

NOTTINGHAM CITY OF LITERATURE

England & Wales · Charity number 1161161

Details

Status	Registered
Legal form	Charitable company
Company number	09144072
Registered	2015-04-02
Register	View on the Charity Commission register

Contact

Address	Nottingham Central Library 1 Carrington Street Nottingham NG1 7FH
Phone	01159473134
Email	contactus@nottmcityoflit.org
Website	nottinghamcityofliterature.com

Activities

Objects: THE COMPANY HAS BEEN ESTABLISHED FOR PUBLIC BENEFIT TO:1) PROMOTE THE EDUCATION OF THE PUBLIC AT LARGE BY PROVIDING OR ASSISTING IN THE PROVISION OF OPPORTUNITIES TO ACCESS, ENGAGE IN, UNDERSTAND AND ENJOY LITERATURE AND WRITING, INCLUDING, BUT NOT LIMITED TO, PROMOTING AND ORGANISING A BID FOR NOTTINGHAM TO BECOME A UNESCO CITY OF LITERATURE; AND/OR2) TO PURSUE SUCH OTHER CHARITABLE PURPOSES ANALOGOUS TO ANY OF THE ABOVE AS THE DIRECTORS IN THEIR ABSOLUTE DISCRETION SHALL DETERMINE (TOGETHER THE "OBJECTS")

Activities: The Company has been established for public benefit to promote the education of the public at large by providing or assisting in the provision of opportunities to access, engage in, understand and enjoy literature and writing, including, but not limited to, promoting and organising a bid for Nottingham to become a UNESCO City of Literature.

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Nottingham City
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£190,857	£204,737	-	-
2024-03-31	£248,264	£195,130	-	-
2023-03-31	£210,499	£219,067	-	-
2022-03-31	£147,371	£167,041	-	-
2021-03-31	£199,814	£159,042	-	-

Trustees

Name	Role	Appointed
Dr Richard Nicholas York Owen	Chair	2025-09-24
Amy Bere		2022-11-16
Clare Harvey		2025-09-24
Dan Baxter		2024-06-26
Kerry Featherstone		2024-06-26
Professor Lynda Pratt		2024-09-23

Accounts

Company registration number: 09144072

Charity registration number: 1161161

Nottingham City of Literature

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Nottingham City of Literature

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Nottingham City of Literature

Reference and Administrative Details

Trustees	Trevor Wright Amy Bere Linda Woodings Dan Baxter Dr Kerry Featherstone Professor Lynda Pratt Clare Harvey Dr Richard Owen
President	Stephen Lowe
Senior Management Team	Hannah Trevarthen, Director
Charity Registration Number	1161161
Company Registration Number	09144072
Registered Office	Nottingham Central Library 1 Carrington Street Nottingham NG1 7FH
Independent Examiner	Eva Stevens, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Nottingham City of Literature

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Trevor Wright
	Amy Bere
	Linda Woodings
	Dan Baxter (appointed 26 June 2024)
	Dr Kerry Featherstone (appointed 26 June 2024)
	Professor Lynda Pratt (appointed 23 September 2024)
	Clare Harvey (appointed 24 September 2025)
	Dr Richard Owen (appointed 24 September 2025)
	Jacob Hall (appointed 26 June 2024 and resigned 25 November 2025)
	Patrick Limb (resigned 24 September 2025)
	Barbara Cathcart (resigned 24 September 2025)
	Emily York (resigned 11 December 2024)
	Claire Bale (resigned 11 December 2024)
	William Gregory (resigned 19 September 2024)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 23/7/14 and most recently amended 07/10/2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Trustees apply via submitting an expression of interest and a CV, we then shortlist candidates for an interview, then invite the potential trustee to attend a meeting as observer, and finally the new trustee is ratified by the Board.

Objectives and activities

Objects and aims

Promote the education of the public at large by providing or assisting in the provision of opportunities to access, engage in, understand and enjoy literature and writing, including, but not limited to, promoting and organising a bid for Nottingham to become a UNESCO City of Literature; and/or to pursue such other charitable purposes analogous to any of the above as the Directors in their absolute discretion shall determine.

Nottingham City of Literature

Trustees' Report

Public benefit

We deliver activity to engage young people in reading, writing and creativity. We offer creative writing workshops, gift books, support creatives to deliver literature related activity. We also support writers and creatives and direct them to partners' opportunities (local, national and international), and give creatives paid work through delivering activity for us. We promote all things literature across the city and beyond.

These activities benefit the public by inspiring personal and social transformation through reading, writing and creativity.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements & performance

Nottingham was awarded UNESCO City of Literature status in December 2015 and since then has taken its place as a member of the UNESCO Creative Cities network, enabling it to play a cultural and creative role on the international stage.

Our Mission

Nottingham UNESCO City of Literature believes in building better futures with words.

Our Vision

Our vision is of a city where everyone is reading and writing their way to a better life. We believe in literature as a reflection of humanity at its best, enabling people to better understand each other and the world we live in.

Objectives

In pursuit of our mission and vision, we have four objectives:

LEADERSHIP: to provide leadership for the city through our role as strategic catalyst, helping cultural organisations to work together more effectively;

LEARNING: To make an impact on long-term literacy levels by growing diverse audiences for reading and writing in collaboration with Nottingham's universities, literacy hub, libraries, schools, arts and literary organisations;

PLACE: to animate the city's UNESCO designation and positively impact placemaking, the position and promotion of Nottingham's international reputation as a creative city;

INTERNATIONAL: to strengthen international partnerships by providing access to new knowledge and creative exchange opportunities between individuals and organisations in Nottingham's creative sectors.

Executive Summary

Our mission is 'Building Better Futures with Words' and all our activity in the period was focused on developing connectivity, nurturing creativity and amplifying young voices.

Nottingham City of Literature

Trustees' Report

Highlights in the period April 2024 - March 2025 included:

- We continued our international work with our leadership in the network as our Director was continued work as the Coordinator of the Cities of Literature sub-network
- We continued our work with our Youth Advisory Board co-producing work and projects and they delivered their first major event for International Youth Day.
- The Speakeasy collective continued, championing the voices of young people in Nottingham as an open mic night every other month and providing a platform for young people to share their work in a supportive environment, supported by Nottingham Playhouse and Writing East Midlands.
- Two Nottingham writers, Alison Moore and Andrew Tucker Leavis were selected for the Melbourne Virtual writers residency from over 50 applications from around the world
- Our flagship Big City Reads programme returned for the third year and reached our biggest audiences. The 2024 campaign's reach was approximately 1 million people, and developed 175 partnerships with youth groups, schools, libraries, city centre cafes and shops, and media partnerships.

2024/25 Creative Programme highlights

In April 2023 we began a new phase as an Arts Council England National Portfolio Organisation (NPO). We received the three-year investment in recognition of our ability to deliver projects that celebrate the region's literary excellence and tackle historically poor literacy rates, working on a local, national and international level.

This status enables us to deliver a wide range of projects to improve the life chances of our younger members of society, while ensuring Nottingham is seen as an exemplar in its approach to words and their power. During the second year of this investment, highlights from the creative programme include:

- Our City Our Stories project held a celebration event at Nottingham Central Library in June 2024, where we heard some of the fantastic stories that were devised and shared in our six local libraries and the six writers involved performed their Letter to the Library commissions for the first time. These were subsequently added to our website as podcast and will be printed in an anthology in 2025/26
- We once again participated in the Slamovision, the Cities of Literature Global Slam Competition. We ran our Slamovision local heats in partnership with GOBS Poetry Collective, as part of Nottingham Poetry Festival (June 2024), where 20 poets battled it out for the GOBS POETRY SLAM champion crown and to represent Nottingham in the international Slamovision competition in Manchester (December 2024). The winner Rebecca 'Bep' Summerscales dazzled the crowd and judges, taking the crown, and won 4th place in the international competition.
- Big City Reads, a six-week long project that saw 2,000 books distributed across Nottinghamshire. The books were selected from a long-list of 56 young adult titles that were subsequently chosen by Youth Ambassadors and our Youth Board. Authors of the four chosen books held workshops in schools across Nottinghamshire to encourage students to read and engage with the texts. The 2024 campaign's reach was approximately 1 million people, and developed 175 partnerships with youth groups, schools, libraries, city centre cafes and shops, and media partnerships.
- International Youth Day 2024: Together with our Youth Advisory Board, we co-curated an exciting programme of events at Nottingham Central Library comprising a 'marketplace' for local arts organisations and young creatives to deliver activities and promote their work. Internationally, 16 young writers from 13 Cities of Literature took part in two virtual roundtable discussions, which enabled young creatives to make connections across the Cities of Literature network.
- Jay Sandhu was our writer in residency for Transform, in partnership with New Art Exchange. Jay produced the Belonging EP, a multigenre exploration of identity, culture, and connection. The project brings together a powerful lineup of Nottingham-based artists, alongside a French rapper and a Portuguese poet. The Belonging EP was launched as part of Nottingham's Beat the Streets festival in January 2025, reaching new music audiences.
- We held our very first Young Writers in residency at Bromley House Library (February 2025), enabling two young writers, aged 17 and 21, to explore the Alan Sillitoe collection and produce a creative written response, supported by an experienced writing mentor. This was the first of its kind and we are extremely grateful for Bromley House for collaborating with us on an opportunity for our young writing community.

Nottingham City of Literature

Trustees' Report

- Our Youth Advisory Board (YAB) continued meeting monthly. The group continues bringing youth voices to the heart of the charity. One of the YAB projects highlights was the 5 Senses Tour, as part of Nottingham Poetry Festival (June 2024), a stroll through the city, stopping on the way for various poetry writing prompts inspired by one of the five senses.
- Speak Easy collective, our monthly spoken word open mic and workshop series, moved venues to Nottingham Central Library. These events continued to bring young poets to share words and time together, and to offer a place where creative voices are heard.
- One of our Youth Board and Speak Easy Collective members, started a writing collective and open mic night in Mansfield, the Right to Write Collective, which we have been supporting from its start in June 2024.

UNESCO Cities of Literature Conference and International collaboration

The UNESCO Cities of Literature network brings together 53 cities across 6 continents. While the designation marks existing literary excellence within a city, becoming a UNESCO City of Literature also gives cities a place within a supportive network who share and collaborate with each other. It calls upon cities to nurture creativity, support freedom of speech, and ensure literature reaches as wide and diverse an audience as possible.

During this period we submitted our quadrennial monitoring report to the UNESCO Secretariat alongside a new reporting mechanism highlighting the strong work that we have done connected to the delivery of the network's ambitions, the sustainable development goals and Mondiacult declaration.

As part of our mandatory UNESCO activity In July 2024, our director attended the UNESCO Creative Cities Annual Conference in Portugal in Braga, a UNESCO City of Media Arts. In her role of as UNESCO Cities of Literature Coordinator, Hannah Trevarthen facilitated sessions with the Cities of Literature, presented to new Cities of Literature as part of integration sessions; took part in coordination sessions for the wider UCCN Network with the secretariat, and presented the work of the entire Cities of Literature network to colleagues from across the over 200 Creative Cities. In addition to this work, Nottingham was selected as an example of best practice in collaborative educational projects and asked to present the Story Valley project as part of the conference sharing the stage with colleagues including the Mayor of Merida, Columbia.

In October 2024, the Cities of Literature sub- network met in Edinburgh, Scotland, UK to mark 20 years since Edinburgh was designated as the first UNESCO City of Literature. Nottingham was represented by NUCoL Director Hannah Trevarthen and General Manager Paty Bennett.

