

**The Association for Science and Discovery Centres**

Report and Unaudited Financial Statements

Year Ended

31 March 2023



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 2023**

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The Trustees present their report and financial statements for the year ended 31 March 2023. 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
Dr Hermione Cockburn (Honorary Secretary)	Dynamic Earth
Linda Conlon	Centre For Life
Bryan Davies	Catalyst Science Discovery Centre (resigned 28 Sept. 22)
Victoria Denoon	W5
Tudor Gwynn	Eureka!
Bridget Holligan	Science Oxford
Hassan Joudi	WSP (appointed 7 December 22)
Sheila Kanani	Royal Astronomical Society (appointed 7 December 22)
Joanne Quinton-Tullock	National Science & Media Museum
Bryan Snelling	Aberdeen Science Centre
Donna Speed-Grenfell (Deputy Chair)	We The Curious
Savita Willmott	Natural History Consortium (appointed 7 December 22)

**Secretary**

Dr Hermione Cockburn

**Executive Team**

Shaaron Leverment, CEO

## **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 for a three-year period, unless they have served as a Trustee for a nine-year period, in which case they must retire from the Board of Trustees.

### *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.
- The impact of 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, the ASDC network has engaged over 25 million children and adults each year, with science, technology, engineering and maths (STEM) through their science exhibitions and activities via school, public and community engagement programmes.

From 2022-2023, ASDC has worked to the 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 events and programming take place online, with a number of Board-level meetings and the National Conference in 2022 taking place in-person following the release of all Covid restrictions. 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 maintained the same core team since April 2021. There have been a number of role changes following the appointment of Shaaron Leverment to the Chief Executive role in April 2022:

- Chief Executive (appointed from Acting CEO, 01 April 2022) (0.6 FTE)
- Project Manager (1.0 FTE)
- Project Director (promoted from Project Manager 11 April 2022) (0.4 FTE)
- Head of Communications (promoted from Communication and digital manager, 04 April 2022) (0.8 FTE)
- Business Manager (promoted from Office and projects administrator, 01 August 2022) (0.8 FTE)

### **Membership 2022-2023**

ASDC increased its membership fees by 30% in April 2022 and evolved the membership structure to include a new, third tier of membership for more commercial organisations to enhance core funds to the organisation.

1. Core Members: primarily science and discovery centres and museums.
2. National partners: national STEM partners who share ASDC values and vision.
3. Associate members: commercial organisations that wish to support ASDC and/or who provide key services to organisations within the sector.

During 2022-2023 membership was strong with subscriptions at more than £50,000 for the first time in ASDC history, from 44 core members and national partners and 11 new associate members of ASDC.

*Bringing the membership together*

ASDC core values commit to promoting connection, collaboration, inclusion, sustainability and evidence-based practice across the sector. ASDC continued to grow opportunities for members to share inspiring practice, ideas and experiences across the national network and wider. Between April 2022 and March 2023, ASDC convened a variety of professional development and knowledge exchange events, meetings and forums for science engagement practitioners across the UK. For example:

- Building communities of practice to share aims and priorities, areas of challenge and opportunities for collaborative practice towards common goals including:
  - The Ambassadors Network
  - Volunteers Network
  - Diversity, Equity, Access and Inclusion advocates
  - Decarbonisation Group
  - Education Network
  - Marketing Network
- Individual CPD and support events such as:
  - Management Masterclasses for emerging leaders
  - Ambassador and CEO 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 the recruitment and retention of diverse staff with specialist forums for HR and access to the Evenbreak Best Practice Portal of resources.

