump into...music, sound, photography and technology
- Music Studio tuition and support
- Work experience placements

Case Study: Future Legacy Project

Future Legacy Project was an exciting creative programme supporting young women and non-binary people aged 16-18 to make a difference in the world by creating their own digital social action project. The aim of the programme was to support the participants to learn and develop key STEAM skills (Science, Technology, Engineering, Art and Maths) to be able to plan, design and implement digital social action projects.

We have run the programme 3 times over the past 3 years. In May 2022, our latest cohort graduated from a programme where they learned new skills such as web development, photography, video, animation, and product design. We also worked with brilliant mentors and had many opportunities to meet inspirational professional women and non-binary folk.

As part of the programme, we went on a 4-day retreat at Folly Farm to connect and develop skills in social action. We shared those experiences, through the voices of the participants, whose blogs you can find here.

"If you are intimidated about applying to this retreat, then don't be. It's one of the most amazing experiences of my life, as you get to meet new, kind people and learn life-changing skills." Ideja (a participant)

The programme saw four social action groups form:

SD2: a charity and business that supports all those that wish for an education

Open-Minded: a mental health and well-being organisation

Le Chat: A sustainable, eco-friendly cat café

EFA: A non-profit organisation whose proceeds are split between charities for a range of equality-based issues

Case Study: Jump Studios

Jump Studios, which is the brand name of KVMC's Young People's Programme, used co-creation to approach serious themes that the young people themselves wanted to tackle. The after-school sessions running consistently throughout the year saw young people use a variety of skills and activities to address these challenges within the community.

In October 2021, Jump Studios ran a Photography Programme for 10 to 16-year-olds throughout the half-term holidays. The programme featured a day where the young people collaborated with We The Curious. The goal was to produce a photograph that expressed their take on climate change, in the community, for COP-26. The young people themselves had previously said at the start of the year that they believe we should be saying 'Climate Emergency' as opposed to 'Climate Change' and this was a perfect way for them to experiment with photography skills and carry that message forward.

The Jump Studios programme also saw their winter-spring term incorporate the theme of mental health, where they were guided by the '5 steps of mental health and wellbeing: give, connect, keep learning, take notice and be active.' They incorporated in their work in their creative works, even creating music on the topic in Sound Wave.

Over Summer 2021, Jump Studios ran a series of workshops with the We Can Make team to help introduce sustainable community architecture to the young people of Knowle West with the hope of guiding the new generation with an understanding of sustainable living.

This year also saw the launch and growth of the youth council, which launched in January 2022, that directly gives a voice for young people to engage with topics such as 'reCREATE Filwood' and the development of Filwood Broadway. The youth council has continued into a regular meeting to amplify young people's voices in the community.

In October 2021 we welcomed our Maker City cohort of young people back to the newly refurbished KWMC The Factory. This year, Maker City expanded into three strands:

- Maker City Inspire: an introduction to the STEAM programme, learning the skills needed to design, prototype and create a product for their social action theme using digital fabrication equipment.
- Maker City self-led: a space for returning young people to come and continue their creative maker city projects they have been working on over the months they have been engaging with Maker City.
- Maker City Industry: a space for young people to gain real-world experience and insight into how some of the most influential construction organisations create change in Bristol and beyond.

The participants have been taking part in live project work alongside mentors from the Bristol Strategic Partnership: Arup, Arcadis and Mott Macdonald. The projects the young people worked on were: Ensuring accessible transport for the "Youth Zones" project, prototyping houses for 'Better Lives at Home', and 'How Sustainability is considered in businesses when designing homes'.

In January 2022, the Maker City team were busy delivering a programme alongside the curriculum at 'KnowleDGE' (a local school). Combining Maker City with assessments alongside the school curriculum has allowed the young people to express their creativity, learn new STEAM skills and have the chance to talk about social issues that matter to them. It has enabled a different perspective on how STEAM can be combined with product design and creativity while completing assessment criteria.

Finally, one of the gaps Jump Studios found in our approach since lockdown was connection with members of the community and other organisations, which led to the formation of Tea & Coffee Mornings, that supported ongoing relationships and nurtured new ones.

Neighbourhoods and Living Lab Programme

- Our Digital City: training and support for community organisations across Bristol
- ParCos: Participatory Communication of Science
- Twinergy: Intelligent interconnection of prosumers in positive energy communities with twins of things for digital energy markets
- Access and Active Leisure in a Time of Pandemic
- SPHERE: Sensor Platform for Healthcare in a Residential Environment
- Nomadic Bristol Digital Futures Institute Fellowship Project
- Air Quality Engagement
- Active in Lockdown
- Hedgehog Houses
- Slow the Smoke
- Knowledge Newsletter

Case Study: Re-Think Re-Make Re-Cycle

Re-Think Re-Make Re-Cycle was born from conversations with the community, and their concerns about the impact of climate change and actions they could take on a hyper-local level. These conversations led to the issue of household waste; what was the scale and impact of their household waste and how we could experiment with creative solutions to the problem. We used two ways to explore this issue, they were workshops and the creation of a 'zine'.

The workshops incorporated mixed presentations, collaborative online tools such as a Jam board, group discussion and video tutorials. 'Home packs' were delivered to the participants. These included:

- 1 Printed 'waste audit' sheets to measure household paper and plastic waste.
- 2 Ingredients and tools for making bioplastic pine resin pots and gelatine-based plastic with agar
- 3 Safety clothing for bioplastics activities.
- 4 A sewing kit, fabric, and towel for making washable, reusable cloths.
- 5 A laser cut keyring made with recycled plastic sheet.

Participants were able to create solutions to waste in the household through the actual making and appreciation of their own recycled and reused waste objects.

We then worked together with the families to tell stories using the data collected and communicate what was learnt through the creation of a Zine called 'ReThink ReMake ReCycle'.

The Zine communicated what the participants discovered, had information and advice for reducing waste, a range of tutorials, activities and puzzles that were inspired by the project. The Zine worked well as a creative and engaging way to collate, communicate and share a community data set.

Arts Programme

- Filwood Fantastic
- Creativity and Care
- Dance Connect
- Project Night
- Our Space Railings Art (see Case Study)
- Thriving Communities
- Come Together (see Case Study)
- Knowle West Fest
- CoCreating Change Peer Learning & Partnership

Case study: Come Together

Lockdown brought with it a new challenge: relying on technology to stay connected. As we moved back into the world, we wanted to explore a programme that explored creative ways to stay connected using a mix of digital and physical ('hybrid') tools, in order to be as inclusive as possible.

Come Together was a programme of public events, training, co-creation and commissions from summer to autumn 2021. It provided opportunities for communities and artists, representative of varied lived experiences, to explore re-imagine and co-create together in Bristol and with three national partners across the UK. The artists and communities developed new skills in 'hybrid' arts practices and co-created inclusive spaces and experiences for connection.

After a series of inspiring workshops, experimentation and six artist commissions, we hosted our Come Together Weekender. The weekender was four days of workshops, talks and events delving into different questions around 'hybrid' through the themes of: 'Inclusion in Action', 'Making it Sensory', 'Imagining for real' and 'Claiming the right to rest'.

The work that the six commissioned artists (Ant Lightfoot, Emma Blake Morsi, Linda Brothwell, Malcolm Hamilton, Michelle Roche and Mary Flora Hart) made with communities can be seen on our website along with other resources and hybrid practice tips. Through the programme we also worked with three critical friends Roseanna Dias - creative producer, curator and critical researcher, John Kelly - a disability and human rights campaigner and Claudia Collins - a Bristol-born community artist.

"By reflecting throughout and being able to have honest conversations – it helped us identify and respond to some of the challenges and conflict in a timely way – directly impacting the project as it developed"

Roseanna Dias

"It is so important to make sure we don't just go back to 'normal' – to keep experimenting and working – not losing the learnings of new ways to connect through the pandemic"

John Kelly

Case study: Megamix

As part of being an arts organisation and charity, we have found that our staff have a wide variety of skills, both creative and otherwise, that they either experiment with or are experts in. Whether this is inside or outside of the work they do at KWMC, we wanted to recognise and celebrate this, whilst hoping to inspire them along the way.