The work of our city continued to be recognised by the network with Nottingham invited to share best practices, be part of study trips and connect more deeply with sister Cities of Literature. One notable example of this is in January 2025, our director was invited to visit Lviv, Ukraine by UNESCO in Paris to be part of a three day workshop on 'Culture of Peace and Resilience'. Hosted by Lviv UNESCO City of Literature and Hannah participated in on three panels - alongside visiting the library service, a war graves memorial, and key UNESCO heritage sites. As part of the trip, Hannah visited Nottingham Trent University and University of Nottingham twinned universities: Ukrainian National Polytechnic University and the Ukrainian Catholic University respectively. Key outcomes from the visit include feedback to the British Council and the Department of Culture, Media and Sport on city to city relationships between UNESCO Creative Cities and HEIs.

Nottingham and beyond

In addition to the above projects, NUCoL also participated in local, national and international initiatives including:

- World Poetry Day
- International Youth Day
- International Mother Language Day
- World Literacy Day
- Page Against the Machine

Nottingham City of Literature

Trustees' Report

Page Against the Machine encourages readers of all ages and of all backgrounds to switch off from 'the machine' - phones, laptops, social media - and pick up a book instead. In 2024 we were part of a global reading event led by Norwich City of Literature with seven other Cities of Literature: Exeter, Kuhmo, Leeuwarden, Manchester, Melbourne, Nottingham, Slemani. In Nottingham, 50 readers gathered at Bromley House Library to enjoy an hour of individual reading

Our core team and volunteers have worked tirelessly to engage with broad and diverse audiences from across the city and beyond. As ever, we would like to take this opportunity to thank all our core partners, Nottingham City Council, Nottingham Trent University, University of Nottingham and Arts Council England for their support.

University collaborations

During the period, we continued our strategic partnerships with our Higher Education Institutions, University of Nottingham and Nottingham Trent University to collaborate on a range of projects, lectures, research outputs and public engagement alongside student placements and design sprints using the lens of the sustainable development goals. Examples of flagship projects include:

AHRC Midlands4Cities Collaborative Doctoral Award

In 2023/24 we were successful in applying in partnership with the University of Nottingham and Nottingham Trent University for an AHRC Midlands4Cities Collaborative Doctoral Award. The project started in October 2024 with Katy Birch, our former Projects Coordinator, appointed to the studentship following a competitive process and we will be building on the success of the Story Valley project. In researching language heritages, and exploring the development of cultural, educational opportunities in Nottingham, the project seeks to develop a theoretical framework for documenting, safeguarding, and supporting multilingual and local English-language heritages to enhance cultural opportunities and support literacies for young people drawing on the notion of Intangible Cultural Heritage (ICH).

Story Arcs

In the period we were appointed as one of the partners for the forthcoming cohort of Story Fellows for Story Arcs.

StoryArcs, based at Bath Spa University, are working with Story Associates from across the UK, each leading on a different project with a Host Organisation that requires Story Skills to tackle a challenge. The Hosts represent a wide range of UK businesses, charities, creative and non-profit organisations, historical sites and local councils. Paying close attention to lessons acquired from these placements, the StoryArcs team will produce a prototype 'Story Skill Set', to exemplify how different story structures and competencies are used in life, learning and work.

The project will appoint a 14 month part-time researcher to tell the story of the first 10 years of our designation, with the appointed fellow starting in earnest in Spring 2025.

Notts TV Book Club

Notts TV Book Club broadcasts monthly on Notts TV, a local TV station on Freeview 7 and Virgin 159, with 300,000 regular viewers. The show is also available internationally on demand. From its launch in 2021 onwards, the show has had a strategic connection to Nottingham's UNESCO status, celebrating reading for pleasure across different genres and themes. Host Dr Becky Cullen from Nottingham Trent University's WRAP (Writing, Reading and Pleasure) programme works in partnership with Nottingham City of Literature to curate a diverse bookshelf, from bestsellers to titles which open dialogues around race, gender, migration, sexual identity and class. Notts TV Book Club features a panel of 3 guests each month, including publishers, writers, booksellers, librarians and community leaders, building the visibility of reading infrastructure in the City. With over 120,000 viewers in Season 2, we continue to work on its third season.

Nottingham City of Literature

Trustees' Report

Funding, resilience and governance

During this period, we continued to focus on strengthening existing partnerships and building dynamic new collaborations with organisations working in the city and beyond; we continued to work with national organisation First Story and connected with Writing East Midlands and Nottingham Playhouse on our poetry collective Speak Easy.

The funding environment continued to be challenging as we modified our proposed plans to meet our situation.

Changing places, faces and the City of Literature Team

In Summer 2024, we moved into our new base in Nottingham's new state-of-the-art Central Library on Carrington Street, growing our connection to the Nottingham City Libraries service, and creating a more visible base for the organisation.

We extend our thanks and gratitude to members of the Nottingham City of Literature team, board and youth board who contribute to the success of the organisation. During this period we bid farewell to Emily York, Claire Bale and Jeremy Gregory as board members, and we offered a warm welcome to three new trustees writer and journalist Jake Hall, Theatre Royal and Concert Hall's Dan Baxter, and Dr Kerry Featherstone,

Between August and September 2024 two new team members joined the organisation; Dr Michelle Leonforte took up the role of Communications Manager to lead our marketing and communications work, and Claire Bradnam was appointed to the post of Projects Coordinator to deliver our projects locally and internationally. Our renewed core team worked really well together towards NUCOL's mission and aims in the period.

We also saw Katy Birch, our Projects Coordinator moving on to do a collaborative funded PhD in the Department of Modern Languages and Cultures at the University of Nottingham. The PhD is supported by us, University of Nottingham, Nottingham Trent University and funded by the Arts and Humanities Research Council through the Midlands4Cities Doctoral Training Partnership.

We received robust freelance services from Beehive for finance and bookkeeping; IT and systems support from Robert Filkins; website support from The Big Idea; we appointed Clare Kiely as a freelance fundraiser in December 2025 via Fair Collective. Our thanks to Vic Hancock Fell for support on our governance development work.

We continued running our placements programme, offering placements to students from 5 days to 10 weeks. The programme opens up access to the creative industries for young people including those of disadvantaged backgrounds. It also offers a robust foundation for building CVs, a competitive edge in the job market, networks of contacts, and new skills; enabling young people's confidence, understanding of workplace behaviors, and clarifying their career choices. Our youngest student was 16, and the majority were university students, from either University of Nottingham and Nottingham Trent University. We offered 9 paid opportunities and 6 unpaid placements, including our first placement for an autistic student in February 2025.

The Nottingham City of Literature Youth Advisory Board (YAB), established in early 2021 continued to develop in this period, with Elle Jacobson taking over the chairship from Abigail Hutchison and the vice chair role being shared between Oli Nicols and Annie Cross.

The YAB is a collective of twelve young creatives, aged 18-25, advocating for young people around Nottingham. Their work seeks to co-create Nottingham City of Literature activities, create opportunities for developing creative practices, spread a love for words and literature across the city, and contribute to strategic thinking of the organisation, ensuring youth voice is at the heart of our work.

YAB members attend monthly meetings, contribute to governance, help create opportunities and develop plans, and act as ambassadors/advocates for Nottingham City of Literature. In return, they receive free books, free tickets, opportunities to develop key skills in leadership and teamwork, and advice on how to find a career in the creative sector.

Nottingham City of Literature

Trustees' Report

Looking ahead

Nottingham has been a UNESCO City of Literature since 2015 and at the end of 2025 we will celebrate our 10th anniversary. To mark this moment and to help shape our future plans, we delivered a series of consultation workshops between October 2024 and January 2025 and surveys to ask our communities: what does being a City of Literature mean to you? What does it mean for us to be part of a network of 53 international cities? We wanted our communities and partners to lead the conversation of what they wanted to see from the City of Literature over the next ten years. The feedback from these conversations will inform our next strategic plan.

In addition to this, we will be launching a public awareness campaign including a bus campaign launching in Spring 2025. The bus will proudly state 'Barcelona, Ljubljana, Nottingham, Lviv, what do they all have in common?' All four cities are celebrating their ten year anniversaries in 2025 and we will be celebrating our international connections. Cllr Sam Lux, Nottingham City Council said:

"Nottingham is nothing less than a cultural beacon, but this has been too often overlooked. Having our City of Literature status over the last decade has helped us to shine a light on our rich heritage and current array of talent. It has opened up wonderful opportunities and allowed us to establish our well-deserved place on the global stage. I am in awe of the small but mighty City of Literature team who have made an enormous success of the designation, and am very proud to join them in celebrating their 10 year anniversary."

Financial review

Policy on reserves

NUCoL's Reserves Policy ensures unrestricted designated funds and free reserves are built up and maintained as a contingency provision for three months' operating costs.

Principal risks and uncertainties

Financial risks

Not fundraising enough to compromise the core operational costs.

Nottingham City of Literature

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Nottingham City of Literature for the purposes of company law) 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

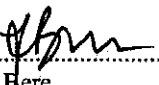
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material 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 can 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 companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 17/12/25, and signed on its behalf by:


.....
Amy Here
Trustee

Nottingham City of Literature

Independent Examiner's Report to the trustees of Nottingham City of Literature ('the Company')

Independent examiner's report to the trustees of Nottingham City of Literature ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's 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').

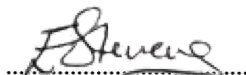
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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.



Eva Stevens, BSc, CPFA, employee of Community Accounting Plus
member of the Chartered Institute of Public Finance and Accountancy (CIPFA)

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 17/12/25

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Total 2025 £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	184,857	184,857	246,466
Charitable activities	3	<u>6,000</u>	<u>6,000</u>	<u>1,798</u>
Total Income		<u>190,857</u>	<u>190,857</u>	<u>248,264</u>
Expenditure on:				
Charitable activities	5	<u>(204,737)</u>	<u>(204,737)</u>	<u>(195,130)</u>
Total Expenditure		<u>(204,737)</u>	<u>(204,737)</u>	<u>(195,130)</u>
Net (expenditure)/income		<u>(13,880)</u>	<u>(13,880)</u>	<u>53,134</u>
Net movement in funds		(13,880)	(13,880)	53,134
Reconciliation of funds				
Total funds brought forward		<u>118,397</u>	<u>118,397</u>	<u>65,263</u>
Total funds carried forward		<u>104,517</u>	<u>104,517</u>	<u>118,397</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note .

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

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Total 2024 £
Income and Endowments from:			
Donations and legacies	2	246,466	246,466
Charitable activities	3	1,798	1,798
Total Income		<u>248,264</u>	<u>248,264</u>
Expenditure on:			
Charitable activities	5	<u>(195,130)</u>	<u>(195,130)</u>
Total Expenditure		<u>(195,130)</u>	<u>(195,130)</u>
Net income		<u>53,134</u>	<u>53,134</u>
Net movement in funds		53,134	53,134
Reconciliation of funds			
Total funds brought forward		<u>65,263</u>	<u>65,263</u>
Total funds carried forward		<u><u>118,397</u></u>	<u><u>118,397</u></u>

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

Nottingham City of Literature
(Registration number: 09144072)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	10	494	817
Current assets			
Debtors	11	1,037	1,336
Cash at bank and in hand		<u>111,775</u>	<u>130,517</u>
		112,812	131,853
Creditors: Amounts falling due within one year	12	<u>(8,789)</u>	<u>(14,273)</u>
Net current assets		<u>104,023</u>	<u>117,580</u>
Net assets		<u>104,517</u>	<u>118,397</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>104,517</u>	<u>118,397</u>
Total funds		<u>104,517</u>	<u>118,397</u>

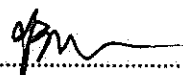
For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 11 to 20 were approved by the trustees, and authorised for issue on 17/12/25 and signed on their behalf by:



 Amy Bere
 Trustee

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

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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

Basis of preparation

Nottingham City of Literature 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £400 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	184,857	184,857	216,750
Grants, including capital grants;			
Government grants	-	-	29,716
	184,857	184,857	246,466

3 Income from charitable activities

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Sundry income	6,000	6,000	1,798
	6,000	6,000	1,798

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

4 Grants & donations

	Unrestricted funds £	Total £
University of Nottingham	28,500	28,500
Arts Council England	130,000	130,000
Nottingham Trent University	25,600	25,600
Sundry grants & donations	757	757
	<u>184,857</u>	<u>184,857</u>

5 Expenditure on charitable activities

	Unrestricted General £	Total 2025 £	Total 2024 £
Activity costs	73,904	73,904	61,731
People costs	103,951	103,951	102,934
Marketing & PR	4,856	4,856	7,810
Overheads & administration	22,026	22,026	22,655
	<u>204,737</u>	<u>204,737</u>	<u>195,130</u>

6 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2025 £	2024 £
Depreciation of fixed assets	<u>323</u>	<u>162</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

7 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £ (as restated)
Staff costs during the year were:		
Wages and salaries	110,509	88,522
Social security costs	5,257	2,931
Pension costs	3,210	2,655
	<u>118,976</u>	<u>94,108</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2025 No	2024 No
Average number of employees	<u>4</u>	<u>4</u>

4 (2024 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £3,210 (2024 - £2,655).