ASDC continues with increasing commitment to provide mechanisms for regular communications with members across a number digital platforms such as the ASDC newsletter and social media channels Twitter and LinkedIn. Websites and shared resource spaces include:

- The ASDC Website: Our main broadcast platform for events, projects, news and shared resources.
- Accessibility Hub: “Small changes, big impact” supporting science centres and museums on their journey to becoming fully accessible social spaces.
- The Inclusion Portal: Shared learning on equitable and inclusive practice.
- The Climate Hub: carbon-cutting measures, engagement resources and external events on climate action for a collective approach.
- The Diversci collective: a pan-European collective, resource hub and associated bi-monthly informal/drop-in Community of Practice of which ASDC is a founding contributor.

The ASDC 2022 National Conference was hosted by Glasgow Science Centre on 28<sup>th</sup> and 29<sup>th</sup> September 2022. The theme was ‘Inspiring a new culture of science’. The conference included in-depth workshops, activities, the AGM, a networking dinner and 2 full days of inspiring keynotes, discussion tables, lightning talks and workshops:

- 165 delegates
- 85 organisations
- 3 keynote speakers
- 79 speakers
- 47 workshops, talks and presentations.

*Diversification of the ASDC Board: Trustee Recruitment*

During 2022-2023, ASDC refreshed the articles of association to allow for non-members to sit on the ASDC Board of Trustees. The new articles of association were accepted at the AGM (28<sup>th</sup> September 2022) and were submitted to Companies House and the Charities Commission, along with the resolution adopting the new articles. Trustee recruitment launched for three new ASDC trustees to support skills and experience gaps and promote an external perspective on the governance of the charity. Following the recruitment process, an Extraordinary General Meeting (EGM) was held for the membership to vote on the acceptance of three new trustees. The EGM was held on 7<sup>th</sup> December 2022.

*Advocacy for science and discovery centres*

Following the Parliamentary debate (held on 24th March 2021) and ongoing communications with Dr Ben Spencer MP, ASDC continues to explore opportunities that may lead to core funding or financial support for ASDC and our wider network. Advocacy focusses on the value of science and discovery centres and museums for EDI, through school, family and youth engagement with communities traditionally underrepresented in STEM and the STEM workforce.

During 2022, ASDC wrote a policy document, elements of which were utilised to appeal to include England's science and discovery centre in the Museum Estate and Development (MEND) fund and engaged with members of Government to support the inclusion of the sector in considerations during the review to identify businesses and organisations most at risk from higher energy costs and requiring support.

ASDC has also been fostering closer relationships and partnerships with the Museums Association during 2022-2023 with a view to increase opportunity for collective voice and advocacy up.

*National STEM Programmes*

ASDC continues to run National Programmes that align with the vision, mission and values. Projects enable ASDC to deliver sector-wide support, share knowledge, bring together communities of practice, and contribute to the sustainability of the charity. A summary of projects delivered in 2022-2023 follows:

**Explore Your Universe, Phase 4 (EYU4) LEGACY**

- **Funded by:** STFC
- **Timeline:** July 2022 - June 2023
- **Delivery partners:** Aberdeen Science Centre, Cambridge Science Centre, Dynamic Earth, Jodrell Bank Discovery Centre, Science Oxford, Techniquet, W5, Xplore! Science Discovery Centre
- **Summary:** Focussed on shared learning, advocacy and providing professional development opportunities grown from EYU4, this programme built new assets and a professional network that supports the skills and understanding of inspiring practice that works across STFC science and community engagement with 'Wonder' audiences.
- **Key deliverables:**
  - A 2-day in-depth training academy for professional practice in community engagement
  - A UK cohort/community of practice focussing on inclusive science engagement
  - A simple framework to support the measurement of inspiring EDI practice
  - Shareable engagement assets to share practice and learning
  - Final report (including ongoing work with EYU4 community partnerships)

