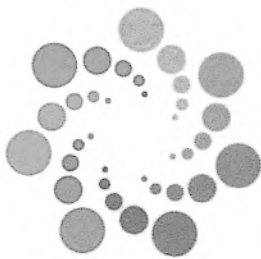


**The Association for Science and Discovery Centres**

Report and Unaudited Financial Statements

Year Ended

31 March 2022



Association for  
**Science and  
Discovery Centres**

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**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**  
**Report of the Trustees for the year ended 31 March 2022**

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The Trustees present their report and financial statements for the year ended 31 March 2022. These have been subject to independent examination.

**Charity name:** The Association for Science and Discovery Centres

**Charity registration number:** 1129312

**Company registration number:** 6798106 (England and Wales)

**Registered Office and operational address:** Suite 101 QC30  
30 Queen Charlotte Street  
Bristol BS1 4HJ

**Bankers:** Co-operative Bank  
PO Box 250, Skelmersdale  
Lancashire WN8 6WT  
  
Barclays Bank  
Bristol Queens Square RMS 2  
Leicester LE87 2BB

**Accountant:** Blenheim, Chartered Accountants  
Elm House, 10 Fountain Court  
New Leaze, Bradley Stoke  
Bristol BS32 4LA

*ASDC Website – [www.sciencecentres.org.uk](http://www.sciencecentres.org.uk)*

**Trustees and Directors**

Stephen Breslin (Chair)	Glasgow Science Centre
Scot Owen (Treasurer)	Xplore! Science Discovery Centre
Charles Bishop	National Space Centre
Dr Jennifer Chambers	STFC (appointed 1 September 2021)
Dr Hermione Cockburn	Dynamic Earth
Linda Conlon	Centre For Life
Bryan Davies	Catalyst Science Discovery Centre
Victoria Denoon	W5 (appointed 1 September 2021)
Tudor Gwynn	Eureka!
Bridget Holligan	Science Oxford
Joanne Quinton-Tullock	National Science & Media Museum
Alison Robinson	NERC (Resigned 1 September 2021)
Bryan Snelling	Aberdeen Science Centre (Appointed 1 September 2021)
Donna Speed-Grenfell	We The Curious

**Secretary**

Dr Penny Fidler (resigned 21 April 2021)  
Dr Hermione Cockburn (appointed 21 April 2021)

**Executive Team**

Dr Penny Fidler, CEO (resigned 24 April 2021)  
Shaaron Leverment, Acting CEO (from 26 April 2021), CEO (from 1 April 2022)

## **Structure, Governance and Management**

### *Governing document*

The Association for Science and Discovery Centres (ASDC) is a charitable company limited by guarantee, incorporated and registered as a charity on 21 January 2009. It is governed by its Memorandum and Articles of Association.

### *Appointment of Trustees*

Under the requirements of ASDC's Memorandum and Articles of Association there shall be no fewer than eight and not more than sixteen Trustees in office.

One third of the Trustees retire from office each year, being those who have been longest in office since their appointment. A retiring Trustee is eligible for re-election.

### *Induction of Trustees*

Trustees are invited to meet the executive team and familiarise themselves with the aims of the organisation. They are given an induction pack which includes the Memorandum and Articles of Association (which includes the objects of the Charity); Charities Commission guidelines on becoming a Trustee; and forms for signature.

### *Management*

The board of trustees delegate day to day decisions to the senior management team who report back to the board when the board meets on a quarterly basis. The board of trustees are responsible for setting the pay for the Chief Executive taking into account the responsibilities of the role.

## **Objectives and Activities**

### *Objectives of the organisation*

The Association for Science and Discovery Centres (ASDC) exists to serve and support the ASDC membership by fostering learning, innovation and shared practice within the field of science, technology, engineering and mathematics education and engagement for the public benefit.

The trustees have had regard to Charity Commission guidance on public benefit and report on these activities below.

