

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021



THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

CONTENTS

| | Page |
|--|---------|
| Reference and administrative details of the Charity, its Trustees and advisers | 1 |
| Chairman's statement | 2 - 7 |
| Trustees' report | 8 - 12 |
| Independent examiner's report | 13 |
| Statement of financial activities | 14 |
| Balance sheet | 15 |
| Notes to the financial statements | 16 - 26 |

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

| | |
|----------------------------------|---|
| Trustees | N Thomas, President from 19 March 2021 V Rogers, President to 19 March 2021 (resigned 19 March 2021) M Mason, Vice President from 19 March 2021 N Blackmore, Treasurer from 22 January 2021 (appointed 22 January 2021) S Maggs, Treasurer to 22 January 2021 (resigned 22 January 2021) E Barnes, Secretary C Canham (appointed 21 June 2021) R Davies (resigned 19 March 2021) A Deathe A De'Rome (resigned 30 October 2020) E Lewis (appointed 21 June 2021) C Morgan (resigned 16 November 2021) L Podmore (appointed 21 June 2021) R Rogers (appointed 30 October 2020) E Scullion J Taylor |
| Charity registered number | 1102270 |
| Principal office | Museums & Arts Service Cyngor Gwynedd Caernarfon Gwynedd LL55 1SH |
| Accountants | WR Partners Chartered Accountants Belmont House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG |

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT FOR THE YEAR ENDED 31 MARCH 2021

The chairman presents her statement for the year.

Federation of Museums and Art Galleries of Wales Annual Report, April 2020 – March 2021

This report covers the period 1st April 2020 until 31st March 2021. This was an exceptional year in the history of the Federation, and one that demonstrated its crucial role in supporting the Welsh museum sector. The work it undertook during this first year of the Covid-19 pandemic is reflected in the length of this report.

Governance

The committee met on 4 occasions (June, September, December and March). In addition to 11 Trustees (3 named officers and 8 ordinary members), there were 2 co-opted members and 3 observers representing Welsh Government MAALD, Amgueddfa Cymru National Museum Wales (ACNMW) and the National Trust. Representation for the Museums Association (MA) on committee this year was via a committee member who also acts as one of the MA representatives for Wales. This has enabled the Federation to continue our strong links with these key strategic bodies.

The Federation held two events this year: the AGM on 30 October 2020 and an EGM on 22 January 2021 which was called to elect a new Treasurer. Due to the Covid-19 pandemic, no Welsh Museums Conference was held this year.

Membership

In this financial year, the Federation membership stood at:

- 72 organisational members, representing 97 different sites
- 16 individual members

Income from membership fees this year stood at £8,630

Due to the issues and financial challenges our membership faced during the pandemic, we delayed invoicing membership fees and therefore levels of paid fees are lower than would normally be expected. In addition, there were approximately 293 subscribers to the Federation's jiscmail group, an increase from the previous year.

Communication and promotion

The Federation continued to promote itself and its members via its website and social media networks @WelshMuseumsFed and @WelshMuseums. Due to the pressures of the Covid-19 pandemic on the membership, it was impossible to publish editions of Y Mag, the Federation's magazine. Work continued this year to create a brief to tender for a new Federation website.

Business Plan

The Federation committee wrote and agreed a new Business Plan and associated action plan, setting a series of clear objectives for its work over the next three years. This is available on the Federation website: <http://www.welshmuseumsfederation.org/en/who-we-are-landing/the-committee/business-plan.html>

Development Officer

The Federation employed Chris Delaney as Development Officer on a freelance basis. He assisted the President in composing responses to consultation, writing letters of support to museums facing cuts to budgets and leading on managing the Spotlight and austerity impact research. The majority of his time this year was focussed on administering the Federation Covid-19 Resilience Fund grant programme.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Partnerships

Meetings and communication with sector organisations

Throughout the year, the Federation continued to ensure that Welsh museums were represented on numerous steering groups and committees, although several did not meet during the pandemic. The Federation sat on Welsh Government's Cultural Priorities steering group and its Historic Environment Group (HEG), including their Heritage and Wellbeing and Local Heritage subgroups, the Sporting Heritage Expert Panel and the Football Museum for Wales steering group. The Federation continued to liaise with Arts Council England to ensure Wales was represented on the museums and collections at risk group, which was formed following a joint statement, signed by a group of key funding, development and membership bodies for the museums and heritage sector from all four nations. In February, the President met with the Association of Independent Museums' (AIM) Chair, Andrew Lovett to discuss the Welsh sector and its specific needs.