### **Bold Futures**

- **Funded by:** Wellcome
- **Partners:** The Museums Association, The Liminal Space
- **Timeline:** June 2022 – September 2023
- **Delivery partners:** Armagh Observatory and Planetarium, Cambridge Science Centre, Centre for Alternative Technology, Dynamic Earth, Kielder Observatory, Science Oxford, Wonderseekers, Winchester Science Centre
- **Summary:** ASDC is facilitating capacity building grants across seven science and discovery centres. The aim of these grants is to support values-led work that involves underrepresented audiences and explores how this can affect future purpose and financial sustainability.
- **Key Deliverables:**
  - Cross-sector workshops delivered by the Liminal Space
  - A cohort of science centre active champions working for community representation and engagement in the context of future financial sustainability
  - End of project evaluation that enhances the development of the collective outcomes framework (EYU4) by bringing in the MA toolkit for socially engaged practice and power to the people framework for cross sector relevance and to pilot within Mindsets + Missions

### **Mindsets + Missions**

- **Funded by:** UKRI
- **Partners:** The Museums Association, The Liminal Space
- **Timeline:** September 2022 – September 2024
- **Learning programme cohort and delivery partners:** TBC
- **Summary:** A key part of UKRI's mission to break down the barriers between research, innovation and society. UKRI is providing grants of up to £75,000 per organisation to explore museums, science centres and galleries as the space for this work.
- **Key Deliverables (ASDC role):**
  - Ongoing evaluation consultation with Cornish & Grey
  - Panel selection committee and ongoing participation on the steering group
  - Programme dissemination
  - Scoping of the potential future of Mindsets + Missions

### **Destination Space INTERIM**

- **Funded by:** UK Space Agency
- **Timeline:** October 2022 – March 2023 (COMPLETED)
- **Delivery partners:** Dynamic Earth, Glasgow Science Centre, National Space Centre, W5, Xplore! Science Discovery Centre
- **Summary:** Five centres who delivered both Destination Space and Operation Earth participated in this phase, with the aim to support momentum with the themes of space and climate and gather data that informs the development of delivery and evaluation of 'Our World From Space'.
- **Key Deliverables:**
  - Delivery of climate activities and links to space/space data took place between December 2022 and March 2023, enabled by small grants to participating centres
  - Interim evaluation report delivered March 2023

### Project Lightyear

- **Funded by:** Disney
- **Timeline:** March 2022 – September 2022 (COMPLETED)
- **Delivery partners:** Aberdeen Science Centre, Armagh Observatory & Planetarium, Dynamic Earth, Glasgow Science Centre, Life Science Centre, National Space Centre, Royal Observatory Greenwich, Techniquet, Thinktank, Xplore! Science Discovery Centre
- **Summary:** To utilise the broad appeal and brand of the Disney movie release 'Lightyear' on 17th June 2022, ASDC worked with participating centres to explore the science that inspired the movie for school-age children and their families.
- **Key deliverables:**
  - A collection of educational activities and fun resources to share with schools/home educators
  - Reaching 100,000 children and adults across Summer 2022
  - Final impact report exploring reach (numbers, activities, images, quotes)

### Our World From Space

- **Funded by:** NERC and UK Space Agency
- **Timeline:** December 2022 – March 2025 (NERC PHASE COMPLETED March 2023)
- **Delivery partners:** TBC
- **Summary:** NERC funding resourced the research and development phase of the programme. Themed on the value of space for the sustainability of planet earth, this project offers a modular approach for up to 23 participating science centres and museums across the UK, with in depth and bespoke evaluation support and a high-level evaluation and communication strategy across the wider 'Inspiration Programme' to be supported by the UK Space Agency.
- **Key Deliverables:**
  - Content charrette during research and development
  - A new suite of equipment and training resources with a budget of £1,500 per centre
  - Development of a two-year project (delivery flexible, playing to strengths of individual partners) with content areas include Climate, Biodiversity, Clean Air/Atmosphere and Oceans with a 'From global to Local' narrative
  - Large scale evaluation programme