We ran regular informal events in the KWMC garden for the team to share creative practice. This was a way to celebrate achievements and encourage and enable everyone to bring their whole selves to work. After distributed working through the pandemic, this was needed and has helped cultivate a richer culture of sharing and inspiration.

We also supported 'go-see' trips within Bristol and beyond to encourage outward looking and development of ideas – we went to the Onion Collective in Watchet, and to Real Ideas and Nudge Community Builders in Plymouth. We have brought these ideas back and they have been used to inform and shape our practice.

These events helped cultivate a culture of inspiration that helped us move forward and experiment.

Case study: Our Space

We wanted to improve the external appearance of our building in a way that could celebrate KWMC in the present day. We worked with illustrator Yoli Ward-Streeter (who was mentored by artist Adam Bridgland and shadowed by emerging artist Keyane Allman) and the creative Young People of Jump Studios, to co-create a new artwork in the public realm on the street-facing railings. Through Our Space, we were able to support artists from a variety of disciplines at different points in their careers.

"Our Space was such an exciting project to be part of, not only through collaborating with the young people but as an artist, I was given an enormous amount of creative freedom and support throughout the project."

YOLI WARD-STREETER

The young people also worked with Poet Mo Ali, who delivered a spoken-word workshop with the Jump Studios young people. The words that featured in artwork were gathered from this workshop. It was then produced at the Factory, KWMC's inclusive digital fabrication space, before being installed and celebrated in March 2022, with the young people of Jump Studios, parents and KWMC neighbours.

The project gave the young people the chance to share their creative personal projects with their parents and other members of the community. They took ownership of their space and their achievements and there was a real sense of pride and inspiration.

We Can Make Programme

- First Two Homes
- Innovate UK System Agnostic Factory: Testing of Modern Methods of Construction
- We Can Fab Knowle West
- Community Led Homes
- Landscapes for Care and Co-Creation (see Case Study)

We Can Make creates community-led affordable homes at the 'point of need' by unlocking micro-sites for development. We Can Make creates homes co-designed with people, supports them to thrive, creates new jobs, and nurtures economic and social regeneration. The homes will be:

- Genuinely affordable
- Affordable in perpetuity
- Truly additional
- Made locally

We Can Make Knowle West Community Interest Company was registered with Companies House in 2020, but 2021/22 was the company's first year of active trading. The CIC will be a subsidiary of KWMC whilst capacity, skills and governance are developed to manage the process of scaling up to become an independent (but linked) community land trust that can develop and steward homes for long-term community benefit.

We Can Make now has a validated model for unlocking micro-sites for affordable community-led housing. Construction of the first two homes was well underway at the year-end and they reached practical completion later in the spring. The first two tenants have since moved in.

We believe that the 'neighbourhood' is a key site within which to seed and grow social change. We seek to create impact by growing the spaces, tools, and capacities for the community to collectively imagine and actively anticipate new community-led ways of living better together. More than just generating speculative futures, through We Can Make we are working to make practical examples of those better futures; making, prototyping, and testing out new approaches to community-led housing for real in our neighbourhood.

This means people can see and feel how new possibilities work in practice. Our creative co-design approach has trained 30 local people with these new tools; co-designed and delivered two low-carbon homes, invented new planning precedents that are influencing wider policy and practice around housing delivery and demonstrated how a community can be a producer and source of system-changing innovation.

We are (in November 2022) about to apply for planning permission for the next set of homes and have developed plans for sharing the approach with other communities in housing need so they can adapt and adopt the tool-kit for their own context.

"We Can Make is where we bring communities together and co-design together, and make them stronger as a community." Toni, We Can Make participant and tenant

Case Study: Landscapes for Care and Co-Creation

In the summer of 2021, we brought together our staff, trustees, community partners, young people, artists and local residents to be part of an expanded day of playing and making, exploring how we best connect, care, and create together.

On the morning of the event, we shared and explored the **conditions for co-creation**, what this means in our work, and what it means on a practical level. This included an artist provocation from Raquel Meseguer Zafe to help us ground ourselves; a review of BlockWest - what has worked well, what could be different/better/ideas that it has sparked; and an exercise that was led by artist Tim Lytc to help us think about our outdoor space in new ways.

In the afternoon, we worked with Automated Architecture to think about BlockWest, a temporary structure in the grounds that was soon to be taken apart. How might we re-use, re-imagine, re-make the blocks (and an additional 100 blocks) into a collection of outdoor spaces and structures to support how we work, make and connect with our communities. The result was a new useable outdoor seating area that can be used by all of the community.

KWMC: The Factory

- OPCR capital investment programme (see Case Study)
- Filwood Fantastic - Reception Area
- Filwood Fantastic – Light Up Broadway
- 'MADE' (Make, Access, Develop, Enterprise) in South Bristol
- 'MADE' NatWest
- WECA Creative Freelancer
- WECA Creative Scale-up
- Manufacturing commissions
- Connecting Through Culture As We Age (see Case Study)

Case study: Factory Refurbishment (OPRC capital investment)

From its beginnings as a pop-up furniture-making project, The Factory has become KWMC's creative innovation space, working together with community, artists and makers teaching new skills, exploring ideas and imagining new futures through making and prototyping, and experimenting with the use of materials. We have also created opportunities for community wealth building, routes into employment and locally based business support and creation.

The Factory provides public access to digital manufacturing equipment and expertise, and a membership scheme supporting the growth of a vibrant network of social innovators and makers.

As The Factory has grown in ambition so has our need for a more dedicated space. During 2021-22 KWMC The Factory underwent a major refurbishment. Together with Childs Sulzman Architects and many other stakeholders, we designed a new vision for this growing programme, increasing the size and flexibility of our two units at Filwood Green Business Park. During this process the space has been designed to be more useable and accessible for people with a range of access needs. We also took the opportunity to come together with Factory members and team to consider the finer details of our new workspaces and have taken the first steps towards the creation of co-designed furniture and storage.

Together with the development of the factory space we have been upgrading and adding to our equipment to broaden our capabilities, with a significantly upgraded CNC router, new laser cutter and additional 3D printers, UV flatbed printer and a range of accessories to aid in the delivery of training, workshops and supporting our growing membership.

Case Study: Connecting Through Culture As We Age

In Spring 2021, as part of the Connecting Through Culture As We Age project, we delivered a series of Inspire workshops for a cohort of older adults at The Factory. The project seeks to increase participation in social, digital and cultural life for all with the aim to improve the quality of life for older populations, particularly those that are disabled, or racially or socio-economically minoritised.

Run by University of Bristol, the three-year project is a partnership between a number of organisations in Bristol, all working to support the co-design of new arts and cultural experiences.

"We have been making things, prototypes, we have learnt about the design process [...] It's been quite challenging for me... I'm not a maker and I feel as if I've been learning and being stretched out of my comfort zone and that's been exciting and inspiring." Elanora, co-researcher

Following on from these workshops the co-researchers have participated in another series of workshops hosted by the Watershed where they have gone on to form teams and submit a design for funding to be prototyped over the next few months. Dani Hale, Factory Access Manager, is part of one of the teams who have been successful and will be working at The Factory to run workshops and develop the idea further.

Knowle West Alliance

The Knowle West Alliance is a network of local residents, organisations, groups and businesses. We are a Founder Organisation, deeply connected and committed to collaboration. Over the last year we have continued to offer practical support to anyone isolating due to Covid-19, working in partnership with Public Health and Bristol City Council, connecting to local volunteers via a special app created by KWMC called To/Fro.

We partner on projects across the estate, offering support (via our Small Grants Scheme) and connections. A recent example is our local Food Network coming together to co-create a Food Action Plan, with residents and workers sharing ideas and pragmatic steps. We are building confidence and skills via a programme of training workshops for local volunteers, activists and workers. We continue to encourage resident voice and influence via the Knowle West Pre-Planning Protocol, which sets the expectation that developers will engage well with local residents as equal partners in creating change.