- *ASDC Vision* - A society where science is accessible, inclusive and valued by all as a fundamental part of everyday life.
- *ASDC Mission* - To champion our members, bringing them together to achieve collective impact and reach through connection, advocacy and insight.
- *ASDC Values* – These provide a values screen that lens the work taking place and working practices:  
Inclusion – Connection - Collaboration - Innovation - Sustainability

## **Principal risks and uncertainties**

Risks are addressed on a case-by-case basis and any relevant changes to systems or procedures are made to manage those risks. The Charity's risk register is reviewed at every meeting of the Board of Trustees (the "Board"). The major risks to which the charity is exposed are:

- The lack of sustainable core funding and reliance on project delivery.
- Small team and high workloads increase risk of long working hours, stress and high staff turnover in recent years.
- The impact of Covid-19 and the current economic climate on membership and ASDC funding sources.

## **Operational Report**

### **Overview**

The Association for Science and Discovery Centres (ASDC) is the vibrant national charity that brings together the UK's leading science engagement organisations to play a strategic role in the nation's engagement with science. The ASDC membership includes independent and non-independent UK science centres, science museums, environment centres (e.g. eco-attractions), learned societies and research councils. In recent years, together the ASDC network has engaged over 25 million people each year, with science, technology, engineering and maths (STEM) through their science exhibitions and activities via school, public and community engagement programmes.

From 2021-2022, ASDC has worked to our mission of bringing together the ASDC membership by creating and running regular knowledge exchange and professional development events, leading national STEM projects, and facilitating ongoing opportunities for collaboration, connection and innovation via a number of digital platforms. The majority of our events and programming took place online during this year, including the 2021 national conference. These events promote professional development and networking within the membership, alongside opportunities to work with funders, research councils, wider networks and government advocates. Together we aim to raise the profile of our sector and to promote a culture of accessible science for all.

ASDC has an office in central Bristol and has experienced a great deal of change within the executive team. A focus of activity and resource has been on internal staff restructure and wellbeing due to the loss of 2 key full-time members of the team:

- Dr Penny Fidler (CEO) who resigned in March 2021, working until April 2021
- Abi Ashton (Project Manager) who resigned March 2021, working until June 2021

The remaining executive team for the year under review comprised of:

- Acting CEO (promoted April 2021) (0.8 FTE).
- Executive Assistant, promoted to project manager (August 2021) (1.0 FTE)
- Destination Space Project manager appointed September 2021 (0.4 FTE)
- Communication and digital manager (0.6 FTE increased to 0.8 FTE in July 2021)
- Office and projects administrator (appointed 0.83 FTE in October 2021)

### *Bringing the membership together*

Our core values commit ASDC to promoting connection, collaboration, inclusion, sustainability and innovation across the sector. We continue to grow opportunities for members to share inspiring practice, ideas and experiences across our national network (and wider). Between April 2021 and March 2022, ASDC convened a variety of professional development and knowledge exchange events, meetings and forums for science engagement practitioners across the UK. For example:

- Bringing together strategically placed individuals from each member organisation into an Ambassadors network to share aims, priorities and work collectively towards common goals.
- Individual CPD and support events such as:
  - In depth discussion on best practice and technology useful for delivering highly professional, interactive digital school engagements
  - Staff wellbeing and working practices sessions across the sector
  - CEO and senior leaders breakfast meetings
- Monthly members-only meetings on a variety of topics for professionals working at different levels and within breadth of different departments within the membership
- Supporting benchmarking requests across the sector (for example, pay scales and benefits for the recruitment and retention of staff)

ASDC also has a continued, increasing commitment to regular communications with members across a number digital platforms such as the [ASDC newsletter](#) and social media channels [Twitter](#), [Facebook](#) and [LinkedIn](#). Websites and shared resource spaces also include:

- The [ASDC Website](#) and [Futures Website](#): updated to enable a more efficient UX for members to access up-to-date resources, funds, jobs, information and to re-energise our brand and what we stand for visitors from outside our sector.
- [Accessibility Hub](#): set up supported by STFC in 2020. "Small changes, big impact" this resource supports science centres and museums on their journey to becoming fully accessible social spaces.
- [The Inclusion Portal](#): A resource to share evidence and learning from EYU4 (STFC) and the wider sector. Consulted on by research and practice leaders in the field of equity and inclusion.
- [The Climate Hub](#): A hub for science engagement professionals to share activities, resources, carbon-cutting-measures and external events on climate and COP26 for a collective approach. Funded by Scottish Government and updated with support from NERC.
- The Equity@Ecsite collective: funded by a collaborative grant from Ecsite, maintained a growing Basecamp resource, a draft website known as the 'Diversci' framework – due for future finalisation and launch - and an associated bi-monthly informal/drop-in [Community of Practice](#).