### IMPACT "Valuing Inclusion"

- **Funded by:** STFC
- **Timeline:** December 2022 – March 2023
- **Delivery partners:** Aberdeen Science Centre, Cambridge Science Centre, Dundee Science Centre, Dynamic Earth, Exeter Science Centre, Glasgow Science Centre, Jodrell Bank Discovery Centre, Life Science Centre, National Space Centre, Royal Museums Greenwich, Science Oxford, Techniquet, W5, We The Curious, Wonderseekers /Winchester Science Centre, Xplore! Science Discovery Centre
- **Summary:** A rapid turn-around project with extended legacy that supported community engagement programmes to continue activity building on existing equitable partnerships and established best practice for inclusive STEM engagement.
- **Key Deliverables:**
  - Sixteen grants provided to organisations working across STFC science engagement and represented within the DEIA advocacy group
  - Professional report and dissemination assets
  - Mini social media campaign highlighting national impact

## **Financial Overview**

### *Overview*

The total income for the period was £543,376 (2022: £448,087). Total expenditure for the year was £511,913 (2022: £525,897) giving a surplus of £31,463 (2022: deficit of £77,810). The previous year's deficit was 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 £121,324 (2022: £140,636) 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**

ASDC will continue to run national programmes of work that align with its vision, mission and values. These programmes deliver sector-wide inspiration, encourage shared practice, demonstrate collective impact and support professional development, while keeping ASDC sustainable. ASDC will also deliver a National Conference for members and the wider sector, with the 2023 ASDC conference to be held at W5 in Belfast, and plans being established for conference venues in 2024 and 2025.

Seeking suitable core funding remains a priority with collaborations and new relationships providing some opportunities, alongside enhanced membership offers such as provision of professional development courses, an emphasis on sector-wide benchmarking and data and growth in the number of national partners and associate members of ASDC.

Future diversification of the membership includes discussions on the inclusion of wider museums, botanical gardens, STEM outreach organisations, university departments (etc). Projects running with the MA also provides opportunities for partnership work and shared resources.

Advocacy for the sector prioritises raising the profile and evidence for the national impact of science and discovery centres and museums to reach diverse audiences and for wider participation with STEM, championing the cultural and social impact of the national ASDC membership.

## **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.

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**  
**Report of the Trustees for the year ended 31 March 2023 (continued)**

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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: 28/9/23.

**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 2023 which are set out on pages 12 to 21.

*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: 28 September 2023

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Statement of Financial Activities including Income and Expenditure Account for the year ended 31 March 2023**

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b>Income from</b>					
Charitable activities	3	-	437,962	437,962	374,212
Other trading activities	4	105,291	123	105,414	73,875
<b>Total income</b>		<b>105,291</b>	<b>438,085</b>	<b>543,376</b>	<b>448,087</b>
<b>Expenditure on</b>					
Charitable activities		118,203	393,710	511,913	525,897
<b>Total expenditure</b>	5	<b>118,203</b>	<b>393,710</b>	<b>511,913</b>	<b>525,897</b>
<b>Net expenditure</b>		<b>(12,912)</b>	<b>44,375</b>	<b>31,463</b>	<b>(77,810)</b>
Transfers between funds		(6,400)	6,400	-	-
<b>Net movement in funds</b>		<b>(19,312)</b>	<b>50,775</b>	<b>31,463</b>	<b>(77,810)</b>
Total funds at 1 April 2022		140,636	-	140,636	218,446
<b>Total funds at 31 March 2023</b>	14	<b>121,324</b>	<b>50,775</b>	<b>172,099</b>	<b>140,636</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 15 to 21 form part of these financial statements.

## Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
<b>Current assets</b>			
Debtors	9	63,949	113,457
Cash and bank balances		172,446	113,029
		<u>236,395</u>	<u>226,486</u>
<b>Creditors: amounts falling due within one year</b>	10	(64,296)	(85,850)
<b>Net current assets</b>		<u>172,099</u>	<u>140,636</u>
<b>Net assets</b>		<u>172,099</u>	<u>140,636</u>
<b>Funds of the charity</b>			
Restricted funds	12	50,775	-
Unrestricted funds			
General funds	12	121,324	140,636
<b>Total charity funds</b>	12	<u>172,099</u>	<u>140,636</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- 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 28/9/23 and were signed on its behalf by:



Trustee – Stephen Breslin



Trustee – Scot Owen

The notes on pages 15 to 21 form part of these financial statements.