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

The total employee benefits of the key management personnel of the charity were £53,313 (2024 - £50,861).

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2025 £	2024 £
Independent examination	540	520
Other financial services	572	734
	<u>1,112</u>	<u>1,254</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

10 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2024	9,397	9,397
At 31 March 2025	9,397	9,397
Depreciation		
At 1 April 2024	8,580	8,580
Charge for the year	323	323
At 31 March 2025	8,903	8,903
Net book value		
At 31 March 2025	494	494
At 31 March 2024	817	817

11 Debtors

	2025 £	2024 £
Trade debtors	-	298
Other debtors	1,037	1,038
	1,037	1,336

12 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	2,062	7,118
Other taxation and social security	2,242	1,899
Other creditors	837	632
Accruals	648	624
Deferred income	3,000	4,000
	8,789	14,273

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

14 Taxation

The charity is a registered charity and is therefore exempt from corporation taxation.

15 Related party transactions

There were no related party transactions in the year.

16 Analysis of net assets between funds

	Unrestricted	
	General	2025
	£	Total funds
		£
Tangible fixed assets	494	494
Current assets	112,812	112,812
Current liabilities	(8,789)	(8,789)
Total net assets	<u>104,517</u>	<u>104,517</u>

	Unrestricted	
	General	2024
	£	Total funds
		£
Tangible fixed assets	817	817
Current assets	131,853	131,853
Current liabilities	(14,273)	(14,273)
Total net assets	<u>118,397</u>	<u>118,397</u>

Accounts

Company registration number: 09144072

Charity registration number: 1161161

Nottingham City of Literature

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Nottingham City of Literature

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Nottingham City of Literature

Reference and Administrative Details

Trustees	Patrick Limb
	Barbara Cathcart
	Claire Bale
	Emily York
	Trevor Wright
	Amy Bere
	Jacob Hall
	Dan Baxter
	Dr Kerry Featherstone
	Professor Lynda Pratt
	Linda Woodings
President	Stephen Lowe
Senior Management Team	Hannah Trevarthen, Director
Charity Registration Number	1161161
Company Registration Number	09144072
Registered Office	Nottingham Central Library 1 Carrington Street Nottingham NG1 7FH
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Nottingham City of Literature

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Patrick Limb
	Barbara Cathcart
	Claire Bale
	Emily York
	Trevor Wright
	Amy Bere
	William Gregory (resigned 19 September 2024)
	Helen Lawrenson (resigned 27 March 2024)
	Khaya Ayomide Job (resigned 13 September 2023)
	Jacob Hall (appointed 26 June 2024)
	Dan Baxter (appointed 26 June 2024)
	Dr Kerry Featherstone (appointed 26 June 2024)
	Professor Lynda Pratt (appointed 23 September 2024)
	Linda Woodings (appointed 27 March 2024)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 23/7/14 and most recently amended 07/10/2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Trustees apply via submitting an expression of interest and a CV, we then shortlist candidates for an interview, then invite the potential trustee to attend a meeting as observer, and finally the new trustee is ratified by the Board.

Objectives and activities

Objects and aims

Promote the education of the public at large by providing or assisting in the provision of opportunities to access, engage in, understand and enjoy literature and writing, including, but not limited to, promoting and organising a bid for Nottingham to become a UNESCO City of Literature; and/or to pursue such other charitable purposes analogous to any of the above as the Directors in their absolute discretion shall determine.

Nottingham City of Literature

Trustees' Report

Public benefit

We deliver activity to engage young people in reading, writing and creativity. We offer creative writing workshops, gift books, support creatives to deliver literature related activity. We also support writers and creatives and direct them to partners' opportunities (local, national and international), and give creatives paid work through delivering activity for us. We promote all things literature across the city and beyond.

These activities benefit the public by inspiring personal and social transformation through reading, writing and creativity.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements & performance

Nottingham was awarded UNESCO City of Literature status in December 2015 and since then has taken its place as a member of the UNESCO Creative Cities network, enabling it to play a cultural and creative role on the international stage.

Our Mission

Nottingham UNESCO City of Literature believes in building better futures with words.

Our Vision

Our vision is of a city where everyone is reading and writing their way to a better life. We believe in literature as a reflection of humanity at its best, enabling people to better understand each other and the world we live in.

Objectives

In pursuit of our mission and vision, we have four objectives:

LEADERSHIP: to provide leadership for the city through our role as strategic catalyst, helping cultural organisations to work together more effectively;

LEARNING: To make an impact on long-term literacy levels by growing diverse audiences for reading and writing in collaboration with Nottingham's universities, literacy hub, libraries, schools, arts and literary organisations;

PLACE: to animate the city's UNESCO designation and positively impact place making, the position and promotion of Nottingham's international reputation as a creative city;

INTERNATIONAL: to strengthen international partnerships by providing access to new knowledge and creative exchange opportunities between individuals and organisations in Nottingham's creative sectors.

Executive Summary

Our mission is 'Building Better Futures with Words' and all our activity in the period was focused on developing connectivity, nurturing creativity and amplifying young voices.

Nottingham City of Literature

Trustees' Report

Highlights in the period April 2023 - 2024 included:

- Our Stories conference celebrating LGBTQ+ publishing, in partnership with Manchester and Dublin Cities of Literature as a test event prior to the official opening of Nottingham Central Library.
- We delivered our schools project Young Voices Amplified, in 3 secondary schools in areas of low literacy working with 5 creatives and engaging 815 Year 9 students and 58 teachers.
- We delivered Our City Our Stories workshops in 6 libraries in the city, in partnership with Nottingham City Libraries, delivering 41 workshops, engaging 219 children and young people, 170 adults and 7 creatives. Digital resources produced from the project are available on our website.
- We continued our international work with our leadership in the network being recognised as our Director was selected as the Coordinator of the Cities of Literature sub-network
- We hosted Slamovision, after winning the international competition for a second time in 2022, and showcasing 5 international poets to the city who attended the event in person in Nottingham.
- We took part in Milan City of Literature, Reading for Odesa, organising a poetry reading in partnership with Five Leaves and the Ukrainian Cultural Centre to show solidarity with Ukraine, in particular our sister Cities of Literature in Odesa and Lviv
- We continued our work with our Youth Advisory Board co-producing work and projects and they delivered their first major event for International Youth Day.
- The Speakeasy collective continued, championing the voices of young people in Nottingham as an open mic night every other month and providing a platform for young people to share their work in a supportive environment, supported by Nottingham Playhouse and Writing East Midlands.
- Story Valley: we continued our work on the ERASMUS+ funded project and the policy toolkit and shared best practice from the initiative in Quebec City, Canada.
- Two Nottingham writers were selected for the Melbourne Virtual writers residency out of 58 applications: Sarah Daniels worked with the Melbourne Young Writer Studio, on a fantasy project and Neal Pike, worked with Rawcus, exploring topics alongside an ensemble of performers with and without a disability.

2023/24 Creative Programme

In April 2023 we began a new phase as an Arts Council England National Portfolio Organisation (NPO). We received the three-year investment in recognition of our ability to deliver projects that celebrate the region's literary excellence and tackle historically poor literacy rates, working on a local, national and international level. This status enables us to deliver a wide range of projects to improve the life chances of our younger members of society, while ensuring Nottingham is seen as an exemplar in its approach to words and their power. The funding period marks the start of a period of transformational development and ambition for the organisation.

UNESCO Cities of Literature Conference and International collaboration

The UNESCO Cities of Literature network brings together 53 cities across 6 continents. While the designation marks existing literary excellence within a city, becoming a UNESCO City of Literature also gives cities a place within a supportive network who share and collaborate with each other. It calls upon cities to nurture creativity, support freedom of speech, and ensure literature reaches as wide and diverse an audience as possible. In October 2023 the network met in Quebec City, Canada discussing challenges, opportunities, aspirations and met with the literary community from Quebec and beyond.

Nottingham was represented by NUCoL Director Hannah Trevarthen. Hannah presented our Story Valley project at an event as part of the public programming engaging with the literary and wider community. In addition, Hannah presented the work of the Development and Integration group that focuses on diversifying the cities in the network and building a cohesive community for incoming Cities of Literature. Hannah was also nominated to the network lead for the Cities of Literature network, taking over from outgoing coordinator John Kenyon from Iowa City.

The work of our city continued to be recognised by the network. In February 2024, we were part of a delegation to Vilnius, Lithuania to share best practice with colleagues from the network, and experience the Vilnius Book Fair, the biggest Book Fair in the Baltic region.

Nottingham City of Literature

Trustees' Report

Story Valley

In July 2020 we secured our first two-year international Erasmus+ grant along with the UNESCO Cities of Literature in Edinburgh, Ljubljana, and Leeuwarden. Story Valley sought to use oral histories and languages to build literacy skills and create a sense of belonging and safety for all migrant, refugee and sanctuary seeking young people in Nottingham. The project finished in 2023 and during the project we co-created:

- a student programme and teacher pack
- an online network and platform for students and teachers to collaborate and connect through
- a policy framework and toolkit to support Vocational Educational Training institutions

Each City of Literature partnered with a secondary school or place of Further Education to roll out these materials. We worked with Nottingham College and its courses in art and design, hairdressing, creative writing, journalism, and ICT and computing to support students using Story Valley as a means of exploring languages, literature, culture, and creativity. In May 2023, Nottingham hosted all Story Valley partners for a three-day visit where we heard talks from academics connected to the project and its themes.

During this period Story Valley was recognised as an example of Good Practice and awarded 90 out of 100 in its final assessment: “Story Valley has met and even exceeded its initial objectives. Success stories like these make one want more.” - Erasmus 2023

Together with project partners, we will explore ways to take the Story Valley approach forward. An extensive selection of teaching resources are freely available through the Story Valley website and Nottingham College teachers plan to expand Story Valley across more subject areas and schools in 2024.

“The project opened our eyes to our students' experiences. The students became closer and more engaged with hearing one another's shared stories. It was so valuable and impactful.” - Teacher, Nottingham College

“Story Valley made me feel confident to talk about my family and how close they are to me and how important they are.” - Student, Nottingham College

Rainbow Library and Our Stories conference

The Rainbow Library was a groundbreaking LGBTQ+ inclusive publishing project, including stories by and for LGBTQ+ young people. Our Stories is the culmination of The Rainbow Library project, a three-day conference in Manchester, Dublin and Nottingham Cities of Literature over three weekends in November 2023. The first edition of The Rainbow Library's publication was shared between Nottingham and Basildon, and the project outputs included:

- 60 young people involved
- 7 UK cities
- 12 creative pieces published
- 569 website views

Nottingham's Our Stories Conference hosted in Nottingham Central Library aimed to create debate on the representation of LGBTQ+ people in children's books and focused on comics and graphic novels with talks by So Mayer, Jules Scheele and Jake Hall. We explored topics relating to inclusive publishing, queer identity and representation through graphic novels and comics.