The Federation contributed to numerous consultations, reviews and reports including a review of the Portable Antiquities Scheme, National Library of Wales strategy, HEG's climate change action plan, ACNMW's loans scheme, Welsh Government's Race Equality Action Plan and the Art Fund's work to explore a 'museum brand'. The Federation worked closely with National Lottery Heritage Fund (NLHF), attending its consultation event re. its priorities and reopening of its grants programme post-pandemic. The President was also invited to give a briefing presentation re. the Welsh sector to NLHF Cymru's staff and Board in March.

The President and Development Officer have had regular (weekly/fortnightly) meetings with Welsh Government Culture and Sport Division (MAALD), Cadw and National Lottery Heritage Fund throughout the pandemic, and the President continued to have regular meetings with the Museums Association's Director and Board member for Wales and with the Director General of ACNMW. This ensured, as sector bodies, we shared information about the sector's need and ensured we were consistent in our messaging and advocacy to Government, stakeholders and funders. The President also had regular meetings with Steffan Roberts, acting Deputy Director, Culture and Sport Division at Welsh Government.

Funding proposals

During the year, the Federation was approached to be a formal partner in several funding applications. Through inputting into and providing feedback on applications, and committing to sitting on steering groups, we have tried to ensure these projects, if funded, will be of relevance to the wider museum sector in Wales. These included:

- o Towards National Collection – led by Aberystwyth University, with ACNMW a partner – focussed on pulling together collections management systems (primarily of National institutions)
- o Culture 24 – to research and answer small-medium heritage organisation's needs re. digital skills. Focussing on digital leadership and organisational development (leadership, strategy and development)
- o WCVA – project focussing on building and diversifying financial and organisational resilience
- o Funding Centre/Community Foundation in Wales – project focussing on building and diversifying financial and organisational resilience of the heritage sector
- o Leeds University (Centre for Cultural Value) – project re. digital leadership and organisational development

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Advocacy

Welsh Museums Day

The planned annual advocacy day at the Senedd had to be cancelled due to the pandemic, and so Welsh Museums Day (12 May) was re-focussed as a social media event this year. Museums were encouraged to share the value and impacts of their work with and for Welsh communities. Tweeting using the hashtag #WelshMuseums and #Amgueddfeydd from the @WelshMuseumsFed account, we were given over 150 tweets by 22 organisations and over the day we sent over 2,000 tweets – which resulted in the hashtag trending in UK.

Case study publications

The President worked with the Museums Association and the Future Generations Commissioner's Office to create two documents featuring case studies showcasing the impact of Welsh local and national museums' work. Both documents were launched and are available online.

Museums Association Museums Change Lives Cymru:

English: <https://ma-production.ams3.digitaloceanspaces.com/app/uploads/2021/04/13104842/MCL-Wales-English.pdf>

Cymraeg: <https://ma-production.ams3.digitaloceanspaces.com/app/uploads/2021/04/13104845/MCL-Wales-Welsh-Cymraeg.pdf>

Future Generations Commissioner's Office:

English: <https://www.futuregenerations.wales/get-inspired-posts/local-museums-improving-well-being/>

Cymraeg: <https://www.futuregenerations.wales/cy/get-inspired-posts/amgueddfeydd-lleol-yn-gwella-llesiant/>

Welsh Museums Festival

This year's Festival was held 24 October – 1 November. The Federation continued to take full responsibility for the Festival management, possible thanks to a £45,000 grant from Welsh Government. This grant enabled the commissioning of freelancer Angharad Wynne to lead on organising the Festival logistics and provide support to member museums. It also enabled larger grants for events to be offered, the organisation of a multi-site trail activity across the country and the creation of a new Festival website (www.museums.wales). Museum Festival grants totalling £10,330 were awarded to 15 museums for activities during Festival Week. While the last minute announcement of a national firebreak lockdown meant all physical and onsite events could not take place, members reacted incredibly positively, turning their activities online. Over 60 events and activities were offered by museums across the country. We are very grateful to all those members who have reacted so quickly and positively to ensure the Festival went ahead.

Advocacy for Senedd elections

In preparation for the Senedd elections, the Federation, Museums Association and Amgueddfa Cymru National Museums Wales wrote a joint letter to the Welsh Labour, Plaid Cymru, Conservative and Liberal Democrat parties, to highlight the need for support for local museums to be included in their manifestoes.