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**  
**Statement of Cash Flows for the year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Net movement in funds</b>	<b>31,463</b>	<b>(77,810)</b>
Adjustments for:		
Decrease/(increase) in debtors	49,507	85,701
Increase/(decrease) in creditors	(21,553)	(126,923)
<b>Net cash provided by operating activities</b>	<b>59,417</b>	<b>(119,032)</b>
<b>Cash at the beginning of the year</b>	<b>113,029</b>	<b>232,061</b>
<b>Cash at the end of the year</b>	<b>172,446</b>	<b>113,029</b>

## **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 £121,324 at 31 March 2023. 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 2023 (continued)**

**3 Charitable activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Grants	-	437,962	437,962	374,212
	<u>-</u>	<u>437,962</u>	<u>437,962</u>	<u>374,212</u>

During the year income was received towards running the charity and certain activities the charity undertakes. Of the £437,962 received in 2023, £Nil is included within unrestricted funds (2022: £Nil) and £437,962 has been received that is restricted to certain projects (2022: £374,212). Funds are claimed and recognised as contractual obligations are met.

**4 Other trading activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Membership income	52,705	-	52,705	34,395
Annual conference	38,422	-	38,422	14,082
Job retention scheme grants	-	-	-	1,247
Other income	14,164	123	14,287	24,151
	<u>105,291</u>	<u>123</u>	<u>105,414</u>	<u>73,875</u>

**5 Expenditure**

	External cost of projects £	Support costs £	2023 £	2022 £
Purchases	212,783	35,302	248,085	273,578
Salaries (incl. employer's NI)	-	164,769	164,769	154,112
Pension contribution	-	7,609	7,609	6,110
Recruitment and temporary staff	-	21	21	5,751
Staff training and welfare	325	1,790	2,115	746
Travel and subsistence	11,094	4,909	16,003	5,349
Entertaining	-	373	373	483
Premises costs	-	19,210	19,210	18,834
Telephone and fax	-	3,658	3,658	4,100
Postage and stationery	25	68	93	34
Subscriptions	1,479	2,508	3,987	4,167
Bank charges	-	605	605	529
Irrecoverable VAT	6,674	5,754	12,428	15,982
Insurance	-	4,543	4,543	4,608
Computer costs	961	4,507	5,468	7,352
Sundry expenses	85	610	695	172
Accountancy fees	5,110	8,549	13,659	13,804
Other marketing costs	2,336	3,731	6,067	7,692
Governance costs	-	130	130	-
Legal and professional fees	1,000	1,395	2,395	2,494
	<u>241,872</u>	<u>270,041</u>	<u>511,913</u>	<u>525,897</u>

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2023 (continued)**

**5 Expenditure (continued)**

Of the £511,913 expenditure, £118,203 has been charged to unrestricted funds (2022: £86,562) charged to unrestricted funds) and £393,710 has been charged to restricted funds (2022: £439,335 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:-

	2023	2022
	£	£
Cost of independent examination	1,400	1,300
Directors' remuneration	-	-
Operating leases	11,000	11,000

**8 Salaries**

	2023	2022
	£	£
Salaries	154,758	142,215
Social security costs	10,011	11,897
Pension contributions	7,609	6,110
	<b>172,378</b>	<b>160,222</b>

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

	2023 number	2022 number
Management	1	2
Administration	4	3
	<b>5</b>	<b>5</b>
Full time equivalent	3.6	3.6

Number of employees with emoluments (excluding Employers' pension)

	2023 number	2022 number
Between £30,000 and £40,000	1	-
Between £40,000 and £50,000	-	1

The key management personnel of the charity are the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel were £38,906 (2022: £77,929).