A participant said: “Inclusion efforts were brilliant and it was a great opportunity to meet other creatives as well as published authors and agents which wasn't something I'd been able to do before. Thank you!”

The event included 30 young people, and speakers, predominantly from LGBTQ+ backgrounds. Our reach via social media was 14,732 via Instagram and Facebook.

Page Against the Machine

67% of adults in the UK would like to read more (The Reading Agency).

Nottingham City of Literature

Trustees' Report

Page Against the Machine encourages readers of all ages and of all backgrounds to switch off from 'the machine' - phones, laptops, social media - and pick up a book instead. In May 2023 we were part of a global reading event lead by Norwich City of Literature with 7 other Cities of Literature: Exeter, Kuhmo, Leeuwarden, Manchester, Melbourne, Nottingham, Slemani. In Nottingham, 50 readers gathered at Bromley House Library to enjoy an hour of individual reading.

"We all really enjoyed the event and have recommended it to friends and family. We will definitely try to go again next year. We were made to feel very welcome and it was a lovely thing to do as a family."

Youth Advisory Board

"I have enjoyed attending meetings and participating in discussions about current and future projects"

"One year on, I can gladly say I am so happy I applied and even more grateful to be a part of a wonderful team".

The Nottingham City of Literature Youth Advisory Board (YAB), established in early 2021 continued to develop in this period, with Elle Jacobson taking over the chairship from Abigail Hutchison and the vice chair role being shared between Oli Nicols and Annie Cross.

The YAB is a collective of twelve young creatives, aged 18-25, advocating for young people around Nottingham. Their work seeks to co-create Nottingham City of Literature activities, create opportunities for developing creative practices, spread a love for words and literature across the city, and contribute to strategic thinking of the organisation, ensuring youth voice is at the heart of our work.

YAB members attend monthly meetings, contribute to governance, help create opportunities and develop plans, and act as ambassadors/advocates for Nottingham City of Literature. In return, they receive free books, free tickets, opportunities to develop key skills in leadership and teamwork, and advice on how to find a career in the creative sector.

Building on the work in the previous period, in August 2023 the YAB successfully led an event for International Youth Day titled 'Creatives of the Future', exploring careers and opportunities for young people in the cultural sector inviting guest speakers from across Nottingham to share their experiences, and the YAB lead workshops for their peers. We were impressed by the digital impact of the event with 3,563 reached on Facebook and Instagram during the marketing campaign.

Our members want to give more to their local community and want to further promote Nottingham City of Literature's events. 75% of youth board members stated they would be open to joining other City of Literature committees and during this period Oli Nicol was part of our green action group, exploring the organisation's green policies and programming.

Speak Easy

Speak Easy is a spoken word collective which encourages young people to showcase their own creative work in a safe and relaxed environment. Created by two members from Nottingham City of Literature's Youth Advisory Board, Connor Brown and Abi Hutchinson, this collective has blossomed since its first event on 30 December 2021. Connor and Abi's idea has evolved into a bi-monthly programme which Nottingham Playhouse has committed to host and to promote and which also has the support of Writing East Midlands. Artistic outputs ranging from music to poetry to stand-up comedy to rap have been performed, illustrating the strong connection between all creative forms and the abundant creativity and talent of young people in Nottingham.

Speak Easy has provided Abi and Connor with experience of working in the creative sector, vital professional experience when, sometimes, the negativity surrounding careers in arts in the media and in politics can deter people from pursuing their ideal career. Connor and Abi acknowledge how important and vital a welcoming, inclusive space is in the creative sector right now.

"It's just such a special place, and a place where everyone can belong" - Connor.

Nottingham City of Literature

Trustees' Report

"I truly believe that projects such as this are only possible because of organisations like Nottingham City of Literature and those alike. Without their support a project that now helps many individuals would have been nothing more than an idea" - Abi.

Slamovision

Slamovision is an international competition held between the UNESCO Cities of Literature. Nottingham has and continues to perform very strongly in this competition. In 2023, we hosted Slamovision, after winning the international competition for a second time in 2022, once again collaborating with NTU's WRAP programme and hosting the event at Confetti. As part of the event, we were lucky to host five international poets to perform in person to a well-attended event at Confetti. The event was also live-streamed with over 100 people watching online.

Our City, Our Stories

From January to April 2024, creative workshops took place at six local libraries: Bilborough, Dales Centre, Radford-Lenton, The Meadows, Southglade Park and St Ann's Valley. We talked, listened and wrote together, building stories based on the experiences and ideas of the local communities. Six great local writers helped to create space for intergenerational audiences to share thoughts and listen to stories from other people too. The project also produced a series of recordings, where each of the six local writers crafted letters inspired by the community stories they encountered during the workshops held in the six libraries. We produced a digital anthology featuring submissions from workshop participants alongside writing specially selected by the writers from each of the six libraries, features a total of 70 poems and stories from the people of Nottingham.

"Holding a workshop and asking people to explore and express themselves openly in front of new people and asking them then to share their inner thoughts and feelings can sometimes start a bit quietly and slow. But as soon as I met the brilliant bunch at knit and natter, I realised it wouldn't be a quiet one - and, I knew nothing about St Ann's. They had a wealth of knowledge on the local area, and they loved some tea - and that's all of the gossip and a cuppa."

- Jay Sandhu, Writer for St Ann's Library

Notts TV Book Club

Notts TV Book Club broadcasts monthly on Notts TV, a local TV station on Freeview 7 and Virgin 159, with 300,000 regular viewers. The show is also available internationally on demand. From its launch in 2021 onwards, the show has had a strategic connection to Nottingham's UNESCO status, celebrating reading for pleasure across different genres and themes. Host Dr Becky Cullen from Nottingham Trent University's WRAP (Writing, Reading and Pleasure) programme works in partnership with Nottingham City of Literature to curate a diverse bookshelf, from bestsellers to titles which open dialogues around race, gender, migration, sexual identity and class. Notts TV Book Club features a panel of 3 guests each month, including publishers, writers, booksellers, librarians and community leaders, building the visibility of reading infrastructure in the City. With over 120,000 viewers in Season 2, Notts TV Book Club is now entering its third season.

Nottingham and beyond

In addition to the above projects, NUCoL also participated in local, national and international initiatives including:

- International Mother Language Day: we participated in an initiative led by Manchester City of Literature for an exhibition 'Threads' featuring multilingual writing and material from 10 UNESCO Cities of Literature.
- World Poetry Day: our Youth Advisory Board led a workshop inspired by the works of Italian writer Cesare Pavese to create a collaborative poem, and also took influence from other UNESCO Cities of Literature to create new work.
- Reading for Odesa: led by Milan City of Literature and Odesa Literary Museum, we worked with Five Leaves Bookshop on an evening of readings of a range of classic and contemporary Ukrainian literature handpicked by Odesa Literary Museum and Nottingham's Ukrainian community in solidarity with Ukraine.

Nottingham City of Literature

Trustees' Report

- The London Book Fair 2024: our director Hannah Trevarthen participated in a panel discussion on the work that the English Cities of Literature are doing to celebrate and explore translation with and for local communities, and how these programmes speak to UNESCO's global sustainable development goals (SDGs).

Our core team and volunteers have worked tirelessly to engage with broad and diverse audiences from across the city and beyond. As ever, we would like to take this opportunity to thank all our core partners, Nottingham City Council, Nottingham Trent University, University of Nottingham and Arts Council England for their support. In this period our work was supported by the 'Places Postcode' Trust

University collaborations

During the period, we continued our strategic partnerships with our Higher Education Institutions, University of Nottingham and Nottingham Trent University to collaborate on a range of projects, lectures, research outputs and public engagement alongside student placements and design sprints using the lens of the sustainable development goals. Below are a couple of examples of numerous collaborations during the period.

To ensure we remain inclusive and encourage involvement from the reading and writing communities in Nottingham, we continued our work offering student placements and internships. During the year we provided eleven student placements (six University of Nottingham, and five Nottingham Trent University (NTU)), a couple of these were directed to students from widening participation backgrounds.

We worked with NTU students developing a series of challenges/projects based on real life problems in the workplace, including NTU illustration students, who looked at the creation of a literary map. We supported Dr Sarah Jackson's Voice Notes project, connecting Nottingham and Slemani Cities of Literature on a digital poetry project, with the outputs being showcased at New Art Exchange.

With the University of Nottingham, we continued to collaborate on a range of outcomes linked to the Story Valley project working with the School of Cultures, Languages and Area Studies. In addition we worked together on the festival launch event for the 2023 Being Human Festival, collaborating with the Royal Society Science Book Prize on a special event with the Chair of the judges and shortlisted writers on science writing connected to the theme 'Rhyme and Reason'.

We continued with our City of Literature lecture series which aims to create a platform for new thinking about the future. Edmund de Waal delivered the fourth City of Literature Lecture in October 2023. Born in Nottingham, de Waal is a contemporary English artist, master potter and author. He is known for his large-scale installations of porcelain vessels often created in response to collections and archives or the history of a particular place. De Waal's book 'The Hare with Amber Eyes' was awarded the Costa Book Award for Biography, Royal Society of Literature Ondaatje Prize in 2011 and Windham-Campbell Literature Prize for Non-Fiction in 2015. De Waal's second book, 'The White Road', which traces his journey to discover the history of porcelain, inspired on his own personal family history, was released in 2015. "Brilliant, moving, thought-provoking".

In the period, we were successful in applying in partnership with the University of Nottingham and Nottingham Trent University for an AHRC Midlands4Cities Collaborative Doctoral Award. As co-supervisors of the project, we will be building on the success of the Story Valley project. In researching language heritages, and exploring the development of cultural, educational opportunities in Nottingham, The project seeks to develop a theoretical framework for documenting, safeguarding, and supporting multilingual and local English-language heritages to enhance cultural opportunities and support literacies for young people drawing on the notion of Intangible Cultural Heritage (ICH). The project will start in October 2024.

Funding, resilience and governance

During this period, we continued to focus on strengthening existing partnerships and building dynamic new collaborations with organisations working in the city and beyond; we continued to work with national organisation First Story and connected with Writing East Midlands and Nottingham Playhouse on our poetry collective Speak Easy. We worked with the Royal Society Science Book Prize for the first time as part of the Being Human Festival.

Nottingham City of Literature

Trustees' Report

Our work was supported by the Places Postcode Trust for the first time to build on programmes with young people and our communities. The funding environment continued to be challenging as we modified our proposed plans to meet our situation. During this period, we received notice that our core funding from Nottingham City Council would be cut by 100% in the 2024/25 financial year.

Looking ahead

In November 2023, we celebrated the launch of Nottingham's new state-of-the-art Central Library on Carrington Street. This modern new building will be the home for the Nottingham City of Literature team from Summer 2024 and will be our base as we look towards our 10th anniversary in 2025.

Changing Faces

We extend our thanks and gratitude to members of the Nottingham City of Literature team, board and youth board who contribute to the success of the organisation. Long-standing team member Matt Turpin moved onto an exciting new teaching role inspiring the journalists and writers of the future, and Cara Thompson left the organisation to pursue other opportunities as a writer and creative producer.

We welcomed Katy Birch first as our Story Valley researcher and who then moved into our Project Coordinator role and Ruth Lewis Jones joined us on a freelance basis to skilfully deliver our Young Voices Amplified and Our City, Our Stories projects. Special thanks to Left Lion who supported our communications during this year.

Financial review

Policy on reserves

NUCoL's Reserves Policy ensures unrestricted designated funds and free reserves are built up and maintained as a contingency provision for three months' operating costs.

Principal risks and uncertainties

Financial risks

Not fundraising enough to compromise the core operational costs.

Nottingham City of Literature

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Nottingham City of Literature for the purposes of company law) 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 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 can 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 companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 18/12/24 and signed on its behalf by:



Patrick Limb
Trustee

Nottingham City of Literature

Independent Examiner's Report to the trustees of Nottingham City of Literature ('the Company')

Independent examiner's report to the trustees of Nottingham City of Literature ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's 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').