Projects

Thanks to funding from Welsh Government, work progressed this year on *Spotlight on Museums*. Progress was slower than anticipated, due to members not having access to records during lockdown. Deadlines for responses were extended and the Federation's Development Officer, with our partners at Cardiff University Conservation department, spent time encouraging individual members to respond. This resulted in a pleasing sample size of 85 museums. The data resulting from the survey represents the last full year before the pandemic, and therefore provides an invaluable benchmark to measure both the impact of the pandemic on our sector, but also, in time, its recovery.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

The National Lottery Heritage Fund (NLHF) funded Collecting Cultures Project '*Saving Treasures, Telling Stories*' project, a partnership between ACNMW, Portable Antiquities Scheme and the Federation drew to an end in April 2020. From 2015-20 achievements included:

- 10 training sessions
- 6 community archaeology projects, running 101 activities, at Storiol, Wrexham, Narberth and Tenby, Powysland, Abergavenny and Swansea museums
- 27 local museums able to acquire 93 items for their collections
- Amgueddfa Cymru National Museum able to acquire 75 items for its collection

The Federation worked with several local authority museums to draft and submit an application for funding to Welsh Government's Local Government Digital Transformation Fund. This application was successful and was awarded £60,080. This enabled us to work with a group of consultants to explore digital possibilities for the Welsh sector in terms of engagement and income generation, including the potential for Wales-wide initiatives (eg. drawing together multiple museums' systems under one umbrella). While the funding necessitates the project to primarily focus on the local authority sector, the findings will clearly be of use for all types of museums across Wales.

Professional Development

Leadership

The AIM/Federation *Museum Leaders programme* was reinvigorated under lockdown, with virtual support via online meetings, a virtual two day workshop was held 7 and 8 October (both led by Nick Winterbotham) and social media communication channels. This network was held up by AIM as an example of best practice in maintaining resilience and we were asked to speak at their conference this year to share our learning from the programme. We have worked with AIM to secure funding to continue the programme and expand it and an application to Welsh Government for support has been submitted.

Collections

At the beginning of the first lockdown, we initiated and supported a series of training and informal meetings for members to understand how to use *People's Collection Wales* to increase access to their collections online, especially if they did not have a platform on their own websites to do so.

Engagement and learning

We partnered with *Kids in Museums* to run a series of bilingual training sessions. The 'Creating a family friendly environments' session had 30 participants; the 'Creating family friendly interactions in the new normal' training had 25 participants. We also partnered with the *Group for Education in Museums (GEM)* to run a 'Developing Digital learning programmes' session with 47 participants. We have begun to work with GEM to explore support and training needs around the opportunities presented for local museums in the new curriculum.

Economic resilience

The Federation is a named partner in a new UK wide programme, *Steps to Sustainability*, funded by National Lottery Heritage Fund and led by the Social Enterprise Academy. This programme will support a cohort of heritage organisations in entrepreneurship, social enterprise and income generation.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Response to Covid-19 pandemic

In addition to the 'business as usual' work cited above, the Federation's work this financial year has been understandably focussed on supporting our members through the impacts of the Covid-19 pandemic.

Communication

From the end of March 2020, the Federation President and Development Officer regularly communicated to the Federation membership via the jscmail and individual contact to disseminate information about support available. They had weekly meetings with MAALD, National Lottery Heritage Fund and Cadw to ensure all organisations were working together to ensure best use of funding and understand the sector support needs.

Financial support

Federation Covid-19 Resilience Grant scheme – the Federation secured £350,000 of funding from Welsh Government (MAALD and Cadw) for a grant scheme to provide emergency support to Accredited and working towards Accreditation independent museums and heritage attractions/venues. There were three phases of funding, making 39 grants to Accredited museums. Requests for grants were c. double this figure but we directed many museums and attractions to other sources of funding of relevance. In addition, £20,000 from the scheme was reserved for the Welsh Museums Festival and £5,000 to support the Art Fund grants (see below).

Welsh Government Business Support Funds – The Federation signposted and helped members secure funding from other relevant Welsh Government funding streams, including well over £500,000 of funding from the business rates funding alone.

In light of the pandemic, a decision was made by the committee to postpone this year's Accreditation Support and training and conference grant programmes. This decision was taken in consultation with Welsh Government MAALD.