The ASDC 2021 National Conference ran virtually (online) with the theme 'Sustainable Futures' on 24<sup>th</sup> & 25<sup>th</sup> November. Three key strands were highlighted from the theme, with parallel session and keynotes driven from membership interests:

- Sustainable Futures: Resilience.
- Sustainable Futures: Diversity.
- Sustainable Futures: Environment.

#### *Listening to the membership*

A listening project took place to uncover the value of ASDC for current and potential members, including member successes, ambitions and challenges, and to identify how ASDC could better serve its members in the future. A survey was sent across the members, alongside a number of informal interviews with CEOs and senior managers. ASDC uncovered that the most valued benefits of ASDC membership were:

1. Networking opportunities (87.7%).
2. Being part of ASDC Projects (75.6%).
3. Opportunities for CPD (56.1%).

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**  
**Report of the Trustees for the year ended 31 March 2022 (continued)**

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Wider opportunities that ASDC could provide the following, and lensed this year's activities accordingly:

1. Supporting funding to reach diverse audiences.
2. Support to write better applications using the experience of members.
3. Support to share ideas and navigate the sustainability of operations in an increasingly digital world.
4. Benchmarking against other science centres for activities and knowledge sharing.

*National and International STEM Programmes*

ASDC continues to run National Programmes that align with our vision, mission and values. Projects enable us to deliver sector-wide support, share knowledge, bring together communities of practice, and contribute to the sustainability of the charity.

- Explore Your Universe, Phase 4 (EYU4)

Funded by the Science and Technology Facilities Council (STFC), this programme worked with 8 science centres and places participation, equity and inclusion at the heart of engagement with STFC science. The methodology works with a multiple engagement model, allowing the time for science centres to build equitable partnerships with local communities and pushing the boundaries of their participatory practice. Outcomes for participants included increased pride, ownership, skills, science learning, belonging, confidence, agency and connection to science. Case studies, evaluation methods and learning from this programme can be found at: <https://inclusion.sciencecentres.org.uk>

- Project Inspire

In collaboration with the Inspiring Science Fund, a partnership between UKRI and Wellcome, this programme launched in September 2020 and closed in October 2021. It has 2 distinct strands of work:

- ASDC Emerging Leaders Programme - an investment into the professional development, providing skills, approaches and practices to nurture and support the inclusive and innovative science centre leaders of our future.
- A Digital Engagement and Innovation Programme – ASDC selected eight science centres to deliver innovative digital projects that open-up new participatory ways of engaging and involving their underserved audiences. Each centre was awarded a grant of £15,000 to fund their work, and were further supported by ASDC with ideation sessions, masterclasses and informal drop-in sessions to assist them as they pilot new digital methods and work to engage their communities with science.

- Destination Space

Funded by the UK Space Agency, Destination Space 3 launched in October 2021, working across nine science and discovery centres and museums in a 6 month programme, this programme focussed on schools and family engagement, playing to the current strengths within individual science centre delivery partners and focussing on the content areas of the James Webb Space Telescope, UK Spaceports and Climate from space. Over 67,000 people (93% in-person) took part in Destination Space 3, with 82% of participants strongly agreeing/agreeing that space science is relevant to their own lives.

- Operation Earth

Funded by NERC, Operation Earth 2.5 launched in September 2021, working across 10 science centres and reaching over 67,000 people with a significant impact on participant interest in climate and environmental science, with 92% strongly agreeing/agreeing that climate and environmental science has a strong connection to their own lives. Staff development, relationships-building and confidence for science centre staff were also key outputs for this programme.

Equity@Ecsite

ASDC has been an integral part of this core advocacy group since 2016 and wrote a successful Collaborative Grant application to Ecsite for 2020 to enable the development of the 'Diversci' framework (chosen to emphasise Diversity, Inclusion, Values, Equity & Responsibility in Science Communication). Led by ASDC, this framework was piloted across 17 European organisations during 2020 and into 2021, with workload during 2021 focussed on the finalising of the framework due to be launched May 2022.