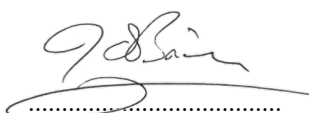
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 19/12/24

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Total 2024 £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	246,466	246,466	109,127
Charitable activities	3	<u>1,798</u>	<u>1,798</u>	<u>101,372</u>
Total Income		<u>248,264</u>	<u>248,264</u>	<u>210,499</u>
Expenditure on:				
Charitable activities	5	<u>(195,130)</u>	<u>(195,130)</u>	<u>(219,067)</u>
Total Expenditure		<u>(195,130)</u>	<u>(195,130)</u>	<u>(219,067)</u>
Net income/(expenditure)		<u>53,134</u>	<u>53,134</u>	<u>(8,568)</u>
Net movement in funds		53,134	53,134	(8,568)
Reconciliation of funds				
Total funds brought forward		<u>65,263</u>	<u>65,263</u>	<u>73,831</u>
Total funds carried forward	17	<u><u>118,397</u></u>	<u><u>118,397</u></u>	<u><u>65,263</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 17.

The notes on pages 15 to 22 form an integral part of these financial statements.

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	109,127	-	109,127
Charitable activities	3	4,424	96,948	101,372
Total Income		113,551	96,948	210,499
Expenditure on:				
Charitable activities	5	(122,119)	(96,948)	(219,067)
Total Expenditure		(122,119)	(96,948)	(219,067)
Net expenditure		(8,568)	-	(8,568)
Net movement in funds		(8,568)	-	(8,568)
Reconciliation of funds				
Total funds brought forward		73,831	-	73,831
Total funds carried forward	17	65,263	-	65,263

The notes on pages 15 to 22 form an integral part of these financial statements.

Nottingham City of Literature
(Registration number: 09144072)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	10	817	-
Current assets			
Debtors	11	1,336	9,837
Cash at bank and in hand		<u>130,517</u>	<u>62,242</u>
		131,853	72,079
Creditors: Amounts falling due within one year	12	<u>(14,273)</u>	<u>(6,816)</u>
Net current assets		<u>117,580</u>	<u>65,263</u>
Net assets		<u>118,397</u>	<u>65,263</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>118,397</u>	<u>65,263</u>
Total funds	17	<u>118,397</u>	<u>65,263</u>

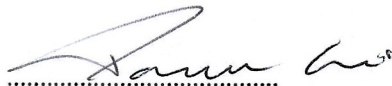
For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 12 to 22 were approved by the trustees, and authorised for issue on 11.2.24. and signed on their behalf by:



Patrick Limb
Trustee

The notes on pages 15 to 22 form an integral part of these financial statements.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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

Basis of preparation

Nottingham City of Literature 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £400 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	216,750	216,750	76,827
Grants, including capital grants;			
Government grants	29,716	29,716	32,300
	<u>246,466</u>	<u>246,466</u>	<u>109,127</u>

3 Income from charitable activities

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Grants & donations	-	-	93,478
Sundry income	1,798	1,798	7,894
	<u>1,798</u>	<u>1,798</u>	<u>101,372</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Nottingham City Council	29,716	-	29,716
University of Nottingham	25,000	-	25,000
Arts Council England	130,000	-	130,000
Postcode Places	25,000	-	25,000
Nottingham Trent University	25,000	-	25,000
Erasmus	7,125	-	7,125
Sundry grants & donations	4,625	-	4,625
	<u>246,466</u>	<u>-</u>	<u>246,466</u>

5 Expenditure on charitable activities

	Unrestricted General £	Total 2024 £	Total 2023 £
Programme development	61,731	61,731	42,894
People costs	102,934	102,934	140,740
Marketing & PR	7,810	7,810	12,083
Overheads & administration	22,655	22,655	23,350
	<u>195,130</u>	<u>195,130</u>	<u>219,067</u>

6 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	<u>162</u>	<u>-</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

7 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	76,615	121,019
Social security costs	2,931	5,148
Pension costs	2,655	3,612
	<u>82,201</u>	<u>129,779</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2024 No	2023 No
Average number of employees	<u>4</u>	<u>5</u>

3 (2023 - 4) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,655 (2023 - £3,612).

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

The total employee benefits of the key management personnel of the charity were £50,861 (2023 - £48,763).

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2024 £	2023 £
Independent examination	520	455
Other financial services	734	640
	<u>1,254</u>	<u>1,095</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

10 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2023	8,418	8,418
Additions	979	979
At 31 March 2024	9,397	9,397
Depreciation		
At 1 April 2023	8,418	8,418
Charge for the year	162	162
At 31 March 2024	8,580	8,580
Net book value		
At 31 March 2024	817	817
At 31 March 2023	-	-

11 Debtors

	2024 £	2023 £
Trade debtors	298	-
Other debtors	1,038	9,837
	1,336	9,837

12 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	7,118	-
Other taxation and social security	1,899	1,937
Other creditors	632	703
Accruals	624	4,176
Deferred income	4,000	-
	14,273	6,816

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

13 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Related party transactions

There were no related party transactions in the year.

16 Analysis of net assets between funds

	Unrestricted	
	General	2024
	£	Total funds
		£
Tangible fixed assets	817	817
Current assets	131,853	131,853
Current liabilities	(14,273)	(14,273)
Total net assets	<u>118,397</u>	<u>118,397</u>
	Unrestricted	
	General	2023
	£	Total funds
		£
Current assets	72,079	72,079
Current liabilities	(6,816)	(6,816)
Total net assets	<u>65,263</u>	<u>65,263</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2024

17 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	65,263	248,264	(195,130)	118,397
	<u>65,263</u>	<u>248,264</u>	<u>(195,130)</u>	<u>118,397</u>
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General fund	73,831	113,551	(122,119)	65,263
	<u>73,831</u>	<u>113,551</u>	<u>(122,119)</u>	<u>65,263</u>
Restricted				
Young Voices Amplified	-	96,948	(96,948)	-
	<u>-</u>	<u>96,948</u>	<u>(96,948)</u>	<u>-</u>
Total funds	<u>73,831</u>	<u>210,499</u>	<u>(219,067)</u>	<u>65,263</u>

The specific purposes for which the funds are to be applied are as follows:

Young Voices Amplified expands engagement, inclusion and reach with young people in Nottingham through a 12-month creative leadership & literature programme. We plan to educate, inspire, equip and empower young audiences to: shape and inform conversations about Nottingham's new central library; collaborate with writers on creative writing and book club activities; co-produce a mass shared reading campaign promoting the positive benefits of reading for mental health; and to participate in training, mentoring, networking & ideation workshops. It will culminate in a Young Voices Symposium bringing together young co-producers & creative practitioners to share effective practices for engaging young people in the arts.

Accounts

Company registration number: 09144072

Charity registration number: 1161161

Nottingham City of Literature

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Nottingham City of Literature

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Nottingham City of Literature

Reference and Administrative Details

Trustees	Patrick Limb William Gregory Helen Lawrenson Barbara Cathcart Claire Bale Emily York Trevor Wright Amy Bere
President	Stephen Lowe
Senior Management Team	Hannah Trevarthen, Director, from 20 April 2022
Charity Registration Number	1161161
Company Registration Number	09144072
Registered Office	Lakeside Arts University of Nottingham University Park Nottingham NG7 2RD
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Nottingham City of Literature

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Patrick Limb
	William Gregory
	Helen Lawrenson
	Barbara Cathcart
	Claire Bale
	Emily York
	Trevor Wright
	Amy Bere (appointed 16 November 2022)
	Barbara Matthews (resigned 3 August 2022)
	Rosemary Healy (resigned 16 November 2022)
	Jenny Swann (resigned 16 November 2022)
	Khaya Ayomide Job (resigned 13 September 2023)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 23/7/14 and most recently amended 07/10/2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Trustees apply via submitting an expression of interest and a CV, we then shortlist candidates for an interview, then invite the potential trustee to attend a meeting as observer, and finally the new trustee is ratified by the Board.

Objectives and activities

Objects and aims

Promote the education of the public at large by providing or assisting in the provision of opportunities to access, engage in, understand and enjoy literature and writing, including, but not limited to, promoting and organising a bid for Nottingham to become a UNESCO City of Literature; and/or to pursue such other charitable purposes analogous to any of the above as the Directors in their absolute discretion shall determine.

Nottingham City of Literature

Trustees' Report

Public benefit

We deliver activity to engage young people in reading, writing and creativity. We offer creative writing workshops, gift books, support creatives to deliver literature related activity. We also support writers and creatives and direct them to partners' opportunities (local, national and international), and give creatives paid work through delivering activity for us. We promote all things literature across the city and beyond.

These activities benefit the public by inspiring personal and social transformation through reading, writing and creativity.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements & performance

Nottingham was awarded UNESCO City of Literature status in December 2015 and since then has taken its place as a member of the UNESCO Creative Cities network, enabling it to play a cultural and creative role on the international stage.

Our Mission

Nottingham UNESCO City of Literature believes in building better futures with words.

Our Vision

Our vision is of a city where everyone is reading and writing their way to a better life. We believe in literature as a reflection of humanity at its best, enabling people to better understand each other and the world we live in.

Objectives

In pursuit of our mission and vision, we have four objectives:

LEADERSHIP: to provide leadership for the city through our role as strategic catalyst, helping cultural organisations to work together more effectively;

LEARNING: To make an impact on long-term literacy levels by growing diverse audiences for reading and writing in collaboration with Nottingham's universities, literacy hub, libraries, schools, arts and literary organisations;

PLACE: to animate the city's UNESCO designation and positively impact placemaking, the position and promotion of Nottingham's international reputation as a creative city;

INTERNATIONAL: to strengthen international partnerships by providing access to new knowledge and creative exchange opportunities between individuals and organisations in Nottingham's creative sectors.

Nottingham City of Literature

Trustees' Report

Executive Summary

Our mission is 'Building Better Futures with Words' and all our activity in the period was focused on developing connectivity, nurturing creativity and amplifying young voices.

Key projects and achievements in the period April 2022 - 2023 included:

- Young Voices Amplified: we worked with schools in the city to empower young people through creative writing and their work was published in specially produced anthologies
- Big City Reads: our city wide reading campaign featured four books and reached over 250,000 people in the city
- Youth Voices Symposium: we gathered change makers, young creatives and decision makers together to discuss youth voice and share best practice
- Youth Advisory Board: our youth board strengthened its role as part of our governance structure and assisted shaping the strategy of the organisation for our NPO and beyond.

On a global level we connected Nottingham to the world via international projects and UNESCO days:

- Slamovision: Nottingham triumphed again in the Cities of Literature global poetry slam showcasing the calibre of our poets and vibrant spoken word scene.
- International Youth Day: young people from the city wrote a call to action on how best to support the creatives of the future
- Story Valley: we continued our work on the ERASMUS+ funded project and the policy toolkit and shared best practice from the initiative in Melbourne, Australia

This period also marked a period of change and transition with our new director Hannah Trevarthen starting in April 2022 and the achievement of our successful Arts Council England National Portfolio Organisation application - leading us into the next chapter of our work ahead of our 10th anniversary in 2025.

2022/23 Creative Programme

UNESCO Cities of Literature Conference and International collaboration

The UNESCO Cities of Literature network brings together 42 cities across 6 continents. While the designation marks existing literary excellence within a city, becoming a UNESCO City of Literature also gives cities a place within a supportive network who share and collaborate with each other. It calls upon cities to nurture creativity, support freedom of speech, and ensure literature reaches as wide and diverse an audience as possible. In September 2022 the network met in Melbourne, Australia discussing challenges, opportunities, aspirations and met with the literary community from Melbourne and beyond.

Nottingham was represented by our new director Hannah Trevarthen. Hannah presented the progress of our Story Valley project. In addition, Hannah was asked to co-lead the Development and Integration group that focuses on diversifying the cities in the network and building a cohesive community for incoming Cities of Literature.