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2023 (continued)**

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

	2023 £	2022 £
Trade debtors	56,638	105,642
Other debtors and prepayments	7,311	7,815
	<b>63,949</b>	<b>113,457</b>

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

	2023 £	2022 £
Trade creditors	48,862	78,870
Tax and social security	8,324	4,168
Other creditors	2,116	1,485
Accruals and deferred income	4,994	1,327
	<b>64,296</b>	<b>85,850</b>

**11 Commitments under operating leases**

At 31 March 2023 the charity had total commitments under operating leases as set out below:

	2023 £	2022 £
Operating lease commitments	<b>11,000</b>	<b>11,000</b>

**12 Statement of funds**

	At 1 Apr 22 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 23 £
<i>Unrestricted funds</i>					
General funds	<b>140,636</b>	<b>105,291</b>	<b>(118,203)</b>	<b>(6,400)</b>	<b>121,324</b>
<i>Restricted funds</i>					
Destination Earth	-	51,040	(36,014)	-	15,026
EYU4 Legacy	-	59,020	(56,910)	-	2,110
STFC Phase 4 EYU	-	-	(284)	284	-
Bold Futures	-	25,000	(15,830)	-	9,170
ISEN	-	2,000	-	(2,000)	-
Project Lightyear	-	42,273	(48,007)	5,734	-
Mindsets and Missions	-	6,752	(9,463)	-	(2,711)
NERC 2.5	-	-	(572)	572	-
Destination Space Phase 3	-	-	(1,810)	1,810	-
Destination Space Phase 4	-	52,000	(42,304)	-	9,696
STFC Impact	-	200,000	(182,516)	-	17,484
	<b>-</b>	<b>438,085</b>	<b>(393,710)</b>	<b>6,400</b>	<b>50,775</b>
<b>Total funds</b>	<b>140,636</b>	<b>543,376</b>	<b>(511,913)</b>	<b>-</b>	<b>172,099</b>

**THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES**

**Notes forming part of the financial statements for the year ended 31 March 2023 (continued)**

*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 to 8.

**Comparative statement of funds**

	At 1 Apr 21 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 22 £
<i>Unrestricted funds</i>					
General funds	156,232	73,875	(86,562)	(2,909)	140,636
<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	-
	62,214	374,212	(439,335)	2,909	-
<b>Total funds</b>	<b>218,446</b>	<b>448,087</b>	<b>(525,897)</b>	<b>-</b>	<b>140,636</b>

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

	Unrestricted funds £	Restricted funds £	Total 2022 £
<b>Income from</b>			
Charitable activities	-	374,212	374,212
Other trading activities	73,875	-	73,875
<b>Total income</b>	<b>73,875</b>	<b>374,212</b>	<b>448,087</b>
<b>Expenditure on</b>			
Charitable activities	86,562	439,335	525,897
<b>Total expenditure</b>	<b>86,562</b>	<b>439,335</b>	<b>525,897</b>
<b>Net expenditure</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>
Total funds at 1 April 2021	156,232	62,214	218,446
<b>Total funds at 31 March 2022</b>	<b>140,636</b>	<b>-</b>	<b>140,636</b>

**14 Funds**

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Fund balances are represented by:				
Current assets	185,620	50,775	236,395	226,486
Current liabilities	(64,296)	-	(64,296)	(85,850)
	<b>121,324</b>	<b>50,775</b>	<b>172,099</b>	<b>140,636</b>

**15 Pensions**

The pension charge amounted to £7,609 (2022: £6,110). At the year-end £1,371 (2022: £1,089) was outstanding.

**16 Trustees' Remuneration and Benefits**

There was no trustees' remuneration, benefits or expenses for the year ended 31 March 2023, nor for the year ended 31 March 2022.

**17 Related party transactions**

There were no related party transactions during the year ended 31 March 2023, nor for the year ended 31 March 2022.