*Advocacy for science and discovery centres*

Lobbying continues, following the Parliamentary debate held on 24th March 2021, further meetings were held such as:

- 28<sup>th</sup> June, Shaaron Leverment and Chas Bishop virtually met with Michelle Donelan MP (Minister for Universities), Caroline Dinenage MP (Minister for Digital and Culture) and Amanda Solloway MP (Minister for Science, Research and Innovation) and Ben Spencer MP.
- 17<sup>th</sup> August, Shaaron Leverment, Chas Bishop and Bridget Holligan met again with Dr Ben Spencer MP with a view to bringing together a lobbying policy document.

## Financial Overview

*Overview*

The total income for the period was £448,087 (2021: £571,994). Total expenditure for the year was £525,897 (2021: £647,388) giving a deficit of £77,810 (2021: deficit of £75,394). The increased deficit is a result of the additional costs incurred during the change of CEO and a reduced number of projects running during 2021-2022.

*Reserves and Investment Policies*

In order to provide on-going financial stability, the organisation aims to hold reserves at a level that will provide funds to cover a minimum of twelve months of costs in the event of a failure to secure funding. At year end we had £140,636 (2021: £156,232) in unrestricted reserves which, along with expected income during the current year, we consider sufficient.

The organisation does not currently have a formal investment policy.

## Future Plans

The founding CEO Dr Penny Fidler left the organisation on 24<sup>th</sup> April 2021. With the extended period of Science and Discovery Centre closures and change of the executive team, the acting CEO was in post for the remainder of the financial year to deliver committed projects and support the staff. Shaaron Leverment was then recruited into the permanent role in April 2022.

Future plans include:

1. Definition and progression of strategic goals to be outlined in full at the AGM (2022) .
2. Supporting the resilience and wellbeing of the flourishing network of member.
3. Promoting greater connection and collaboration within and across our sector of science centres and science museums.
4. Launch of the 'Diversci' framework and associated LinkedIN groups for European EDI collective practice.
5. Diversification of the membership, including increasing associate membership, national partnership and conference sponsorship as sources of core funding.
6. Successful delivery of an in-person conference at Glasgow Science Centre.
7. Constitutional updates, acceptance of refreshed articles of association and diversification of the board of trustees.
8. Securing additional sources of project funding and forging new relationships with funders that align our mission and values.
9. Raising the profile of the sector for reaching diverse audiences and promoting wider participation with science.
10. Continuing to champion the cultural and social impact of the national ASDC membership, for wider recognition for the sector.

#### **Statement of trustees' responsibilities**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP FRS102 (effective 1 January 2019);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

### Small Company Exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees and signed on its behalf by:



Trustee – Stephen Breslin

Date: 9<sup>th</sup> November 2022

**Independent examiner's report to the Trustees of The Association for Science and Discovery Centres**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 11 to 20.

*Responsibilities and basis of report*

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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


*Independent examiner's statement*

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am member of the ICAEW, which is one of the listed bodies.

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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed: 

Stuart Crisp BSc FCA  
Corrigan Accountants Limited  
First Floor  
25 King Street  
Bristol BS1 4PB

Date: 9 November 2022

THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES

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

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Income from</b>					
Charitable activities	3	-	374,212	374,212	527,732
Other trading activities	4	73,875	-	73,875	44,262
<b>Total income</b>		<b>73,875</b>	<b>374,212</b>	<b>448,087</b>	<b>571,994</b>
<b>Expenditure on</b>					
Charitable activities		86,562	439,335	525,897	647,388
<b>Total expenditure</b>	5	<b>86,562</b>	<b>439,335</b>	<b>525,897</b>	<b>647,388</b>
<b>Net expenditure</b>		<b>(12,687)</b>	<b>(65,123)</b>	<b>(77,810)</b>	<b>(75,394)</b>
Transfers between funds		(2,909)	2,909	-	-
<b>Net movement in funds</b>		<b>(15,596)</b>	<b>(62,214)</b>	<b>(77,810)</b>	<b>(75,394)</b>
Total funds at 1 April 2021		156,232	62,214	218,446	293,840
<b>Total funds at 31 March 2022</b>	14	<b>140,636</b>	<b>-</b>	<b>140,636</b>	<b>218,446</b>

All income and expenditure is derived from the charity's continuing activities.  
All gains and losses recognised during the year are included above.

The notes on pages 14 to 20 form part of these financial statements.

## Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors	9	113,457	199,158
Cash and bank balances		113,029	232,061
		<u>226,486</u>	<u>431,219</u>
<b>Creditors: amounts falling due within one year</b>	10	(85,850)	(212,773)
<b>Net current assets</b>		<u>140,636</u>	<u>218,446</u>
<b>Net assets</b>		<u>140,636</u>	<u>218,446</u>
<b>Funds of the charity</b>			
Restricted funds	12	-	62,214
Unrestricted funds			
General funds	12	140,636	156,232
<b>Total charity funds</b>	12	<u>140,636</u>	<u>218,446</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

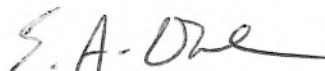
- (a) Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Trustees, and authorised for issue, on and were signed on its behalf by:



Trustee – Stephen Breslin



Trustee – Scot Owen

9 November 2022

The notes on pages 14 to 20 form part of these financial statements.

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**  
**Statement of Cash Flows for the year ended 31 March 2022**

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	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Net movement in funds</b>	<b>(77,810)</b>	<b>(75,394)</b>
Adjustments for:		
Decrease/(increase) in debtors	85,701	(50,121)
Increase/(decrease) in creditors	(126,923)	140,582
	<hr/>	<hr/>
Net cash provided by operating activities	(119,032)	15,067
	<hr/>	<hr/>
Cash at the beginning of the year	232,061	216,994
	<hr/>	<hr/>
Cash at the end of the year	113,029	232,061
	<hr/>	<hr/>

## 1 Accounting policies

### *Basis of accounting*

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with Financial Reporting Standard applicable in UK and Ireland (FRS102) (Effective January 2019) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS102) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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

The Association for Science and Discovery Centres meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policies.

### *Going concern*

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The COVID-19 pandemic had a significant impact on the economy, which in turn did affect the charity. The trustees have considered the impact of this issue on the charity's current and future financial position. As with previous years, much of the charity's income for the next 12 months is agreed and the charity held unrestricted reserves of £140,636 at 31 March 2022. Whilst there is a reserve level at which the trustees will trigger a meeting of the ASDC Board Finance Group to review the going concern of the organisation, they have already taken action to increase income through new membership categories that will bring in recurring revenue alongside the opportunity to source and accept additional project income. The Trustees, therefore, consider that the charity has sufficient reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

### *Income*

Income comprises

- (a) Revenue grants in respect of the science and discovery centre projects;
- (b) Membership and conference delegate fees.

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy when any performance criteria or conditions attached to the income have been met or are fully within the control of the charity, and when receipt of the income is considered to be probable.

Income received in advance for contracts and where criteria or conditions are attached to the income is deferred until the conditions or criteria for recognition are met.

### *Fund accounting*

Unrestricted General Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Restricted funds are funds which have been given for a specific purpose by the donor or statutory body. Expenditure which meets these criteria is charged to the fund, together with fair allocation of management and support costs on an employee basis. Descriptions of the restricted funds are contained in the trustees' report.

*Resources expended*

External costs of projects are those costs directly incurred in connection with the various projects carried out by the Charity.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is charged directly to the projects where possible. Irrecoverable VAT is treated as a cost to the charity and analysed between appropriate expenditure headings.

Governance costs are those costs incurred in connection with compliance with constitutional and statutory requirements and have been allocated against Charitable Activities.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, together with a fair allocation of management and support costs on an employee basis.

*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.

*Debtors*

Grant and contract debtors are recognised at the settlement amounts due after any discounts. Prepayments are valued at the amount prepaid after taking account of any discounts due.

*Cash at bank and in hand*

Cash at bank and in hand includes cash or short term deposits with maturity date less than 3 months from the opening of the deposit.

*Creditors*

Creditors and provision are recognised when the charity has a present obligation resulting from a past event that will probably result in a transfer to a third part in settlement of the obligation and when it can be measured reliably. Creditors and provisions are normally recognised at their settlement amount after any discounts due.

*Pension scheme*

The charity pays contributions into a group personal pension scheme on behalf of the employees. Contributions payable are charged to the Statement of Financial Activities in the period to which they relate.

*Operating leases*

Rentals payable under operating leases are charged to the SOFA over the period in which the cost is incurred.

## 2 Legal status of the charity

The charity is a private company limited by guarantee and has no share capital. Details of the charity's registered office and registered number are given in the Report of the Trustees. In the event of the charity being wound up, the liability on respect of the guarantee is limited to £1 per member.