The Federation is extremely grateful to Welsh Government for its support and funding for these crucial grant streams.

MDN funding from Art Fund

During the year, the Art Fund awarded a £280,000 grant to the Museum Development Network, which in turn made £14,840 available to Welsh museums via the Federation. MAALD allowed the use of £5,000 of the Covid-19 Resilience funding to enable a grant of £1,000 to be offered to every Local Authority running a museum service. 19 awards were made, totalling £18,129.98

£53m funding from Treasury

Following the announcement from UK Treasury regarding its Cultural Recovery Fund in July 2020 and the £59m that would come to Wales under the Barnett Formula, the Federation wrote to Welsh Government to advocate for a level of funding specifically for Welsh museums and a view of the sector's needs. This was followed up with a joint letter from the Federation, Museums Association and Amgueddfa Cymru National Museum Wales reiterating the ask and requesting a joint meeting with the acting Deputy Director of Culture and Sport. A scheme was created, including aid for the independent and the local authority sectors. While this was welcomed, the Federation continued to advocate for the sector, especially with regard to the short timescales involved for delivering projects.

Advocacy

Visit Wales

Early in lockdown we worked with Visit Wales to ensure their article about museum offers during the pandemic featured the vast array of online exhibitions, collections tours, homeworking resources, podcasts, etc. offered by both local museums and the National Museum. <https://www.visitwales.com/inspire-me/virtual-visit/welsh-museums-and-art-galleries-virtually>

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

PRESIDENTS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Culture Welsh Language and Communication committee

The Federation responded formally to the Senedd's Culture Welsh Language and Communication committee's consultation around the impact of Covid-19 on the heritage sector. Their resulting report cited the Federation response several times: <https://senedd.wales/laid%20documents/cr-ld13401/cr-ld13401-e.pdf>

Advice and support

AIM partnership

The Federation funded the Association of Independent Museums (AIM) to open up their pandemic online advice surgeries and Hallmarks at Home training scheme to Welsh museums. Topics included finance, governance, HR issues and business planning.

Support re. reopening

The Federation took part in multiple meetings, stakeholder consultations and provided written evidence around the needs of the culture, sport and tourism sectors during- and in coming out of lockdown. We were also involved in the writing of Welsh Government's sector specific guidance document re. reopening and ensured that smaller museums were taken account.

We liaised with and funded ALVA (Association of Leading Visitor Attractions) to boost their sample size in Wales for their research into public perceptions of returning to visit cultural attractions, giving the sector here more robust data to inform their reopening planning.

The Federation President appeared on the Radio Wales breakfast show and lunchtime/evening news on BBC 1 Wales on the day museums were allowed to reopen following the first lockdown.

Finally, this annual report marks my last as President of the Federation. It has been an honour to represent and support the Welsh museums sector and I look forward to working with you all, albeit in a different capacity. I would like to thank Chris Delaney for his help and support as our Development Officer, and of course to all those on committee during my time as President. Being on committee is a huge commitment, on top of very busy day jobs. Without their time, dedication and resolve, the Federation would not be the resilient, vibrant organisation it is. This has been brought into sharp focus this year, with many of our members relying on the support we have given. To all those on committee, I send my huge thanks, both personally and on behalf of the membership.

Victoria Rogers
President (to April 2021)
Federation of Museums and Art Galleries of Wales
April 2021

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the Charity for the year 1 April 2020 to 31 March 2021.

Objectives and activities

a. Policies and objectives

Our mission is:

We support and advocate for the highest standards of museum provision throughout Wales, for the people of Wales.

Our key messages are:

1. Museums empower people through learning, participation and inspiration
2. Museums and their collections strengthen community identity and well-being
3. Museums make a significant economic contribution through tourism and regeneration

Our charitable objectives are:

1. To promote the highest professional standards of work and public service in museums and art galleries in Wales
2. To advance the education and training of those working in and supporting museums and art galleries in Wales
3. To encourage public education through promotion and maintenance of high-quality museum and art gallery lifelong learning services

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The charity is the strategic body for museum and art gallery professionals in Wales, advocating for the highest standards of museum provision throughout Wales. We represent all types of museums – national, local authority, university and independent – and their staff whether paid or volunteer. The charity promotes good practice in museums and galleries and provides support, advice and a forum for discussion of museum issues affecting members.