We are helping to keep people informed about what is happening and how to get involved, knowing that we achieve better outcomes when residents are at the centre of change. We are working with over 40 local groups/organisations around themes, ideas, challenges and opportunities that matter to them, we are bringing people together and we believe that these many actions are the catalyst for the deeper changes that people want to see.

4 How our activities deliver public benefit

Trustees and staff are aware of the public benefit requirement for charities and take this into account when developing strategy and planning activities.

Knowle West Media Centre supports people to create positive change in their lives and communities, using technology and the arts to make it happen. Our vision for Bristol is a city of inclusive growth, where different perspectives are valued and everyone has the opportunity to develop their skills, creativity and confidence, so they can take the next step in their own journey and work collectively with others to create a fair, diverse and inclusive society.

Knowle West Media Centre supports people in three different ways:

- Building confidence and networks
- Developing skills and ideas
- Enabling innovation and change

Knowle West Media Centre enables community-led change: using our resources and expertise to amplify voices that aren't often heard in decision-making processes, bring people together, and support them to develop creative solutions to the challenges that affect them.

Locally, we are an active member of the local Knowle West Alliance, a collective of organisations and local people working together to create positive change through shared projects and endeavours and by supporting residents to have greater influence in the decisions affecting their area. Our work supports many of the aspirations outlined in the Bristol One City Plan, such as ensuring everyone is 'well connected with digital services,' 'can play their part in powerful, connected, inclusive neighbourhoods' and gain 'the support and skills they need to thrive and prosper.'

We know that the challenges affecting Knowle West, such as unaffordable housing, barriers to accessing education and employment opportunities, digital and social exclusion, and now the COVID-19 pandemic, are not isolated issues: they impact communities around the UK and the world.

As the Bristol Living Lab, we are committed to sharing our experiences, tools and processes with others regionally, nationally and globally, as part of a movement that values local knowledge and expertise, and practices collaboration to tackle the enormous challenges we face. Our aims align with many of the United Nations' Sustainable Development Goals (SDGs), including making cities 'inclusive, safe and resilient,' providing 'equitable quality education' and 'life-long learning opportunities' and 'fostering innovation.'

5 Financial Review

5.1 Summary

The 2021/22 financial year was dominated by recovery from the effects of the pandemic and associated lockdowns. The third 'stay at home' order ended just before the start of the year, on 29 March 2021, and restrictions were not finally lifted until July 2021. The year saw a gradual return to normality in terms of increased office-based working and face-to-face project delivery.

The charity's financial recovery was greatly assisted by the award of a Culture Recovery Fund grant of £304,544 by Arts Council England in the first quarter of the financial year. The grant both covered the income shortfall in the first quarter, and included a grant of £125,519, specifically to re-build reserves to the equivalent of 8 weeks of budgeted turnover.

Total income was £1,706,155 in 2021/22, a decrease of 22% compared with 2020/21. The decrease is explained by the exceptionally large carry-forward of £815,656 of grant income at the start of the year, so that much of the income utilised in 2021/22 had already been received in the previous year. The general fund (free reserves) increased by £125,519, thanks to the Culture Recovery Fund grant mentioned above.

2021/22 was the first year of active trading for We Can Make Knowle West CIC, wholly owned by KWMC and the third member of the KWMC. The results of the CIC are consolidated within the group accounts.

5.2 Grant funding

Grant and contract income fell by 23% to £1,598,764, due to the large carry-forward of grant funding described above. Grant and contract income represented 93.7% of total income in the year (2020/21: 95%), a reflection of the continuing negative impact of the Covid pandemic on our trading activities, and of KWMC's success in securing funding aimed at supporting post-pandemic recovery.

Arts Council England was the single largest funder at £434,482 (27% of income). The other funders providing over 5% of total income were Bristol City Council (£260,234), the Nationwide Foundation (£169,973) and the European Union (£109,334). Nineteen separate funders provided grants exceeding £10,000. Note 11 to the accounts contains a complete list of all restricted funds and grant funders.

5.3 Trading income

Rent income from room lettings fell by 6% from £44,511 to £41,915. Income from casual bookings recovered from near zero to £2,747, but not yet to pre-pandemic levels. Three tenants left during the year, leaving only three of the seven managed workspaces let at the year end, but two of the empty units have been re-let during 2022/23.

Income from Factory trading remained almost unchanged at £35,554 (2020/21 = £36,795). There was a lengthy period of closure for re-development, so this year's figure represents an increase in activity on a month-for-month basis. Hire of equipment such as the laser cutter resumed during the year, and following re-development the space is now larger with a much wider range of equipment. The Factory membership scheme was only re-launched after the year-end.

Income generated by the Eight creative agency (from external clients) increased by 64% from £21,014 to £34,478. This represents a welcome recovery from the low-point of the Covid lockdowns, but does not yet mean a return to profitability: Eight recorded a deficit of just over £10,000 in 2021/22.

Overall however, due to the income from managed workspaces, the charity's trading arm **Leinster House Partnership Ltd** was able to achieve a surplus of **£40,957** (up by 61% on the 2020/21 surplus of £25,473). The surplus was transferred to the charity in the form of a distribution, as permitted under UK tax law.

5.4 Surplus and reserves

KWMC achieved a surplus of **£125,519** in 2021/22, due entirely to an Arts Council grant awarded specifically for this purpose. The surplus increased unrestricted (free) reserves from £130,981 to £256,500.

Two designated funds were created during the year: a fund of £18,826 represents advance receipts for contracts still in progress at the year-end, and a fund of £135,000 represents a grant from Bristol City Council which was loaned to We Can Make Knowle West CIC to part-fund the construction of two affordable homes. The grant is shown as an unrestricted fund as the funding has already been expended by the CIC and the funder's restriction has been met. The fund will be released to general reserves as it is re-paid by WCMKW CIC.

Restricted funds decreased by £302,894 to £2,581,297. Restricted funds are made up of the depreciation reserve (£2,101,890) and grant income carried forward (£479,407). The depreciation reserve increased by £33,355 during the year, as grant funding for assets acquired during the year was added to the reserve to cover future depreciation charges. Grant income carried forward decreased by £336,249, as less advance funding was carried forward than at the previous year-end. See the 'Carried forward' column of Note 11 for a full breakdown.

6 Financial outlook and going concern

Budgeted expenditure for 2022/23 is £1.986 million. Grants and contract income brought forward from the previous year totalled £498,233, and secured income has reached £1,849,456 as of November 2022, which is 93% of the fundraising target.

Multi-year funding has also been secured. KWMC was successful in its bid to extend Arts Council England National Portfolio Organisation status until 2026, which secures continued funding of £92,188 pa from April 2023. A new EU-funded Horizon research grant for €223,218 over 3 years from January 2023 has also been secured.

The Bristol Impact Fund 2 grant from Bristol City Council is worth £102,500 over 4 years from April 2022. The National Lottery awarded the Knowle West Alliance a grant of £376,732 over 3 years in March 2022.

The We Can Make housing programme is also potentially transformative. The first two homes have been successfully built and let to the first tenants, and planning permission is being sought for the second batch. Further grant support for the programme has been secured from Bristol City Council and the Nationwide Foundation.

Having reviewed the charity's prospects for the remainder of 2022/23 and the next financial year, the trustees take the view that the charity and group are a going concern.

7 Risk Management

Risks are managed through the Media Centre's risk policy alongside further policies that address risk in specific areas, such as the health and safety guidance, the child protection policy and the manual of financial procedures. Policies are reinforced by staff training.

A risk register is maintained which evaluates risks according to likelihood of occurrence and severity in the following categories: Governance, Operational, Financial, External and Regulatory risks. A 'traffic light' system of red, amber and green is used to indicate high, medium and low risks respectively. The main risks are described by the Director in her reports to trustee meetings.

Programme managers report using this 'red/amber/green' format to monthly management team meetings, highlighting the level of risk in specific aspects of their programmes, such as finance and delivery.