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2022 (continued)**

**3 Charitable activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Grants	-	374,212	374,212	527,732
	<u>-</u>	<u>374,212</u>	<u>374,212</u>	<u>527,732</u>

During the year income was received towards running the charity and certain activities the charity undertakes. Of the £374,212 received in 2022, £Nil is included within unrestricted funds (2021: £Nil) and £374,212 has been received that is restricted to certain projects (2021: £527,732). Funds are claimed and recognised as contractual obligations are met.

**4 Other trading activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Membership income	34,395	-	34,395	31,990
Annual conference	14,082	-	14,082	-
Job retention scheme grants	1,247	-	1,247	11,561
Other income	24,151	-	24,151	711
	<u>73,875</u>	<u>-</u>	<u>73,875</u>	<u>44,262</u>

**5 Expenditure**

	External cost of projects £	Support costs £	2022 £	2021 £
Purchases	266,647	6,931	273,578	248,570
Salaries (incl. employer's NI)	-	154,112	154,112	258,455
Pension contribution	-	6,110	6,110	9,234
Recruitment and temporary staff	3,225	2,526	5,751	400
Staff training and welfare	700	46	746	1,519
Travel and subsistence	3,506	1,843	5,349	(413)
Entertaining	-	483	483	222
Premises costs	-	18,834	18,834	18,359
Telephone and fax	-	4,100	4,100	4,829
Postage and stationery	25	9	34	189
Subscriptions	1,687	2,480	4,167	2,439
Bank charges	-	529	529	99
Irrecoverable VAT	10,012	5,970	15,982	22,996
Insurance	-	4,608	4,608	4,443
Computer costs	1,365	5,987	7,352	6,316
Sundry expenses	-	172	172	192
Accountancy fees	8,024	5,780	13,804	17,221
Consultancy fees	-	-	-	1,965
Advertising and PR	-	-	-	440
Other marketing costs	6,172	1,520	7,692	34,096
Legal and professional fees	-	2,494	2,494	15,817
	<u>301,363</u>	<u>224,534</u>	<u>525,897</u>	<u>647,388</u>

**5 Expenditure (continued)**

Of the £525,897 expenditure, £86,562 has been charged to unrestricted funds (2021: £149,322) charged to unrestricted funds) and £439,335 has been charged to restricted funds (2021: £498,066 charged to restricted funds).

**6 Taxation**

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

**7 Net incoming resources**

Net incoming resources are stated after charging:-	2022 £	2021 £
Cost of independent examination	1,300	1,300
Directors' remuneration	-	-
Operating leases	11,000	11,000
	<u>11,000</u>	<u>11,000</u>

**8 Salaries**

	2022 £	2021 £
Salaries	142,215	240,944
Social security costs	11,897	17,511
Pension contributions	6,110	9,234
	<u>160,222</u>	<u>267,689</u>

The staff costs of the charity are shown above. The average number of employees (and full time equivalents) in the year was:

	2022 number	2021 number
Management	2	2
Administration	3	3
	<u>5</u>	<u>5</u>
Full time equivalent	3.6	4.2

Number of employees with emoluments (excluding Employers' pension)	2022 number	2021 number
Between £40,000 and £50,000	1	-
Between £110,000 and £120,000	-	1
	<u>1</u>	<u>1</u>

The key management personnel of the charity are the trustees, the Chief Executive Officer and the Acting Chief Executive Officer. The total employee benefits paid to the key management personnel were £77,929 (2021: £146,684).

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2022 (continued)**

**9 Debtors: amounts falling due within one year**

	2022 £	2021 £
Trade debtors	105,642	191,695
Other debtors and prepayments	7,815	7,463
	<u>113,457</u>	<u>199,158</u>

**10 Creditors: amounts falling due within one year**

	2022 £	2021 £
Trade creditors	78,870	146,009
Tax and social security	4,168	6,399
Other creditors	1,485	2,102
Accruals and deferred income	1,327	58,263
	<u>85,850</u>	<u>212,773</u>

**11 Commitments under operating leases**

At 31 March 2022 the charity had total commitments under operating leases as set out below:

	2022 £	2021 £
Operating lease commitments	<u>11,000</u>	<u>11,000</u>

**12 Statement of funds**

	At 1 Apr 21 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 22 £
<i>Unrestricted funds</i>					
General funds	<u>156,232</u>	<u>73,875</u>	<u>(86,562)</u>	<u>(2,909)</u>	<u>140,636</u>
<i>Restricted funds</i>					
Explore Your Universe 4	-	94,990	(94,990)	-	-
Inspire	58,471	74,949	(133,420)	-	-
ISEN	-	-	(2,000)	2,000	-
Project Lightyear	-	-	(350)	350	-
NERC 2	-	1,983	(1,983)	-	-
NERC 2.5	-	122,370	(122,370)	-	-
Destination Space 2B	-	-	(283)	283	-
Destination Space 2C	-	-	198	(198)	-
Destination Space 3	-	79,920	(79,637)	(283)	-
STFC 2020	3,743	-	(4,500)	757	-
	<u>62,214</u>	<u>374,212</u>	<u>(439,335)</u>	<u>2,909</u>	<u>-</u>
<b>Total funds</b>	<u><b>218,446</b></u>	<u><b>448,087</b></u>	<u><b>(525,897)</b></u>	<u><b>-</b></u>	<u><b>140,636</b></u>

*Transfers between funds*

Expenditure in excess of restricted funding received has been transferred from unrestricted funds.

*Restricted funds*

Details of the larger restricted funds are included in the Report of the Trustees on pages 6 and 7.

**Comparative statement of funds**

	At 1 Apr 20 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 21 £
<i>Unrestricted funds</i>					
General funds	261,307	44,312	(149,322)	(65)	156,232
<i>Restricted funds</i>					
Climate Hub	8,560	-	(8,560)	-	-
Engaging Environments	-	(50)	(15)	65	-
Explore Your Universe 4	1,295	99,995	(101,290)	-	-
Forum: Impact Survey	(2,695)	8,050	(5,355)	-	-
Inclusion	-	2,558	(2,558)	-	-
Inspire	-	174,881	(116,410)	-	58,471
ISEN	-	2,000	(2,000)	-	-
Mars	-	990	(990)	-	-
NERC 2	9,514	68,593	(78,107)	-	-
Science Museum Group Acad	18,666	5,000	(23,666)	-	-
Destination Space 2B	(42,358)	99,997	(57,639)	-	-
Destination Space 2C	8,883	36,264	(45,147)	-	-
STFC 2020	30,668	-	(26,925)	-	3,743
STFC 2021	-	29,404	(29,404)	-	-
	32,533	527,682	(498,066)	65	62,214
<b>Total funds</b>	<b>293,840</b>	<b>571,994</b>	<b>(647,388)</b>	<b>-</b>	<b>218,446</b>

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2022 (continued)**

**13 Analysis of prior year statement of financial activities**

	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income from</b>			
Charitable activities	-	527,732	527,732
Other trading activities	44,312	(50)	44,262
<b>Total income</b>	<b>44,312</b>	<b>527,682</b>	<b>571,994</b>
<b>Expenditure on</b>			
Charitable activities	149,322	498,066	647,388
<b>Total expenditure</b>	<b>149,322</b>	<b>498,066</b>	<b>647,388</b>
<b>Net expenditure</b>	<b>(105,010)</b>	<b>29,616</b>	<b>(75,394)</b>
Transfers between funds	(65)	65	-
<b>Net movement in funds</b>	<b>(108,075)</b>	<b>29,681</b>	<b>(75,394)</b>
Total funds at 1 April 2020	261,307	32,533	293,840
<b>Total funds at 31 March 2021</b>	<b>156,232</b>	<b>62,214</b>	<b>218,446</b>

**14 Funds**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Fund balances are represented by:				
Current assets	226,486	-	226,486	431,219
Current liabilities	(85,850)	-	(85,850)	(212,773)
	<b>140,636</b>	<b>-</b>	<b>140,636</b>	<b>218,446</b>

**15 Pensions**

The pension charge amounted to £6,110 (2021: £9,234). At the year-end £1,089 (2021: £1,420) was outstanding.

**16 Trustees' Remuneration and Benefits**

There was no trustees' remuneration, benefits or expenses for the year ended 31 March 2022, nor for the year ended 31 March 2021.

**17 Related party transactions**

There were no related party transactions during the year ended 31 March 2022, nor for the year ended 31 March 2021.