The charity has built its capacity to deliver by a series of grant applications and by working in partnership with other sector bodies. It has also utilised funds from its reserves on occasion to support this work (e.g. in providing grants for Welsh Museums Festival events, funding for Welsh places on UK-wide sector training schemes).

By its very nature as a membership-funded, voluntary-run organisation, the capacity of the charity will ebb and flow depending on the availability of its committee to undertake additional roles, funding available and the activity of its partners and stakeholders.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Core work

The following is undertaken by the core Trustee committee and funded by membership fees (supplemented by reserves if deemed necessary by the Federation committee):

- Publish Y Mag twice a year, to disseminate best practice and provide a source of advice and support
- Enable access to a Jiscmail email service, providing a key communication tool for the sector, a source of advice and support
- Communicate with the sector and beyond through a dedicated website and social media channel (Twitter)
- Support sector to improve standards through training, creation of guidance and toolkits
- Advocate for the sector by responding to consultations, sitting on steering groups and boards, meeting the Minister with culture portfolio annually and forging positive working relationships with key sector bodies and relevant partners
- Support the membership to engage with key sector/societal issues through advocacy, communication, working with partners, signposting to support
- Run two key events annually – Welsh Museums Conference and Federation AGM
- Administer the Cefni Barnet grant fund, to enable small grants for museum object-based research by members

Additional work

The following is certainly desirable for the charity to deliver, but is undertaken as and when the Federation committee decides it has additional financial resource and capacity available to undertake. This will include decisions around using the charity's reserves, partnering with other organisations, securing external funding to deliver (and therefore is also dependent on the committee's capacity to apply for grants):

- Employment of freelance Development Officer (currently 2 days a month) to build capacity of Federation to undertake advocacy work, organise its annual conference and deliver its core work
- Run and manage the annual Welsh Museums Festival
- Run the annual Welsh Museums Day (an annual advocacy day)
- Work with sector bodies to collect data to evidence value of the Welsh sector
- Provision of an Accreditation Support Grants scheme
- Provision of a Training and Conference Grants scheme
- Employment of freelance Grants Officer to administer grant scheme
- Provide training sessions specifically for members
- Provision of places on Welsh/UK-wide sector training/support schemes
- Coordinate submission of papers to sector conferences, disseminating Welsh best practice

Further detail of the charity's activity can be found in its Business Plan and associated Action Plan.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

d. Grant-making policies

In line with its aims and objective the charity will optimise grant opportunities from a range of public and private sources. Since 2010 the charity has been fortunate to access funding on an annual basis from the Welsh Government to offer a grants scheme to eligible member museums. Grants are currently offered to support the maintenance of Accreditation standards and widen access to the museums and their collections, to enable museum staff to access professional training and attend conferences and to facilitate sector wide research, resilience and an annual Welsh Museums Festival.

Grants from Welsh Government will be shown separately on the accounts.

Depending on the Welsh Government grant amount awarded and the time in the financial year when the funding is received, funds may get allocated to several grant rounds in the same financial year and/or the subsequent year. The grant income for one financial year may therefore be significantly higher than the related expenditure and vice versa.

Achievements and performance

a. Main achievements of the Charity

A summary of the main activities for the year can be found in the Presidents Report.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

b. Reserves policy

Sufficient reserves are maintained to cover predicted expenses for a period of 12 months; the trustees have agreed to maintain at least £30,000 as a reserve.

All grants awarded to the charity by other bodies are only to be used as set out in relevant grant conditions. The Cefni Barnett Fund is a restricted fund that exists to promote collections related research undertaken by members.

Free reserves at 31 March 2021 were £60,675 (2020: £60,922).

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

a. Constitution

The charity, formed in 1976 and registered in 2004, is governed by a constitution adopted in 2003 and amended in 2015 and 2018. The registered charity has a charity number of 1102270.

The charity is run by an Executive Committee (of between 5 and 11 members) from which the following officers – President, Secretary and Treasurer – are appointed at the AGM every 3 years.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

c. Policies adopted for the induction and training of Trustees

Potential Trustees are identified, brought to the attention of the Trustee Board and invited to one of their meetings. All Trustees are given a copy of the Charity Commission 'Essential Trustee' Guidance to read.

d. Organisational structure and decision-making policies

The Executive Committee holds at least two ordinary meetings each year. A special meeting may be called at any time by the president or by any two members of the Executive Committee upon not less than 4 days' notice being given to the other members of the Executive Committee of the matters to be discussed.