8 Reserves Policy

The Reserves Policy states that the unrestricted general fund should be equivalent to one quarter of total expenditure planned in the current year's budget, to allow the charity to fund its day-to-day activities without recourse to short-term borrowing. Based on the 2022/23 budgeted expenditure of £2 million, this gives a target of £500,000.

As described in the Financial Review above, considerable progress has been made in strengthening reserves, which increased by £125,519 to £256,500 in 2021/22. Despite this progress, the general fund is still approximately £244,000 below the reserves target, and the policy states that the fund should if possible be increased by £20,000 pa until the target is met.

The reserves target is however based on the assumption that all funding will be received quarterly in arrears, whereas in practice most funding is received in advance. The cash balance at the time of writing (November 2022) is £782,000, which exceeds the reserves target.

A review of the reserves policy is therefore needed to determine the appropriate level of reserves. The Head of Finance and Charity Finance Manager have both undertaken training in risk-based reserves-policy setting, and will draft a new policy for the consideration of trustees.

9 Investment Policy

Cash flow fluctuations prevent the Media Centre from making use of long-term investments, and the return on instant access deposit accounts remains low despite recent increases in the base rate. The Investment Policy requires the Head of Finance to seek the best terms that are available from a bank that shares the charity's ethical principles.

Knowle West Media Centre's current banker is Triodos Bank, a Bristol-based ethical bank. Triodos fits KWMC's ethical criteria as it only invests in organisations that benefit people and the environment, and publishes details of every organisation it lends to.

10 Our Plans for the Future

Looking forward we know that KWMC as an organisation is entering a phase of transition through a period of great uncertainty. Together, we are facing a cost-of-living crisis, climate change and growing inequality of opportunity alongside the probability of public funding cuts and austerity.

We commit to keep listening and strengthening our collaborations, to continue to build on our work of Creativity and Care, and to share our learning and tools with others. We will be restless in improving our work and creating opportunities for people to engage in innovative cultural experiences that provide the catalyst for social change.

10.1 Strategic aims

- To renew the organisation and embed a strong sense of purpose and set of intentions.
- Achieve excellence and lead in the area of socially engaged arts practice.
- To ensure that community engagement, inclusion and co-design practice remains at the centre of the organisation's work, and that local people are involved in all aspects of the organisation.
- To develop our work with young people, providing opportunities for them to participate in inspiring media, tech and arts programmes.
- To provide a range of learning opportunities, ensuring that we value diversity and provide access for all to participate.
- To develop new ways of demonstrating the difference KWMC makes.
- To ensure the organisation's sustainability: financial, environmental, programme and community.
- To work collaboratively and build relationships across the city, regionally and internationally to ensure we share our practice with the aim of increasing the impact of our work.

10.2 Objectives for the next year

We intend to focus our efforts over the next year on the following:

- Building tools, skills and places with people that support positive social change:

- Fully exploiting the refurbished *KWMC:The Factory* - a space for creative enterprise, tech innovation, skills and making.

- Delivering a young people's programme that includes a wide range of arts and technology skills and learning projects, including leadership programmes and retreats.

- Delivering the We Can Make Homes programme, creating new tools and opportunities for citizens to build sustainable high-quality homes that meet the community's needs.

- Create a community based digital ecosystem that would include access to a high-speed R&D network, IOT sensors, open data sharing and visualisation, community-led use of digital tools and new opportunities for tech skills development. Develop through sharing and open protocols a digital "City Commons", working with the new Bristol City Digital Inclusion Board.

- Shaping the way we live in the future through experimentation and sharing ideas with people:
 - Exploring the role of artists in communities.
 - Using citizen engagement and creative co-design approaches in all of our work.

- Contributing to city-wide initiatives e.g. One City Plan, Connecting Bristol – the Smart City strategy, participating in the Digital Inclusion Board, and Culture Board.

- Increasing access to digital manufacturing technology, skills and enterprise opportunities
 - Sharing citizen-led housing practices including use of sustainable building materials.
 - Making visible the cultural and creative wealth of communities:
 - Working with people as co-creators of cultural experiences.

- Exploring local resources and skills that contribute to new approaches to urban planning, regeneration and building of new homes.

- Working with residents and other arts organisations to create co-produced new arts work.
 - Supporting and presenting the work of young people and emerging artists.

10.3 Specific programme objectives:

Arts Programme

The arts programme will continue to test new ideas exploring social change and the challenges and opportunities communities such as Knowle West face.

The 2022/23 arts programme is focusing on the following themes:

Nurturing Artists / Creatives through regular meet-ups and *Creativity and Care*, a co-created programme of mini-commissions designed to nurture and support creatives.

Modelling new ways of living better together, for example through an artist in residence in the new community led Market Garden project developing a new plant/wildlife/people sensor network and garden data sculptures to empower more people to make sense of data, develop new skills.

Embedding diverse storytelling

Young People's Programme: Jump Studios

We will engage young people aged 10 - 30 through our work with our partners, in schools and other provision for children, young people and families in South Bristol.

Through COVID-19 we have developed a blended approach to engagement, which we will develop to expand our reach with young people.

We will provide an informal programme to support young people to build confidence in themselves and gain accreditations such as Arts Awards and new media, arts, music and making technology (digital fabrication) skills.

We will continue to strengthen our networks with schools by delivering our making and social action programme, Maker City, and music taster workshops as part of Sound Wave.

As part of our longer-term R&D work with universities we will deepen our understanding of how to make STEM and Maker Spaces more equitable for young people, showing them that their voice matters and will be listened to.

Neighbourhoods and Bristol Living Lab

The team delivers a wide range of community based creative digital projects with a strong focus on action research.

In 2022/23 we are delivering projects which focus on increasing digital inclusion, health, wellbeing, and connection to local built and natural environments to amplify the voices from communities that experience high levels of deprivation and are often underrepresented.

The Sustainable Neighbourhoods team will work across the organisation ensuring collaboration and a Living Lab approach is integrated across the Arts, Young Peoples' and Factory programmes.

We Can Make

For 2022/23 We Can Make is focusing on delivery and strengthening the model, including:

- Securing planning and finance for the second batch of micro-sites and developing the pipeline for further micro-sites.
- Developing the business model for setting up a neighbourhood scale housing fabrication facility within South Bristol, with the aim of setting up the facility by 2023.
- Scaling and diversifying the We Can Make offer for serviced plots and larger developments.

Supporting the development of the eco-system of services and products around We Can Make that help build community wealth and social value, including supporting a new market garden in Knowle West to supply the plants for the gardens in the new homes; developing a "kit of parts" product range (including bins, bike stores,

- benches etc);

Developing the methodology for growth and replication through partnerships locally

- and nationally.

KWMC: The Factory

The Factory programme for 2022/23 includes:

- Membership - develop a staged offer for facilities, equipment and community.
- Host a series of events, talks and meet-ups linking to the programme
- Building partnerships with academics, collaborating on research projects, targeting the intersection between technologies and communities.
- Exploring collaborative research e.g. into bio plastics.
- Life cycle assessment with the MADE programme to measure the impact of businesses and products.
- MADE in South Bristol. A creative programme for residents and small businesses providing practice support to develop creative and technical digital ideas into economically sustainable businesses.
- MADE for Her - Enterprise support and material and access bursaries aimed at womxn starting and developing early-stage businesses.
- Maker City - Working with Young People's Programme to deliver an innovative programme of activities.
- Prototyping new building methods and processes with We Can Make
- Exploring the scale and environmental impact of common household waste material, and prototyping sustainable alternatives.

Knowle West Alliance

Increase engagement of residents in planning the future of Knowle West.

Include more local residents of all ages in media arts, and cultural activities, including supporting the Creative Civic Change programme managed by Filwood Community

- Centre and facilitating the Public Art Working group.

Achieve greater adoption and inclusion of people in using digital technologies to enable better access online services, co-design purposeful digital services and tools, and increase employment opportunities.