The work of our city continued to be recognised by the network. In November 2022, we were part of a delegation to Bucheon and Wonju, South Korea to share best practice with colleagues from both cities and the UNESCO National Commission, and experience the 2nd Bucheon Literary Diaspora Awards. The award goes to novels that foreground diaspora and migration and celebrate literature that communicates hospitality and richness instead of hatred and discrimination.

Nottingham City of Literature

Trustees' Report

Story Valley

An international Erasmus+ project which enables NUCoL to collaborate with Edinburgh, Ljubljana, and Leeuwarden UNESCO Cities of Literature to use oral histories and languages as a way to build literacy skills and celebrate sanctuary and inspire hope for all migrant, refugee and sanctuary seeking young people. Over the project period, we are working together to deliver three outputs:

- **Student Programme and Teacher Pack designed and delivered by National Literacy Trust** will provide teachers and students with all that is needed to reach the objectives. It's the training programme for school teachers including the methodology, lesson plan and evaluation plan, loaded with practical tools.
- **Online Community and Platform designed and delivered by Leeuwarden (Netherlands)** will provide a teaching, learning and collaborative network for students, teachers and specialists in the field of literature, literacy and the creative industry. A virtual place where everything comes together and is also the main legacy of the project.
- Nottingham is specifically tasked with producing a **Story Valley Policy Framework and Toolkit** to ensure that VET (Vocational Educational Training) is at the forefront of development in the language & literacy sector, specifically targeted at UNESCO Cities of Literature organisations worldwide. It will give VET institutions better access to these networks they can reach out to in order to improve their curriculum in the fields of literacy, multilingualism and cultural heritage (oral history). We will showcase how the Story Valley approach to literacy & language learning, culture, citizenship and inclusion could be implemented in other UNESCO Cities of Literature (from 2023 onwards when we expect to have completed the pilot and evaluation).

As part of the project in 2022/2023, Director Hannah Trevarthen and Associate Researcher Dr Katie Harrison attended a transnational partner meeting in Leeuwarden. The meeting allowed for the sharing of good practice between the VET and further education institutions. Partners had the opportunity to work on each of the Outputs face-to-face and to meet some of the staff and students involved in the project to see first-hand what they have been working on in each location.

In early 2023, we began planning for the Nottingham transnational partner meeting to be held in May 2023 in collaboration with partners across the city and the National Literacy Trust hub Read on Nottingham. With the NLT, we established a pilot with Nottingham College for them to test the student and teacher pack with plans for the work to be showcased in the meeting in May.

Dr Katie Harrison stepped away from the project at the end of 2022 and we appointed Katy Birch, in partnership with the University of Nottingham to complete the project.

Young Voices Amplified

In Autumn 2021, we were successful in securing a £88,000 Arts Council England Project Grant to deliver Young Voices Amplified (2021-23) a creative leadership and literature programme for young people including work with schools, a city-wide reading campaign Big City Reads and a Young Voices Symposium.

Young Voices Amplified was an ambitious programme which ran from November 2021 until February 2023. Funded by Arts Council England, the project aimed to engage young people in Year 9 (13-14 year olds) in Nottingham through words and creative writing and in collaboration with writers. It worked with two schools in disadvantaged areas with low literacy levels in Nottingham through developing skills, leadership qualities, and providing opportunities of working with writers and getting published. 400 pupils were reached through 14 workshops. These workshops explored the theme of the climate crisis from young people's perspectives. All the work produced has been included in specially produced zines, making each pupil involved a published author. 30 pieces from the workshops have been selected for an anthology zine by Manjit Sahota and Sophie Sparham, two of the writer-facilitators. A cohort of students from these and another school attended an Authors' Day in partnership with Lakeside Arts and First Story, where professional writers led a range of workshops which aimed to empower young people through creative writing. Students explored what a sense of place means to them, and how the environments in which we live could benefit from change.

"I enjoyed how we talked about multiple problems in our society so that we can think about all the things we can fix or make better."

"I like how they let us use our imagination."

Nottingham City of Literature

Trustees' Report

It culminated in a Young Voices Symposium bringing together young co-producers & creative practitioners to share effective practices for engaging young people in the art:

Young Voices Symposium

The Young Voices Symposium was held in February 2023 at Nonsuch Studios, Nottingham. There were a range of speakers and a variety of workshops and panels to explore and identify best practice and ideas for empowering youth voices and to bring together young co-producers and creative practitioners. Sessions ranged from running effective hybrid events to how to be a child friendly city, as well as performances and introducing the International Youth Day young people's manifesto: A Promise for Change.

What was gained:

- 29% developed knowledge of how to communicate with young people.
- 56% were inspired to read for pleasure.
- 88% felt that the Young Voices Amplified project and the Young Voices Symposium had inspired them to be more creative.
- 94% enjoyed taking part in the Young Voices Symposium.
- 94% said they would like to take part in other Nottingham City of Literature events in the future
- 94% said they would recommend NCoL events to friends.

The panels on the day were a particular highlight. In addition, audience evaluation showed that panels felt educational and inclusive, addressing relevant issues and showcasing international perspectives.

The event culminated with performances and the launch of our 'A Promise for Change Manifesto', developed in collaboration with young people.

Thinking to the future, audience members commented that they would like to see more of these events to share best practices and information and to hold events focused on journalism, publishing, and how to get published.

"I was blown away by the day to be honest, everyone that was brought in to contribute was amazing and excellent. It was a really nice turnout and you don't know what you're going to get at these type of events but everyone that was given a space was so attentive and ready for what was to come in the day made it feel a very powerful day."

"I feel like connections are really important and events like this establish connections and mean that you can go further as a creative, which I think is really crucial as a young person seeking work ... in the arts one day. I think the conversations around access are really crucial, like I've always been an advocate for accessibility. To be able to pioneer those and kind of be welcomed with open arms is really rewarding. And I think going on to next year as chair of the youth board, I'd quite like to see this event be done but run by young people."

Big City Reads

Big City Reads was a summer reading campaign that took place between 4 July and 12 August 2022, specifically led by and targeted at young people. A cohort of young people selected four mood-boosting books for city-wide distribution:

- 'Sad Ghost Club' by Lize Meddings
- 'Excuse Me While I Ugly Cry' by Joya Goffney
- 'Furthermoor' by Darren Simpson
- 'Punching the Air' by Yusef Salaam and Ibi Zoboi

The books prioritised exploring issues of mental health in sincere but accessible ways, and promoted creativity and writing as means of practicing mental wellbeing. Representation and inclusivity were important when selecting these books: three of these authors are Black and Indigenous people of colour (BIPOC) who are based internationally in the US whilst two are from the UK, one is locally based in Nottingham and the other is based in Bristol.

Nottingham City of Literature

Trustees' Report

2000 books were distributed targeting areas of high deprivation, low literacy, and limited access to books, through 55 city areas nominated by their City Councillors, 47 secondary schools, 16 city libraries, and other key partner creative organisations and venues. Reviews of each of the four books were written by young people and published through Left Lion, Nottingham's magazine. These reviewers felt that the books 'depict mental health struggles in a very accurate yet accessible way', while being positive and providing 'encouragement to be proactive with mental wellbeing.

Youth Advisory Board

The Nottingham City of Literature Youth Advisory Board (YAB), established in early 2021 continued to develop in this period and was led by chair Abigail Hutchison and vice-char Nidaa Raoof. The YAB is a collective of twelve young creatives, aged 18-25, advocating for young people around Nottingham. Their work seeks to co-create Nottingham City of Literature activities, create opportunities for developing creative practices, spread a love for words and literature across the city, and contribute to strategic thinking of the organisation, ensuring youth voice is at the heart of our work.

YAB members attend monthly meetings, contribute to governance, help create opportunities and develop plans, and act as ambassadors/advocates for Nottingham City of Literature. In return, they receive free books, free tickets, opportunities to develop key skills in leadership and teamwork, and advice on how to find a career in the creative sector.

A survey of the Youth Advisory Board in February 2023 found very high levels of satisfaction in the members. Since being on the Board, they identify they have developed skills in:

- writing
- creativity
- leadership
- public speaking
- communication
- poetry
- politics
- copywriting
- climate change
- administration

Looking forward, they want to develop skills in are:

- idea presentation
- young engagement
- freelancing
- event development

It is clear these members want to give more to their local community and want to further promote Nottingham City of Literature's events. 75% of board members would be open to joining other City of Literature committees and action groups.

"I have enjoyed attending meetings and participating in discussions about current and future projects"

Speak Easy

Speak Easy is a spoken word collective which encourages young people to showcase their own creative work in a safe and relaxed environment. Created by two members from Nottingham City of Literature's Youth Advisory Board, Connor Brown and Abi Hutchinson, this collective has blossomed since its first event on 30 December 2021. Connor and Abi's idea has evolved into a bi-monthly programme which Nottingham Playhouse has committed to host and to promote and which also has the support of Writing East Midlands. Artistic outputs ranging from music to poetry to stand-up comedy to rap have been performed, illustrating the strong connection between all creative forms and the abundant creativity and talent of young people in Nottingham.

Nottingham City of Literature

Trustees' Report

Speak Easy has provided Abi and Connor with experience of working in the creative sector, vital professional experience when, sometimes, the negativity surrounding careers in arts in the media and in politics can deter people from pursuing their ideal career. Connor and Abi acknowledge how important and vital a welcoming, inclusive space is in the creative sector right now.

Connor: "It's just such a special place, and a place where everyone can belong".

Abi: "I truly believe that projects such as this are only possible because of organisations like Nottingham City of Literature and those alike. Without their support a project that now helps many individuals would have been nothing more than an idea".

Slamovision

Slamovision is an international competition held between the UNESCO Cities of Literature. Nottingham has and continues to perform very strongly in this competition. In December 2021, we were crowned Slamovision champions with Cara Thompson's winning poem 'Island Screams'. Cara is a writer and poet from Nottingham, whose poetry explores and embraces her identity and Jamaican-British heritage, alongside interrogating the impact of racism upon the Black British community. We're incredibly proud of Cara's achievement.

In 2022, Nottingham hosted Slamovision with the heats in October and the grand finale in December. 10 poets from different cities made it into the final. We were ecstatic not only to host the competition but also to be the home city of the crowned winner, Abíódún 'Abbey' Abdul, with her poem, 'Strong Tea'. Abíódún 'Abbey' Abdul is a Yorùbá-Nigerian English Language Lecturer and writer of poems, essays and memoir-polemics reflecting on social issues encompassing her schooling across three continents. She won various poetry awards throughout childhood and her work focusing on social justice and celebrating our common humanity has been published in anthologies, such as 'Stained Glass Eyes: A Memoir on Race, Family & Multiculturalism'.

"It turns out Strong Tea had the right blend of flavour to rouse me from my poetic stupor and waft Nottingham to worldly heights."

When asked about Slamovision, Abbey said: "It's a chance for the UNESCO cities network to hear and appreciate talented poets across the world, through the pressing topics they wish to express, and the engaging deliveries they wish to present. In this way, Slamovision bypasses borders to bring creatives and audiences together in literary celebration, sharing exciting and insightful spoken word with the world, and I'm all here for it!"

We are hosting the competition again in Autumn/Winter 2023.

Notts TV Book Club

Notts TV Book Club broadcasts monthly on Notts TV, a local TV station on Freeview 7 and Virgin 159, with 300,000 regular viewers. The show is also available internationally on demand. From its launch in 2021 onwards, the show has had a strategic connection to Nottingham's UNESCO status, celebrating reading for pleasure across different genres and themes. Host Dr Becky Cullen from Nottingham Trent University's WRAP (Writing, Reading and Pleasure) programme works in partnership with Nottingham City of Literature to curate a diverse bookshelf, from bestsellers to titles which open dialogues around race, gender, migration, sexual identity and class. Notts TV Book Club features a panel of 3 guests each month, including publishers, writers, booksellers, librarians and community leaders, building the visibility of reading infrastructure in the City. With over 120,000 viewers in Season 2, Notts TV Book Club is now entering its third season.