The president acts as chair at meetings of the Executive Committee. Quorum is achieved when at least one third of the number of members of the Executive Committee for the time being or three members of the Executive Committee, whichever is the greater, are present at a meeting.

Every matter is determined by a majority of votes of the members of the Executive Committee present and voting on the question but in the case of equality of the votes the chair of the meeting shall have a second or casting vote.

The Executive Committee keeps minutes of the proceedings at meetings of the Executive Committee.

Decisions relating to grant awards are made by co-opted members to avoid any conflicts of interest.

e. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 21/12/2021 and signed on their behalf by:

Nest Thomas

N Thomas
President

NMBlackamore

N Blackamore
Treasurer

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of The Federation of Museums and Art Galleries of Wales ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

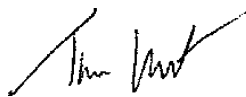
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Tim Lunt

Dated: 04/01/2022

BA FCCA MIRPM

WR Partners
Chartered Accountants
Belmont House
Shrewsbury Business Park
Shrewsbury
SY2 6LG

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

| | Note | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|------------------------------------|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from: | | | | | |
| Donations and legacies | 3 | 13,103 | 143,590 | 156,693 | 529,665 |
| Charitable activities | 4 | 60 | 90 | 150 | 1,413 |
| Investments | 5 | 44 | - | 44 | 169 |
| Total income | | 13,207 | 143,680 | 156,887 | 531,247 |
| Expenditure on: | | | | | |
| Charitable activities | 7 | 13,454 | 398,775 | 412,229 | 195,230 |
| Total expenditure | | 13,454 | 398,775 | 412,229 | 195,230 |
| Net movement in funds | | (247) | (255,095) | (255,342) | 336,017 |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | | 60,922 | 453,246 | 514,168 | 178,151 |
| Net movement in funds | | (247) | (255,095) | (255,342) | 336,017 |
| Total funds carried forward | | 60,675 | 198,151 | 258,826 | 514,168 |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 16 to 26 form part of these financial statements.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**BALANCE SHEET
AS AT 31 MARCH 2021**

| | Note | 2021 £ | 2020 £ |
|--|------|-----------------------|-----------------------|
| Fixed assets | | - | - |
| Current assets | | | |
| Debtors | 11 | 336 | 336 |
| Cash at bank and in hand | | 260,650 | 515,602 |
| | | <u>260,986</u> | <u>515,938</u> |
| Creditors: amounts falling due within one year | 12 | (2,160) | (1,770) |
| Net current assets | | <u>258,826</u> | <u>514,168</u> |
| Total assets less current liabilities | | <u>258,826</u> | <u>514,168</u> |
| Total net assets | | <u><u>258,826</u></u> | <u><u>514,168</u></u> |
| Charity funds | | | |
| Restricted funds | 13 | 198,151 | 453,246 |
| Unrestricted funds | 13 | 60,675 | 60,922 |
| Total funds | | <u><u>258,826</u></u> | <u><u>514,168</u></u> |

The financial statements were approved and authorised for issue by the Trustees on 21/12/2021 and signed on their behalf by:

Nest Thomas

N Thomas
President

NMBlackamore

N Blackamore
Treasurer

The notes on pages 16 to 26 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The Federation of Museums and Art Galleries of Wales is a charity, formed in 1976 and registered in 2004 in Wales. The charity is governed by a constitution adopted in 2003 and amended in 2015 and 2018. The registered charity number is 1102270.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Federation of Museums and Art Galleries of Wales 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 relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.3 Expenditure (continued)

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.4 Government grants

Government grants are accounted for in the Statement of financial activities on receipt, with the expenditure accounted for as incurred.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Debtors

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

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.9 Financial instruments

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

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ | <i>Total funds 2020 £</i> |
|----------------------------|--|--|---------------------------------------|---------------------------------------|
| Donations | 8,630 | - | 8,630 | 10,543 |
| Government grants | - | 125,000 | 125,000 | 518,544 |
| Similar incoming resources | 4,473 | 18,590 | 23,063 | 578 |
| | <u>13,103</u> | <u>143,590</u> | <u>156,693</u> | <u>529,665</u> |
| <i>Total 2020</i> | <u>11,121</u> | <u>518,544</u> | <u>529,665</u> | |