- Develop skills locally to enable better access to jobs (particularly in the creative industries) and enterprise for local people, such as through KWMC: The Factory and the We Can Make Homes programme and the new Kickstart programme.
- Explore barriers to community empowerment and sustainability and work with Bristol City Council and the voluntary sector to address this issue.

- Support the exchange of ideas between neighbourhoods and connect Bristol's diverse communities.
- Encourage community pride and be a catalyst for civic action.

11 Structure, Governance and Management

11.1 Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 22/01/2002 and registered as a charity on 10/06/2002. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

11.2 Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association, the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Management Committee seeks to ensure that the needs of all user groups are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of trustees, the charity has, through networking with local people and locally based organisations, and media and arts organisations across the city, sought to identify individuals who would be willing to become members of the centre and use their own experience to assist the charity.

A broad range of skills are represented on the Management Committee, including expertise in regeneration, the arts, law, marketing, financial management and construction management.

11.3 Trustee Induction and Training

Many trustees are already familiar with the practical work of the charity having been encouraged to attend one of the 'open' events run by the charity annually to showcase work produced through the work undertaken by the centre, or having been a participant in one of the charity's projects.

Prospective trustees are invited to attend board meetings prior to joining, and meet both the Chair and Director to gain awareness of the charity's aims, organisation, strategy, financial position and programme of work. New trustees are also mentored by more experienced board members during their first year.

11.4 Organisational Structure

The Knowle West Media Centre has a Management Committee which meets 6 times a year, and which is responsible for the strategic direction and policy of the charity.

A Human Resources working group, made up of management committee members and appropriate staff, meets when required and makes recommendations on issues within its remit. All recommendations made by the working group are discussed and must be ratified by the management committee itself.

A Finance Sub-Committee, made up of two trustees (the Chair and treasurer), the Director and the Finance Manager, meets before board meetings to consider financial issues, reports and budgets in depth. The Sub-Committee's terms of reference include the following:

- Reviewing the long-term plan and advising the Board on its approval.
- Reviewing annually the funding and reserves position of the organisation.
- Governance of the annual budget process.
- Reviewing annually the organisation's standing orders.
- Advising the Board on the financial impact of new accounting policies, laws and regulations.
- Measuring the performance of the auditor and making an annual recommendation on reappointment.
- Reviewing the annual report and accounts for consistency with financial information reviewed by the Committee during the year and advising the Board on any differences.
- Reviewing annually with management the efficiency and effectiveness of financial systems and controls.
- Reporting to the Board on governance and financial matters relating to trading activities and the trading subsidiary.

Eight authorised signatories are registered with the bank, including trustees and senior employees. Any two of the signatories may make payments on behalf of the company in accordance with the financial limits set out in the Financial Standing Orders.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rests with the Director, Carolyn Hassan. The Director is responsible for ensuring that the charity delivers the services specified in funding agreements and contracts and that key performance indicators are met. The Director has responsibility for the day-to-day operational management of the Media Centre, individual supervision of the staff team and ensuring that the team continue to develop their skills and working methods in line with good practice.

The staff team was organised into six programmes during the year:

- Creative Programme
- We Can Make

- Young People
- Neighbourhoods
- KWMC: The Factory
- Knowle West Alliance

Each programme is led by a Programme Director or Programme Manager. The activities of the programmes during the year are summarised in section 3 above. The project programmes receive managerial, administrative and financial support from the 'core' central services department, which is managed by the Director, supported by the Head of Finance and Operations Manager.

12 Related Parties

There were no transactions with related parties during the year, other than between the charity and its subsidiaries, **Leinster House Partnership Limited (LHP Ltd)** and **We Can Make Knowle West Community Interest Company (CIC)**.

LHP Ltd is a not-for-profit company limited by guarantee and has been controlled by KWMC since 22 September 2006. The trustees of the Media Centre, are all also directors of LHP Ltd, and vice versa.

Leinster House Partnership was formed for the purpose of redeveloping Leinster House. Since the completion of the new Media Centre in 2008, LHP Ltd has acted as the trading arm of Knowle West Media Centre, handling non primary purpose trading and rental income from the Media Centre. LHP Ltd donates its surpluses to the charity.

We Can Make Knowle West CIC was registered with Companies House on 30 July 2020 as a vehicle for community-led housing development in Knowle West and South Bristol. Knowle West Media Centre is initially the sole shareholder, holding 10 shares with an aggregate nominal value of £1. The CIC began trading in 2020/21.

These financial statements consolidate the results of Knowle West Media Centre, Leinster House Partnership Ltd and We Can Make Knowle West CIC on a line-by-line basis.

KNOWLE WEST MEDIA CENTRE**REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2022****13. Reference and Administrative Information**

Charity Name:	Knowle West Media Centre
Charity registration number:	1092375
Company registration number:	4358350
Registered Office and Operational Address:	Leinster Avenue Knowle West Bristol BS4 1NL

Management Committee

Ms MA Venner	Chair	
Ms HF Bream		Resigned 17/0//2022
Mr R Fisher		
Mr M Little		
Ms I Partridge		
Ms PA Davis		
Ms MA Venner		
Ms JR Bunyan		
Ms RA Laurence		Appointed 21/03/2022
Ms N Paddy-Okafor		Appointed 09/05/2022

Senior Manager

Carolyn Hassan

Auditors

Burnside Chartered Accountants, 61 Queen Square, Bristol BS1 4JZ

Bankers

Triodos Bank, Deanery Road, Bristol BS1 5AS

Solicitors

Stephenson Law, 4 Colston Yard, Bristol BS1 5BD

14. Responsibilities of the Management Committee in Relation to the Financial Statements

The Management Committee (who are also the directors of Knowle West Media Centre for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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

The Management Committee 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.

Statement as to disclosure to our auditors

In so far as the management committee are aware at the time of approving our management committees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware, and

KNOWLE WEST MEDIA CENTRE

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2022

- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the Management Committee on 15 November 2022 and signed on its behalf by:



Ms M A Venner (Chair)

Date: 20.12.22

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF KNOWLE WEST MEDIA CENTRE
(LIMITED BY GUARANTEE) FOR THE YEAR ENDED 31 MARCH 2022**

OPINION

We have audited the financial statements of Knowle West Media Centre (the "parent charitable company") and its subsidiary (the "group") for the year ended 31 March 2022 which comprise the consolidated Statement of Financial Activities, the consolidated Balance Sheet, the charitable company Balance Sheet, the consolidated Statement of Cashflows and the notes to the financial statements. 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 group's and of the parent charitable company's affairs as at 31 March 2022 and of the group's 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

This report is made solely to the company's members, as a body, in accordance with Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the 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 parent charitable company and the parent company's members as a body, for our audit work, for this report, or for the opinions we have formed.

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 group and the parent 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.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF KNOWLE WEST MEDIA CENTRE
(LIMITED BY GUARANTEE) FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

CONCLUSIONS RELATING TO GOING CONCERN

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other 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' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF KNOWLE WEST MEDIA CENTRE (LIMITED BY GUARANTEE) FOR THE YEAR ENDED 31 MARCH 2022 (continued)

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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' directors' report and from the requirement to prepare a strategic report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the trustees' responsibilities statement set out on page 23, the trustees (who are also the directors of the parent 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 directors determine is necessary 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 group's and parent 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 group or the parent 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF KNOWLE WEST MEDIA CENTRE
(LIMITED BY GUARANTEE) FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

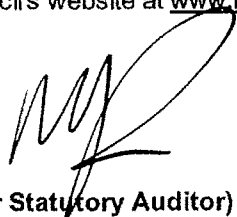
Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

An understanding of the legal and regulatory framework applicable to the charitable company was obtained from management and those charged with governance of the charitable company, and the audit engagement team was confirmed to have the appropriate competence and capabilities to identify non-compliance with such a framework.

No significant instances of fraud, non-compliance with laws & regulations or other irregularities were communicated to the engagement team by management or those charged with governance, and no particular audit areas or legislation were identified that gave rise to any significant risks of material misstatement in respect of such irregularities.