International Youth Day (12th August): 2022

Nearly 30% of Nottingham City's population is aged 18-29. The young age-structure of the City informs and reinforces Nottingham City of Literature's desire to focus on young voices and young creatives in our city. UNESCO sees that young people are essential in finding solutions to the issues faced in the world today. They must be given the opportunity to engage in social development and be supported in this work by their communities. One of the ways this is achieved is through the International Youth Day (IYD).

Nottingham City of Literature

Trustees' Report

In we worked with Nottingham Playhouse to host a one-day youth forum and celebration in 2022, exploring manifestos for change with youth boards from across Nottingham. The theme was Intergenerational Solidarity and the day was used to investigate Nottingham's plans to become a UNICEF Child Friendly City, outcomes from the recent LGBTQIA+ UNESCO Futures Literacy Lab, and discussions around the new Central Library opening in 2023. Young people in attendance created their own manifesto entitled 'A promise for change', with a foreword by the Chair of the Youth Advisory Board in 2022, Abigail Hutchinson. This is being published in a zine by local printing studio Dizzy Ink.

'To me this manifesto for change is so much more than a document: to me it is a promise that our generation may have the chance to positively impact the lives of young people for generations to come'.

Rainbow Library

The Rainbow Library is a pioneering initiative led by Pop Up Projects, looking to fill in the gap of LGBTQ+ inclusive books for children and young adults, aiming to get books in every school library in the UK and Ireland. The books are being developed with LGBTQ+ young people in Nottingham and seven other cities through intensive workshops.

The cohort in Nottingham has been involved in the development of a comic/graphic novel that will be published in Autumn 2023. The professional writers and illustrators have worked with the young people to evolve their story concepts, plots and other elements. The young people have also developed their own stories for inclusion in an anthology of the very best writing and illustration.

In Autumn 2023, Pop Up and three UNESCO Cities of Literature - Nottingham, Manchester and Dublin - will co-present a three one-day conferences, programmed and presented by LGBTQ+ young people, about some of the themes and experiences that come out of the project.

Nottingham and beyond

In addition to the above projects, NUCoL also participated in local, national and international initiatives including:

- International Mother Language Day: we participated in 'Words From the Childhood Home' a brand new, exciting, multilingual chain poem written to celebrate International Mother Language Day 2023. Manchester City of Literature invited our fellow UNESCO Cities of Literature to nominate a poet to respond to Anjum Malik, a Manchester Multilingual City Poet who writes in Urdu and English. We commissioned Moss Selkin to represent Nottingham. You can read the poem [here](#).
- Five Leaves visits... : we collaborated on six international online events organised by Five Leaves Bookshop, with funding from Arts Council England. The events brought together writers from our region of England together with writers from other Cities of Literature. The events connected authors and bookshops from Jakarta, Seattle, Quebec City, Nanjing and Lviv. The event series can be viewed on YouTube.
- Rialto Poetry: We worked with leading poetry journal The Rialto on an online showcase from The Rialto issue number 98. The event platformed diverse intellectual and emotional work in the magazine through six readers: Kevin Maynard's translations from the seventeenth century Italian poet Tommaso Campanella; Carol Watts' reading included her brilliant poem of solidarity for those caught in the Ukrainian war, Tim Tim Cheng read from work that explores the full political consequences of 'private' life, Martha Sprackland's reading include love poems that are at once vulnerable and sharply exact, and Caleb Klaces and James Turner will read from their collaborative sequence of experimental poems which use grafting techniques to modify the work of GM Hopkins.

Our core team and volunteers have worked tirelessly to engage with broad and diverse audiences from across the city and beyond. As ever, we would like to take this opportunity to thank all our core partners, Nottingham City Council, Nottingham Trent University, University of Nottingham and Arts Council England for their support.

Nottingham City of Literature

Trustees' Report

University collaborations

During the period, we continued our strategic partnerships with our Higher Education Institutions, University of Nottingham and Nottingham Trent University to collaborate on a range of projects, lectures, research outputs and public engagement alongside student placements and design sprints using the lens of the sustainable development goals. Below are a couple of examples of numerous collaborations during the period.

To ensure we remain inclusive and encourage involvement from the reading and writing communities in Nottingham, we continued our work offering student placements and internships. During the year we provided seven student placements (four University of Nottingham, and three Nottingham Trent University (NTU)), a couple of these were directed to students from widening participation backgrounds. In addition we had a 6 month full-time placement, completing the University of Nottingham's Creative Pathways internship, who was then recruited to join the staff of Nottingham City of Literature.

We also worked with NTU students developing a series of challenges/projects based on real life problems in the workplace, including NTU illustration students, who looked at how we could represent young people in our visual branding; NTU Business School students, who looked at alternative Fundraising options for us, and NTU Human Resources Management Students, who looked at our HR practices.

With the University of Nottingham, we collaborated on a range of outcomes linked to the Story Valley project working with the School of Cultures, Languages and Area Studies. Thanks to the University of Nottingham Faculty of Arts Impact Accelerator award, we hosted a series of multilingual creative writing workshops facilitated by Dr Emma Dawson Varughese and the work produced was developed into a zine by Dizzy Ink. The sessions were born from a desire to encourage young people living in Nottingham to have fun and get creative with their languages whilst sharing their stories with one another in an informal setting. Attendees brought a breadth of languages and stories to the workshops with them, and produced work that reflected on their languages, cultures, and stories.

'We have many exciting and mutually-beneficial partnerships and arrangements with Nottingham UNESCO City of Literature, and our students benefit significantly from the opportunities and experiences that arise as a result. For example, the Director, Hannah Trevarthen, is a regular guest on our MA Creative Writing, keen to involve our students in the City of Literature's activities, and the City of Literature also keenly supports our MA anthology publishing project. The City of Literature plays a valued role in helping our students to develop the skills and talents to thrive, which in turn helps our city and region to thrive. We are proud to be connected to the organisation, which is - like us - an integral part of a great city for writing and the arts.'

Dr Rory Waterman, Associate Professor in Creative Writing, Nottingham Trent University

Funding, resilience and governance

During this period, we focused on strengthening existing partnerships and building dynamic new collaborations with organisations working in the city and beyond; we held our first partnership event with national organisation First Story and connected with Writing East Midlands and Nottingham Playhouse on our poetry collective Speak Easy.

Our work was supported by the Norman Trust for the first time to build on programmes with young people. The funding environment continued to be challenging as we modified our proposed plans to meet our funding situation. During this period, our core funding was cut by Nottingham City Council for the second year in a row.

Looking ahead

In March 2022, Hannah Trevarthen was appointed as NUCoL new director, officially starting in April 2022. She joined us from English PEN, one of the world's oldest human rights organisations, where she has worked as their Events and Partnerships Manager since 2015, leading their year round programme of high-profile events and prizes. She brings with her strong experience of working internationally, building local and national partnerships, creative programming and championing new talent.

Nottingham City of Literature

Trustees' Report

In October 2022, Arts Council England announced that (NUCOL) would become a National Portfolio Organisation (NPO) in recognition of our ability to deliver projects that celebrate the region's literary excellence and tackle historically poor literacy rates, working on a local, national and international level.

This status guarantees funding over three years to deliver a wide range of projects to improve the life chances of our younger members of society, while ensuring Nottingham is seen as an exemplar in its approach to words and their power.

The funding period starts in April 2023 and marks the start of a period of transformational development and ambition for the organisation.

Financial review

Policy on reserves

NUCoL's Reserves Policy ensures unrestricted designated funds and free reserves are built up and maintained as a contingency provision for three months' operating costs.

Principal risks and uncertainties

Financial risks

Not fundraising enough to compromise the core operational costs.

Nottingham City of Literature

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Nottingham City of Literature for the purposes of company law) 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 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 can 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 companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 19/12/23 and signed on its behalf by:



Patrick Limb
Trustee

Nottingham City of Literature

Independent Examiner's Report to the trustees of Nottingham City of Literature ('the Company')

Independent examiner's report to the trustees of Nottingham City of Literature ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's 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').

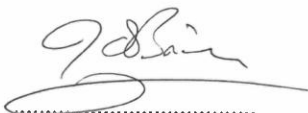
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 19/12/23

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	109,127	-	109,127	129,397
Charitable activities	3	4,424	96,948	101,372	17,974
Total Income		113,551	96,948	210,499	147,371
Expenditure on:					
Charitable activities	5	(122,119)	(96,948)	(219,067)	(167,041)
Total Expenditure		(122,119)	(96,948)	(219,067)	(167,041)
Net expenditure		(8,568)	-	(8,568)	(19,670)
Net movement in funds		(8,568)	-	(8,568)	(19,670)
Reconciliation of funds					
Total funds brought forward		73,831	-	73,831	93,501
Total funds carried forward	16	65,263	-	65,263	73,831

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 16.

The notes on pages 17 to 23 form an integral part of these financial statements.

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	129,397	-	129,397
Charitable activities	3	427	17,547	17,974
Total Income		<u>129,824</u>	<u>17,547</u>	<u>147,371</u>
Expenditure on:				
Charitable activities	5	(149,494)	(17,547)	(167,041)
Total Expenditure		<u>(149,494)</u>	<u>(17,547)</u>	<u>(167,041)</u>
Net expenditure		<u>(19,670)</u>	<u>-</u>	<u>(19,670)</u>
Net movement in funds		(19,670)	-	(19,670)
Reconciliation of funds				
Total funds brought forward		<u>93,501</u>	<u>-</u>	<u>93,501</u>
Total funds carried forward	16	<u>73,831</u>	<u>-</u>	<u>73,831</u>

The notes on pages 17 to 23 form an integral part of these financial statements.

Nottingham City of Literature
(Registration number: 09144072)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	10	9,837	9,756
Cash at bank and in hand		<u>62,242</u>	<u>110,075</u>
		72,079	119,831
Creditors: Amounts falling due within one year	11	<u>(6,816)</u>	<u>(46,000)</u>
Net assets		<u>65,263</u>	<u>73,831</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>65,263</u>	<u>73,831</u>
Total funds	16	<u>65,263</u>	<u>73,831</u>

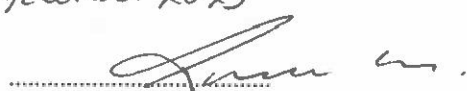
For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 14 to 23 were approved by the trustees, and authorised for issue on 19th December 2023 and signed on their behalf by:



 Patrick Limb
 Trustee

The notes on pages 17 to 23 form an integral part of these financial statements.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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

Basis of preparation

Nottingham City of Literature 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £400 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	76,827	76,827	104,172
Grants, including capital grants;			
Government grants	32,300	32,300	25,225
	<u>109,127</u>	<u>109,127</u>	<u>129,397</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Grants & donations	-	93,478	93,478	17,547
Sundry income	4,424	3,470	7,894	427
	<u>4,424</u>	<u>96,948</u>	<u>101,372</u>	<u>17,974</u>

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Nottingham City Council	32,300	6,800	39,100
University of Nottingham	25,000	-	25,000
Arts Council England	-	85,678	85,678
Nottingham Trent University	25,000	-	25,000
Erasmus	16,965	-	16,965
Sundry grants & donations	9,862	1,000	10,862
	<u>109,127</u>	<u>93,478</u>	<u>202,605</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

5 Expenditure on charitable activities

	Unrestricted		Total 2023	Total 2022
	General £	Restricted £	£	£
Programme development	6,231	36,663	42,894	14,239
People costs	99,977	40,763	140,740	113,680
Marketing & PR	1,073	11,010	12,083	15,915
Overheads & administration	14,838	8,512	23,350	23,207
	<u>122,119</u>	<u>96,948</u>	<u>219,067</u>	<u>167,041</u>

6 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	-	441

7 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	121,019	87,942
Social security costs	5,148	3,298
Pension costs	3,612	2,624
	<u>129,779</u>	<u>93,864</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Average number of employees	5	4

4 (2022 - 4) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £3,612 (2022 - £2,624).