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

4. Income from charitable activities

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|--|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from charitable activities - Conferences | 60 | 90 | 150 | 1,413 |
| <i>Total 2020</i> | 450 | 963 | 1,413 | |

5. Investment income

| | Unrestricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Investment income - bank interest | 44 | 44 | 169 |
| <i>Total 2020</i> | 169 | 169 | |

6. Analysis of grants

| | Grants to Institutions 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|-------------------|--|-----------------------------|-----------------------------|
| Grants | 393,475 | 393,475 | 158,583 |
| <i>Total 2020</i> | 158,583 | 158,583 | |

The Charity has made the following material grants to institutions during the year:

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Analysis of grants (continued)

| | 2021 £ | 2020 £ |
|-------------------------------|----------------|----------------|
| Name of institution | | |
| Nantgarw Chinaworks | 30,000 | - |
| Firing Line Museum | 30,000 | 1,490 |
| Internal Fire Museum of Power | 20,000 | - |
| St Winifreds | 20,000 | - |
| Rhyl Miniature Railway | 19,000 | 2,943 |
| Andrew Logan Museum | 17,383 | 15,360 |
| Judges Lodging | 11,938 | 9,762 |
| Royal Welsh Regimental Museum | 10,700 | 3,389 |
| Tillie Morrison | 10,502 | - |
| Cynon Valley Museum | 10,000 | 6,277 |
| Swansea University - Egypt | 10,000 | 326 |
| Plas Glyn y Weddw | 9,987 | - |
| Torfaen Museum Trust | 9,634 | 5,344 |
| Cyfarthfa Castle | 8,578 | 2,047 |
| Greenfield Valley | 8,077 | 110 |
| Museum of Modern art | 7,022 | - |
| Museum of Cardiff | 6,875 | 8,065 |
| RWF Museum | 5,353 | 8,301 |
| | 245,049 | 63,414 |
| Other grants to institutions | 148,426 | 95,169 |
| | 393,475 | 158,583 |

7. Analysis of expenditure on charitable activities

Summary by fund type

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|-------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Direct costs | 13,454 | 398,775 | 412,229 | 195,230 |
| <i>Total 2020</i> | <i>18,956</i> | <i>176,274</i> | <i>195,230</i> | |

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Analysis of expenditure by activities

| | Activities undertaken directly 2021 £ | Grant funding of activities 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|-------------------|--|---|---------------------------------------|---------------------------------------|
| Direct costs | 18,754 | 393,475 | 412,229 | 195,230 |
| <i>Total 2020</i> | <u>36,647</u> | <u>158,583</u> | <u>195,230</u> | |

Analysis of direct costs

| | Activities 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|---------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| Development officer | 6,000 | 6,000 | 16,065 |
| Conferences | 789 | 789 | 7,393 |
| Projects | - | - | 2,637 |
| Advocacy | 8,272 | 8,272 | 4,476 |
| Accountancy | 1,320 | 1,320 | 1,650 |
| Committee expenses | 112 | 112 | 1,749 |
| Bank Charges | - | - | 148 |
| Insurance | 448 | 448 | 448 |
| Publications and printing | 56 | 56 | 1,491 |
| Website | 552 | 552 | 287 |
| Sundry | 1,205 | 1,205 | 303 |
| | <u>18,754</u> | <u>18,754</u> | <u>36,647</u> |
| <i>Total 2020</i> | <u>36,647</u> | <u>36,647</u> | |

9. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £1,100 (2020 - £1,650).

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £1,704).

11. Debtors

| | 2021 £ | 2020 £ |
|--------------------------------|------------|------------|
| Due within one year | | |
| Prepayments and accrued income | 336 | 336 |
| | <u>336</u> | <u>336</u> |

12. Creditors: Amounts falling due within one year

| | 2021 £ | 2020 £ |
|------------------------------|--------------|--------------|
| Trade creditors | 840 | 120 |
| Accruals and deferred income | 1,320 | 1,650 |
| | <u>2,160</u> | <u>1,770</u> |