Due to the size & nature of the charitable company, its susceptibility to material misstatement resulting from fraud, non-compliance with laws & regulations, or other irregularities is considered to be low, and the audit approach was appropriately planned so as to address this risk.

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/auditors-responsibilities. This description forms part of our audit report.



MARK POOLEY (Senior Statutory Auditor)

For and on behalf of
Burnside Chartered Accountants & Statutory Auditor
61 Queen Square
Bristol
BS1 4JZ

Date: 21/12/2022

Knowle West Media Centre

Consolidated Statement of Financial Activities [Including Income and Expenditure Account] for the year ended 31 March 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	2021 £
INCOME from:					
Donations & legacies					
Donations		926	100	1,026	3,184
Other trading activities					
Sales		64,063	-	64,063	58,244
Rent income		41,915	-	41,915	44,511
Charitable activities					
Grants and contracts		192,913	1,405,851	1,598,764	2,078,523
Investment income					
Interest receivable		387	-	387	877
Total income	11	<u>300,204</u>	<u>1,405,951</u>	<u>1,706,155</u>	<u>2,185,339</u>
EXPENDITURE on:					
Raising funds		98,419	-	98,419	104,660
Charitable activities		169,703	1,395,868	1,565,571	1,511,370
Governance costs		15,484	-	15,484	13,724
Depreciation of building		-	50,230	50,230	50,230
Total expenditure	12	<u>283,606</u>	<u>1,446,098</u>	<u>1,729,704</u>	<u>1,679,984</u>
Net incoming (outgoing) resources before transfers		16,598	(40,147)	(23,549)	505,355
Reconciliation of funds					
Transfers between funds	11	262,747	- 262,747	-	-
Net movement in funds		279,345	(302,894)	(23,549)	505,355
Total funds brought forward		<u>130,981</u>	<u>2,884,191</u>	<u>3,015,172</u>	<u>2,509,817</u>
Total funds carried forward		<u>410,326</u>	<u>2,581,297</u>	<u>2,991,623</u>	<u>3,015,172</u>

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 10 to the financial statements.

Balance sheet as at 31 March 2022

		The Group		The Charity	
	Notes	2022 £	2021 £	2022 £	2021 £
Fixed assets					
Tangible assets	3	2,415,892	2,068,535	262,368	178,783
Long-term investments		<u>50</u>	<u>50</u>	<u>51</u>	<u>51</u>
Current assets					
Debtors and prepayments	4	172,482	302,611	414,474	370,012
Stock		1,886	1,105	-	-
Cash at bank and in hand		<u>782,497</u>	<u>755,832</u>	<u>632,388</u>	<u>685,486</u>
		<u>956,865</u>	<u>1,059,548</u>	<u>1,046,862</u>	<u>1,055,498</u>
Current liabilities					
Creditors: amounts falling due within 12 months	5	<u>(226,184)</u>	<u>(112,961)</u>	<u>(158,579)</u>	<u>(110,311)</u>
Net current assets		<u>730,681</u>	<u>946,587</u>	<u>888,283</u>	<u>945,187</u>
Creditors: Amounts falling due after more than one year	6	<u>(155,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net assets		<u>2,991,623</u>	<u>3,015,172</u>	<u>1,150,702</u>	<u>1,124,021</u>
Funds					
Unrestricted funds	11				
General fund		256,500	130,981	255,101	129,582
Designated funds		<u>153,826</u>	<u>-</u>	<u>153,826</u>	<u>-</u>
		<u>410,326</u>	<u>130,981</u>	<u>408,927</u>	<u>129,582</u>
Restricted funds					
Project grants		479,407	815,656	479,407	815,656
Depreciation reserve		<u>2,101,890</u>	<u>2,068,535</u>	<u>262,368</u>	<u>178,783</u>
Restricted funds		<u>2,581,297</u>	<u>2,884,191</u>	<u>741,775</u>	<u>994,439</u>
Total funds		<u>2,991,623</u>	<u>3,015,172</u>	<u>1,150,702</u>	<u>1,124,021</u>

The financial statements have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the trustees on 15 November 2022

Signed on behalf of the trustees by:



Miriam Venner (Chair)

Date 20.12.22

Consolidated Cash Flow Statement for the year ended 31 March 2022

	Notes	2022 £	2021 £
Cash used in operating activities		535,727	513,892
<i>Cash flows from investing activities:</i>			
Proceeds from sale of fixed assets		-	-
Purchase of fixed assets	2	(509,062)	(155,880)
Increase/(decrease) in cash and cash equivalents		26,665	358,012
Cash & cash equivalents at start of year		755,832	397,820
Cash & cash equivalents at end of year		782,497	755,832

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

	Notes	2022 £	2021 £
Net Income/(expenditure) for the reporting period (as per the Statement of Financial Activities)		(23,549)	505,355
<i>Adjustments for:</i>			
Depreciation charges	2	161,705	110,823
Decrease/(increase) in debtors	3	130,129	- 73,525
Decrease/(increase) in stock		- 781	(429)
Increase/(decrease) in creditors	4	268,223	- 28,332
Net cash used in operating activities		535,727	513,892

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

1. Principal accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Knowle West Media Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the statement of financial activities (note 2).

Preparation of the accounts on a going concern basis

In preparing the accounts, the trustees have considered the next 12 months from the date of signing the accounts, and based on budget projections we believe that the charity is a going concern.

b) Fund accounting

- [i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- [ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- [iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Income

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

- [i] Grants, donations and gifts are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- [ii] Donated services and facilities are included at the value to the charity where this can be quantified.
- [iii] The value of services provided by volunteers has not been included in these accounts.
- [iv] Investment income is included when receivable.
- [v] Incoming resources from charitable trading activity are accounted for when earned.

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

Principal accounting policies (continued)

- [vi] Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- d) Expenditure and irrecoverable VAT

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered.

 - [i] Expenditure on raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
 - [ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
 - [iii] Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the reporting accountant's fees and costs linked to the strategic management of the charity.
 - [iv] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.
- e) Tangible fixed assets
 - [i] Office fittings and equipment are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method for all items costing over £250.
 - [ii] Improvements to leased property are depreciated on a straight-line basis over the remaining life of the lease.
 - [iii] The affordable modular homes built by We Can Make Knowle West CIC are valued at historical cost and depreciated on a straight-line basis over 50 years.
- f) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instrument are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are measured at the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.
- g) Group financial statements

These financial statements consolidate the results of the charity and its wholly owned subsidiaries Leinster House Partnership Limited and We Can Make Knowle West CIC on a line by line basis.

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

2. Prior period comparison

Consolidated Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31 March 2021

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
INCOME from:			
Donations & legacies			
Donations	3,179	5	3,184
Other trading activities			
Sales	58,244	-	58,244
Rent income	44,511	-	44,511
Charitable activities			
Grants and contracts	121,577	1,956,946	2,078,523
Investment Income			
Interest receivable	877	-	877
Total income	<u>228,388</u>	<u>1,956,951</u>	<u>2,185,339</u>
EXPENDITURE on:			
Raising funds	104,660	-	104,660
Charitable activities	94,913	1,416,457	1,511,370
Governance costs	13,724	-	13,724
Depreciation of building	-	50,230	50,230
Total expenditure	<u>213,297</u>	<u>1,466,687</u>	<u>1,679,984</u>
Net outgoing resources before transfers	15,091	490,264	505,355
Reconciliation of funds			
Transfers between funds	10,178	- 10,178	-
Net movement in funds	<u>25,269</u>	<u>480,086</u>	<u>505,355</u>

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

3. Tangible Fixed Assets

	Land, building and leasehold improvements £	Housing stock £	Subsidiary equipment £	Office fittings and equipment £	Total £
COST					
At 1 April 2021	2,590,283		206,039	510,825	3,307,147
Additions in Year	111,971	314,002	-	83,089	509,062
Disposals in Year	-	-	-	(160,376)	(160,376)
At 31 March 2022	<u>2,702,254</u>	<u>314,002</u>	<u>206,039</u>	<u>433,538</u>	<u>3,655,833</u>
DEPRECIATION					
At 1 April 2021	661,548		205,973	371,091	1,238,612
Charge for the Year	100,504		66	61,135	161,705
Disposals in Year	-	-	-	(160,376)	(160,376)
At 31 March 2022	<u>762,052</u>	<u>-</u>	<u>206,039</u>	<u>271,850</u>	<u>1,239,941</u>
NET BOOK VALUE					
At 31 March 2022	<u>1,940,202</u>	<u>314,002</u>	<u>-</u>	<u>161,688</u>	<u>2,415,892</u>
At 1 April 2021	<u>1,928,735</u>	<u>-</u>	<u>66</u>	<u>139,734</u>	<u>2,068,535</u>

All tangible fixed assets are used to fulfil the charity's objects.

	The Group		The Charity	
	2022 £	2021 £	2022 £	2021 £
4. Debtors and prepayments				
Sundry debtors and prepayments	70,062	198,172	50,013	213,922
Inter company	-	-	262,041	51,651
Grants receivable	102,420	104,439	102,420	104,439
	<u>172,482</u>	<u>302,611</u>	<u>414,474</u>	<u>370,012</u>
5. Creditors				
Falling due within 12 months				
Sundry creditors and accruals	90,519	102,396	74,274	86,568
Inter company	-	-	14,544	18,583
Deferred income (note 7)	135,665	10,565	69,761	5,160
	<u>226,184</u>	<u>112,961</u>	<u>158,579</u>	<u>110,311</u>

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

6. Creditors: Amounts falling due after more than one year

Knowle West Media Centre has secured two long-term loans for the purpose of constructing two affordable modular homes.

	Loan principal £	Interest rate	Interest payable £	Repayment date
Bristol & Bath Regional Capital CIC	105,000	6.5%	35,480	01/09/2029
City Funds LP	50,000	1.5%	4,152	01/09/2029
	155,000		39,632	

7. Deferred income

	Opening balance at 1 April 2021	Amount released to income in year	Deferred in year	Closing balance at 31 March 2022
Battersea Arts Centre - Fee to organise South West regional meetings in 2021/22	1,500	-	1,500	-
AxIsweb - Fee for participation in Social ARTery trial in 2021/22	458	-	458	-
Badham Pharmacy - Half page advert in summer 2021 issue of Knowledge	250	-	250	-
Bridge Learning Campus - Quarter page advert in summer 2021 issue of Knowledge	158	-	158	-
Comino Foundation - April element (25%) of grant covering January to April 2021	2,794	-	2,794	-
Redcatch Community Garden - Quarter page advert in summer 2022 issue of Knowledge			131	131
Badham Pharmacy - Half page adverts in summer, autumn & winter 2022 issues			675	675
Comino Foundation - Proportion (5/12) of grant covering April to August 2022			21,068	21,068
National Foundation for Youth Music - Funding received on 31/3/2022 for next financial year			47,887	47,887
Sub-totals: Charity	5,160	-	5,160	69,761
UKCRIC - Delayed Factory commission	4,050	-	4,050	-
Supportive Parents - Eight commission in progress	1,355	-	1,355	-

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

	Opening balance at 1 April 2021	Amount released to Income in year	Deferred in year	Closing balance at 31 March 2022
University of Bath - Fee invoiced 30/03/2022	-	-	2,707	2,707
Barton Camp - Fee for uncompleted work c/f	-	-	687	687
Bamardo's - Fee for uncompleted work c/f	-	-	11,347	11,347
DLUHC - Payment for work still to be delivered	-	-	51,163	51,163
Group totals	10,565	- 10,565	135,665	135,665

8. Capital commitments and contingent liabilities

Knowle West Media Centre, on behalf of We Can Make Knowle West CIC, entered into a contract with Blokbuilt Ltd for the construction of two affordable modular homes in the sum of £319,866. A total of £280,227 had been invoiced and paid by 31 March 2022, leaving a sum of £39,639 still to be

9. Employee Information

	2022	2021
Number of employees	33.8	28.7

The average weekly number of employees during the year was calculated on the basis of full time equivalents.

No employee received emoluments of more than £60,000.

	2022 £	2021 £
Salaries and wages	966,234	836,414
Social security costs	80,482	69,086
Employer pension contributions	27,102	23,068
	<u>1,073,818</u>	<u>928,568</u>

The key management personnel of the group comprises the trustees, the Director, the Assistant Director, the Finance Manager, the Operations Manager and the 4 Programme Managers. The total employee benefits of the key management personnel of the group were £240,520 (2017: £251,634).

10. Trustee Information

	2022 £	2021 £
Trustees remuneration and expenses	-	-

The trustees received no remuneration in the year.

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

11. Movements in Funds

	At 1 April 2021 £	Received In year £	Utilised In year £	Transfers in year £	At 31 March 2022 £
Restricted Funds:					
Core					
Arts Council					
England (Other)	-	289,409	(163,890)	(125,519)	-
Esmee Fairbairn Fdn	1,300	-	(1,300)	-	-
Nationwide Foundn	1,853	-	(257)	-	1,596
Quartet Comm Fdn	100	-	-	(100)	-
Creative Programme					
Arts Council					
England (NPO)	-	51,533	(41,133)	(10,400)	-
Arts Council					
England (Other)	37,372	32,873	(69,713)	(532)	-
Bristol City Council	-	28,647	(28,647)	-	-
Bristol Ideas/BCDP	-	500	-	-	500
Local Trust	-	23,100	(20,250)	2,500	5,350
National Academy					
Social Prescribing	-	11,000	(7,381)	-	3,619
University of Bristol	-	850	(850)	-	-
We Can Make (Homes)					
Bristol City Council	-	135,000	-	(135,000)	-
DLUHC	-	23,836	(23,836)	-	-
Homes England	26,892	-	(26,892)	-	-
Innovate UK	-	31,599	(31,599)	-	-
Nationwide Foundn	40,935	169,974	(136,689)	-	74,220
Power to Change	-	25,000	(25,000)	-	-
Young People/Education					
Arts Council					
England (NPO)	-	4,917	(4,917)	-	-
Arts Council					
England (Other)	-	2,063	(2,063)	-	-
Arup	-	3,000	-	-	3,000
BBC Children in Need	25,316	48,255	(69,098)	-	4,473
Comino Foundation	-	44,738	(44,738)	-	-
Crown Commercial					
Service	-	58,158	(29,079)	-	29,079
Dept for Work and					
Pensions	-	50,175	(46,007)	(4,168)	-
Ernest Cook Trust	-	360	(46)	-	314
Local Trust	2,700	-	(2,700)	-	-
University Coll London	31,753	48,165	(36,622)	-	43,296
Youth Music	1,404	-	(1,404)	-	-
Neighbourhoods & Living Lab					
Arts Council					
England (Other)	-	1,025	(1,025)	-	-
Bristol City Council	2,500	41,331	(43,831)	-	-
Bristol Health Ptnrs	2,725	849	(3,574)	-	-
European Union	233,070	31,231	(141,244)	(6,968)	116,089