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Statement of funds

Statement of funds - current year

| | Balance at 1 April 2020 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 March 2021 £ |
|--------------------------------------|---------------------------------|----------------|------------------|--------------------------|-------------------------------------|
| Unrestricted funds | | | | | |
| General Funds - all funds | 60,922 | 13,207 | (13,454) | - | 60,675 |
| Restricted funds | | | | | |
| Art Fund Museum Development | - | 14,840 | (18,130) | 3,290 | - |
| Austerity | 2,975 | - | - | - | 2,975 |
| Resilience | 350,000 | - | (326,630) | (23,290) | 80 |
| European Museum of the Year Award | 1,730 | 3,750 | - | - | 5,480 |
| CMW | 687 | 90 | - | - | 777 |
| Welsh Museum Festival | 5,500 | 25,000 | (39,726) | 20,000 | 10,774 |
| Spotlight | 15,152 | - | (8,100) | - | 7,052 |
| ASG | 72,202 | - | (5,176) | - | 67,026 |
| T&G grants | 5,000 | - | (1,013) | - | 3,987 |
| CCF | - | 100,000 | - | - | 100,000 |
| | 453,246 | 143,680 | (398,775) | - | 198,151 |
| Total of funds | 514,168 | 156,887 | (412,229) | - | 258,826 |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

13. Statement of funds (continued)

The restricted funds include:

Art Fund Museum Development - aims to support museums to effective reopening, meeting audience needs, and developing a sustainable offer.

Austerity - aims to research local authority museum expenditure to gauge the impact of austerity measures imposed on local government.

Resilience - a grant scheme to help independent museums overcome negative impacts to their operations resulting from the Covid-19 Coronavirus epidemic and to enable eligible organisations to deliver services to their communities and users.

European Museum of the Year Award Fund - aims to provide funding for members to attend the European Museum of the Year Award, For the first time in its history, the EMYA Conference and Awards Ceremony will take place in Cardiff.

CCF - aims to continue the work of CMW by supporting and promoting the work and collections of Welsh museums .

Welsh Museum Festival - aims to raise awareness and highlight the positive impacts of Welsh Museums to visitors, stakeholders and the media and to support member Museums to offer creative opportunities for visitors .

Spotlight - aims to undertake a comprehensive survey of Wales' museums, and was undertaken in 2006, 2011 and 2015. We need up to date data to advocate effectively for the sector.

ASGt - aims to enable museums to comply with standards set out in the Accreditation Scheme for Museums in the UK, and to demonstrate best practice within the scheme.

T&C Grants - aims to support member Museums staff and /or volunteers to external training and/or conferences .

THE FEDERATION OF MUSEUMS AND ART GALLERIES OF WALES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Statement of funds (continued)

Statement of funds - prior year

| | <i>Balance at 1 April 2019 £</i> | <i>Income £</i> | <i>Expenditure £</i> | <i>Balance at 31 March 2020 £</i> |
|------------------------------|--|---------------------|--------------------------|---|
| Unrestricted funds | | | | |
| General Funds - all funds | 68,138 | 11,740 | (18,956) | 60,922 |
| | <u>68,138</u> | <u>11,740</u> | <u>(18,956)</u> | <u>60,922</u> |
| Restricted funds | | | | |
| Restricted Funds - all funds | 110,013 | 519,507 | (176,274) | 453,246 |
| | <u>110,013</u> | <u>519,507</u> | <u>(176,274)</u> | <u>453,246</u> |
| Total of funds | <u>178,151</u> | <u>531,247</u> | <u>(195,230)</u> | <u>514,168</u> |

14. Analysis of net assets between funds

Analysis of net assets between funds - current year

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ |
|-------------------------------|--|--|---------------------------------------|
| Current assets | 62,835 | 198,151 | 260,986 |
| Creditors due within one year | (2,160) | - | (2,160) |
| Total | <u>60,675</u> | <u>198,151</u> | <u>258,826</u> |

Analysis of net assets between funds - prior year

| | <i>Unrestricted funds 2020 £</i> | <i>Restricted funds 2020 £</i> | <i>Total funds 2020 £</i> |
|-------------------------------|--|--|---------------------------------------|
| Current assets | 62,692 | 453,246 | 515,938 |
| Creditors due within one year | (1,770) | - | (1,770) |
| Total | <u>60,922</u> | <u>453,246</u> | <u>514,168</u> |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Related party transactions

Due to the nature of the charity, the museums or organisations employing nine Trustees, J Taylor, N Thomas, R Rogers, N Blackmore, E Barnes, V Rogers, R Davies, M Mason and C Morgan, received grants totaling £36,350. The museum employing N Thomas, one of the trustees, also received a payment of £788 for holding the Federation Conference. There were no outstanding balances for related party transactions at year end.