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

	At 1 April 2021	Received in year	Utilised in year	Transfers in year	At 31 March 2022
HMRC	-	2,984	(2,984)	-	-
Open University Quartet	-	1,250	(1,250)	-	-
Community	-	441	(441)	-	-
University of Bristol	3,225	11,750	(14,975)	-	-
KWMC:The Factory					
Arts Council England (NPO)	-	2,466	(2,466)	-	-
Arts Council England (Other)	-	16,924	(16,629)	(295)	-
Bristol City Council	337,881	656	(41,364)	(170,648)	126,525
Bristol Health Ptnrs	-	2,075	(2,075)	-	-
European Union	-	78,102	(77,067)	(1,035)	-
HMRC	-	557	(557)	-	-
Local Trust	3,500	-	(2,461)	-	1,039
NatWest (Project North East)	8,500	7,679	(16,179)	-	-
Trinity Community Arts	-	1,000	(1,000)	-	-
West of England Combined Auth	-	35,527	(30,607)	-	4,920
Knowle West Alliance					
Bristol City Council	42,914	54,600	(42,112)		55,402
Local Trust	4,335	-	(1,423)	(2,500)	412
Open University Quartet Comm	-	2,498	(1,598)		900
Foundation	6,500	29,275	(27,781)	100	8,094
Sustainable Redland		479	-		479
Restricted donations	881	100	(881)		100
	<u>815,656</u>	<u>1,405,951</u>	<u>(1,287,635)</u>	<u>(454,565)</u>	<u>479,407</u>
Depreciation fund	2,068,535	-	(161,705)	195,060	2,101,890
Inter company	-	-	3,242	(3,242)	-
Total Restricted Funds	<u>2,884,191</u>	<u>1,405,951</u>	<u>(1,446,098)</u>	<u>(262,747)</u>	<u>2,581,297</u>
Unrestricted Funds:					
Designated fund - Projects in progress					
	-	137,831	(97,445)	(21,560)	18,826
Designated fund - BCC grant loaned to We Can Make Knowle West					
	-	-	-	135,000	135,000
General fund	129,582	97,339	(117,885)	146,065	255,101
General fund in subsidiaries	1,399	132,037	(132,037)	-	1,399
Inter company transactions	-	(67,003)	63,761	3,242	-
Total Unrestricted Funds	<u>130,981</u>	<u>300,204</u>	<u>(283,606)</u>	<u>262,747</u>	<u>410,326</u>
Total Funds	<u>3,015,172</u>	<u>1,706,155</u>	<u>(1,729,704)</u>	<u>-</u>	<u>2,991,623</u>

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

Restricted funds

The purpose of the funds is detailed in the achievements and performance section of the Trustees'

Transfers

£125,519 awarded by Arts Council England for the purpose of strengthening reserves post Covid was transferred to general reserves.

£100 funding from Quartet Community Foundation was returned by the the Silverscreen project to the Knowle West Alliance when the the Silverscreen project closed.

£10,400 funding from Arts Council England was transferred to the depreciation reserve to cover future depreciation of ten MacBook Air laptops.

£532 funding from Arts Council England was transferred to the depreciation reserve to cover future depreciation of an Iiyama 42.5 inch LED display screen.

£2,500 funding from Local Trust was transferred from Knowle West Alliance to the Creative Programme towards the cost of the 2022 Knowle West Fest event.

£135,000 funding from Bristol City Council towards the costs of building two affordable modular homes for rent was loaned to We Can Make Knowle West CIC, which has built the homes. The grant has been transferred to an unrestricted designated fund as the funder's conditions have now been

£4,167 funding from the Department of Work and Pensions was transferred to the depreciation reserve to cover future depreciation of four MacBook Air laptops.

£6,967 funding from the European Union was transferred to the depreciation reserve to cover future depreciation of 17 Apple iPads and eight Sphero robotic balls

£295 funding from Arts Council England was transferred to the depreciation reserve to cover future depreciation of a Tornado server cooling fan.

£170,648 OPCR funding from Bristol City Council was transferred to the depreciation reserve to cover future depreciation of equipment and leasehold improvements as part of the redevelopment of KWMC:The Factory.

£1,036 funding from the European Union was transferred to the depreciation reserve to cover future depreciation of a MacBook Air laptop.

£3,242 was transferred from restricted to unrestricted funds to purchase social media training for the Knowle West Alliance (£242), and hire of the Factory space by the Young People's Programme

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

12. Resources expended

	2022	2021
	£	£
Wages and salaries	1,073,818	928,568
Other direct costs		
Audit costs	10,044	7,163
Bad debt	18	110
Bank charges	287	378
Catering costs (for resale)	255	83
Depreciation	161,705	110,823
Equipment rental	506	312
Expensed equipment	10,381	6,784
Freelance associates	171,719	130,478
Fundraising	485	635
Grants to groups	13,879	125,037
Heat and light	10,896	5,633
Insurance	12,826	12,056
IT consumables and repairs	17,441	19,181
Legal and professional fees (projects)	125,937	210,881
	-	-
Materials	27,459	24,660
Miscellaneous	242	294
Other project costs	1,158	922
Packaging and delivery	-	188
Postage	513	334
Printing (commissions)	7,878	3,587
Project premises	16,563	10,991
Publicity	3,694	2,488
Rates and water rates	4,638	4,117
Recruitment and DBS fees	1,570	1,683
Recycling and waste collection	1,275	709
Redundancy payments	-	3,459
Refreshments	4,078	641
Repairs and maintenance	15,555	3,760
Security	3,434	6,051
Selling fees	230	26
Stationery and photocopying	1,572	738
Subscriptions	6,309	5,336
Subsistence	6,904	205
Telephone/mobile	7,365	9,869
Trainee fees	-	21,632
Training and workshops	2,788	17,313
Travel	5,089	1,473
Venue hire	1,193	1,386
Sub-total: Other direct costs	655,886	751,416
Total resources expended	1,729,704	1,679,984

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

13. Analysis of expenditure by programme

	Direct staff costs 2022 £	Other direct costs 2022 £	Total direct costs 2022 £	Total direct costs 2021 £
Expenditure on raising funds	52,818	45,601	98,419	104,660
Charitable activities				
Core	134,940	227,773	362,713	116,511
Creative programme	100,084	74,572	174,656	109,677
We Can Make (Homes)	132,106	134,357	266,463	351,374
YP/Education	201,744	35,161	236,905	203,664
Neighbourhoods & Living Lab	234,190	25,631	259,821	307,220
KWMC:The Factory	152,349	39,991	192,340	176,127
Knowle West Alliance	58,587	14,086	72,673	246,797
Total charitable activities	1,014,000	551,571	1,565,571	1,511,370
Governance costs	7,000	8,484	15,484	13,724
Subsidiary activities (building fund)	-	50,230	50,230	50,230
Total resources expended	1,073,818	655,886	1,729,704	1,679,984

14. Analysis of group net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Fixed Assets	-	-	2,415,942	2,415,942
Current Assets	256,500	153,826	546,539	956,865
Current Liabilities	-	-	(226,184)	(226,184)
Long-term Liabilities	-	-	(155,000)	(155,000)
Net Assets at 31 March 2022	256,500	153,826	2,581,297	2,991,623

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

15. Group companies

Leinster House Partnership Ltd is a subsidiary company of the charity. A summary of its operations follows:

Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31 March 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	2021 £
Income from:				
Donations	-	-	-	-
Other trading activities:				
Rent receivable	41,916	-	41,916	44,511
Other income	90,108	-	90,108	76,825
Charitable activities:				
Grants and contracts	-	-	-	-
Investment income:				
Interest receivable	13	-	13	149
Total Incoming resources	132,037	-	132,037	121,485
Resources expended				
Administrative expenses	91,080	50,230	141,310	146,242
Total resources expended	91,080	50,230	141,310	146,242
Net incoming / (outgoing) resources before transfers	40,957	(50,230)	(9,273)	(24,757)
Reconciliation of funds				
Transfers between funds	-	-	-	-
Distribution to parent company charity	(40,957)	-	(40,957)	(25,473)
Net movement in funds	-	(50,230)	(50,230)	(50,230)
Total funds brought forward	1,399	1,889,752	1,891,151	1,941,381
Total funds carried forward	1,399	1,839,522	1,840,921	1,891,151

16. Charges on property of subsidiary company

Charges on the building are held by the South West of England Regional Development Agency (SWERDA) and Bristol City Council, with SWERDA ranking higher according to a deed of priorities dated 4 July 2007. SWERDA was dissolved in 2011 and its assets inherited by the Homes and Communities Agency, which was in turn replaced by Homes England in January 2018.

The charges would be enforced in the event of the insolvency of Leinster House Partnership Ltd, and are equivalent in value to the grants made to the Archimedia project by the above organisations.

Knowle West Media Centre

Notes to the accounts for the year ended 31 March 2022

The values of the charges are:	Homes England	£ 1,320,000
	Bristol City Council	500,000