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

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

The total employee benefits of the key management personnel of the charity were £48,763 (2022 - £35,821).

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	455	430
Other financial services	640	627
	<u>1,095</u>	<u>1,057</u>

10 Debtors

	2023 £	2022 £
Other debtors	<u>9,837</u>	<u>9,756</u>

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	1,937	1,372
Other creditors	703	534
Accruals	4,176	2,416
Deferred income	-	41,678
	<u>6,816</u>	<u>46,000</u>

12 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

14 Related party transactions

There were no related party transactions in the year.

15 Analysis of net assets between funds

	Unrestricted		2023
	General		Total funds
	£		£
Current assets	72,079		72,079
Current liabilities	(6,816)		(6,816)
Total net assets	<u>65,263</u>		<u>65,263</u>

	Unrestricted		2022
	General	Restricted	Total funds
	£	£	£
Current assets	78,153	41,678	119,831
Current liabilities	(4,322)	(41,678)	(46,000)
Total net assets	<u>73,831</u>	<u>-</u>	<u>73,831</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2023

16 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General fund	73,831	113,551	(122,119)	65,263
Restricted funds				
Young Voices Amplified	-	96,948	(96,948)	-
Total funds	<u>73,831</u>	<u>210,499</u>	<u>(219,067)</u>	<u>65,263</u>
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
General fund	93,501	129,824	(149,494)	73,831
Restricted				
Young Voices Amplified	-	17,547	(17,547)	-
Total funds	<u>93,501</u>	<u>147,371</u>	<u>(167,041)</u>	<u>73,831</u>

The specific purposes for which the funds are to be applied are as follows:

Young Voices Amplified expands engagement, inclusion and reach with young people in Nottingham through a 12-month creative leadership & literature programme. We plan to educate, inspire, equip and empower young audiences to: shape and inform conversations about Nottingham's new central library; collaborate with writers on creative writing and book club activities; co-produce a mass shared reading campaign promoting the positive benefits of reading for mental health; and to participate in training, mentoring, networking & ideation workshops. It will culminate in a Young Voices Symposium bringing together young co-producers & creative practitioners to share effective practices for engaging young people in the arts.

Accounts

Company registration number: 09144072

Charity registration number: 1161161

Nottingham City of Literature

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Nottingham City of Literature

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Nottingham City of Literature

Reference and Administrative Details

Trustees	Patrick Limb
	Rosemary Healy
	William Gregory
	Jenny Swann
	Barbara Cathcart
	Claire Bale
	Emily York
	Khaya Ayomide Job
	Helen Lawrenson
	Trevor Wright
	Stephen Lowe
President	
Senior Management Team	Sandeep Mahal, Director, until 29 December 2021
	Hannah Trevarthen, Director, from 20 April 2022
Charity Registration Number	1161161
Company Registration Number	09144072
Registered Office	Lakeside Arts University of Nottingham
	University Park
	Nottingham
	NG7 2RD
Independent Examiner	John O'Brien, employee of
	Community Accounting Plus
	Units 1 & 2 North West
	41 Talbot Street
	Nottingham
	NG1 5GL

Nottingham City of Literature

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Patrick Limb
	Rosemary Healy
	William Gregory
	Jenny Swann
	Barbara Cathcart
	Claire Bale
	Emily York
	Khaya Ayomide Job
	Helen Lawrenson (appointed 1 July 2021)
	Trevor Wright (appointed 15 December 2021)
	David Hallett (resigned 30 June 2021)
	David Belbin (resigned 6 October 2021)
	Barbara Matthews (resigned 3 August 2022)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 23/7/14 and most recently amended 07/10/2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Trustees apply via submitting an expression of interest and a CV, we then shortlist candidates for an interview, then invite the potential trustee to attend a meeting as observer, and finally the new trustee is ratified by the Board.

Objectives and activities

Objects and aims

Promote the education of the public at large by providing or assisting in the provision of opportunities to access, engage in, understand and enjoy literature and writing, including, but not limited to, promoting and organising a bid for Nottingham to become a UNESCO City of Literature; and/or to pursue such other charitable purposes analogous to any of the above as the Directors in their absolute discretion shall determine.

Nottingham City of Literature

Trustees' Report

Public benefit

We deliver activity to engage young people in reading, writing and creativity. We offer creative writing workshops, gift books, support creatives to deliver literature related activity. We also support writers and creatives and direct them to partners' opportunities (local, national and international), and give creatives paid work through delivering activity for us. We promote all things literature across the city and beyond.

These activities benefit the public by inspiring personal and social transformation through reading, writing and creativity.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements & performance

Nottingham was awarded UNESCO City of Literature status in December 2015 and since then has taken its place as a member of the UNESCO Creative Cities network, enabling it to play a cultural and creative role on the international stage.

Our Mission

Nottingham UNESCO City of Literature believes in building better futures with words.

Our Vision

Our vision is of a city where everyone is reading and writing their way to a better life. We believe in literature as a reflection of humanity at its best, enabling people to better understand each other and the world we live in.

Objectives

In pursuit of our mission and vision, we have four objectives:

LEADERSHIP: to provide leadership for the city through our role as strategic catalyst, helping cultural organisations to work together more effectively;

LEARNING: To make an impact on long-term literacy levels by growing diverse audiences for reading and writing in collaboration with Nottingham's universities, literacy hub, libraries, schools, arts and literary organisations;

PLACE: to animate the city's UNESCO designation and positively impact placemaking, the position and promotion of Nottingham's international reputation as a creative city;

INTERNATIONAL: to strengthen international partnerships by providing access to new knowledge and creative exchange opportunities between individuals and organisations in Nottingham's creative sectors.

2020/21 Creative Programme

Our mission is 'Building Better Futures with Words' and all our activity in the period was focused on developing connectivity, fostering well-being and nurturing creativity.

UNESCO Cities of Literature Conference

The UNESCO Cities of Literature network brings together 42 cities across 6 continents. While the designation marks existing literary excellence within a city, becoming a UNESCO City of Literature also gives cities a place within a supportive network who share and collaborate with each other. It calls upon cities to nurture creativity, support freedom of speech, and ensure literature reaches as wide and diverse an audience as possible. In September 2021 the network met in Reykjavík at a hybrid event for the first time since the start of the Covid-19 Pandemic, discussing challenges, opportunities and aspirations in a new and uncertain world.

Nottingham City of Literature

Trustees' Report

Nottingham was represented by Sandeep Mahal, as well as staff members from the Nottingham UNESCO City of Literature office.

Later on in November, we welcomed three new cities of literature to the UNESCO Creative Cities Network: Gothenburg, Jakarta and Vilnius.

Story Valley

An international Erasmus+ project which enables NUCoL to collaborate with Edinburgh, Ljubljana, and Leeuwarden UNESCO Cities of Literature to use oral histories and languages as a way to build literacy skills and celebrate sanctuary and inspire hope for all migrant, refugee and sanctuary seeking young people. Over the project period, we are working together to deliver three outputs:

- **Student Programme and Teacher Pack designed and delivered by National Literacy Trust** will provide teachers and students with all that is needed to reach the objectives. It's the training programme for school teachers including the methodology, lesson plan and evaluation plan, loaded with practical tools.

- **Online Community and Platform designed and delivered by Leeuwarden (Netherlands)** will provide a teaching, learning and collaborative network for students, teachers and specialists in the field of literature, literacy and the creative industry. A virtual place where everything comes together and is also the main legacy of the project.

- Nottingham is specifically tasked with producing a **Story Valley Policy Framework and Toolkit** to ensure that VET (Vocational Educational Training) is at the forefront of development in the language & literacy sector, specifically targeted at UNESCO Cities of Literature organisations worldwide. It will give VET institutions better access to these networks they can reach out to in order to improve their curriculum in the fields of literacy, multilingualism and cultural heritage (oral history). We will showcase how the Story Valley approach to literacy & language learning, culture, citizenship and inclusion could be implemented in other UNESCO Cities of Literature (from 2023 onwards when we expect to have completed the pilot and evaluation).

As part of the project in 2021/2022, Associate Researcher Dr Katie Harrison attended two transnational partner meetings in Edinburgh and Ljubljana. Each meeting allowed for the sharing of good practice between the VET and further education institutions. Partners had the opportunity to work on each of the Outputs face-to-face and to meet some of the staff and students involved in the project to see first-hand what they have been working on in each location. In 2023 Nottingham will host the transnational partner meeting.

Freedom Reads

In partnership with English PEN and held at the National Justice Museum, we facilitated a series of creative reading and writing workshops for young people. Facilitated by poet Joshua Judson the workshops looked at these themes of protest, free speech, and democracy, as well as taking a deep dive into some of the most famous (and infamous) books to have sparked public outrage across time. In this programme 28% of participants considered themselves to have a disability, 57% lived in one of the top 30% most deprived areas in the UK. Watch videos from the event on our YouTube channel.

Young Voices Amplified

In Autumn 2021, we were successful in securing a £88,000 Arts Council England Project Grant to deliver Young Voices Amplified (2021-22) a creative leadership and literature programme for young people. Young Voices Amplified expands engagement, inclusion and reach with young people in Nottingham. We plan to educate, inspire, equip and empower young audiences to: shape and inform conversations about Nottingham's new central library; collaborate with writers on creative writing and book club activities; co-produce a mass shared reading campaign promoting the positive benefits of reading for mental health; and to participate in training, mentoring, networking & ideation workshops. It will culminate in a Young Voices Symposium bringing together young co-producers & creative practitioners to share effective practices for engaging young people in the arts.

Nottingham City of Literature

Trustees' Report

Youth Advisory Board

We continued to develop our Youth Advisory Board and in September 2021 the Youth Advisory Board also appointed their Chair and Vice-Chair, Abigail Hutchinson and Nidaa Raoof. Since September, Abigail and Nidaa have shown strong leadership and representation of our fantastic Youth Advisory Board. You can read their manifestos for change [here](#).

Notts TV Book Club

Notts TV Book Club launched in December 2021 and is a monthly show for anyone who likes to read, wishes they knew what to read, or wants to take a detour into new reading territory. Hosted by NTU WRAP Programme Manager Becky Cullen with a resident panellist from Nottingham UNESCO City of Literature, and special guests, the show's books of the month include everything from thrillers and romance to self-help and poetry. Jaden Morton from Nottingham Waterstones drops in every episode with his book recommendations to keep us up to date and the show goes out and about finding out what the public think. There is something for everyone and everyone can take part. A team of NTU students work on the show, curating social media as well as developing real-life experience of working in film, TV and journalism. Notts TV Book Club airs the second Tuesday of every month and again on Sunday at 9pm, available on Freeview 7 Virgin 159 or on demand on the Notts TV website.

NUCoL also participated in a wide range of international projects including:

- **World Poetry Day:** to celebrate World Poetry Day UNESCO City of Literature started an international chain poem on 21 March 2021. Since then each month a poet and translator from the cities in the network added three original lines. The poem grew larger and more impressive with every new month. Nottingham participated in the Chain Poem, commissioning loney Smallhome to write a stanza for the project, which finished on World Poetry Day 2022

- **Slamovision:** Slamovision is the global spoken word community's Eurovision, hosted by the UNESCO Cities of Literature. The 2021 slam was hosted jointly by Manchester and Quebec Cities of Literature, after their wins in 2020. Our candidate, Cara Thompson, won with her poem 'Island Screams' and brought the SlamOVision crown to Nottingham - pinning us on the map as a city of performance poetry. We will host the competition in 2022

- **Future Literacy Lab: The Future of Queer Safe Spaces 2050:** a UNESCO Futures Literacy collaboration with the International Coalition of Inclusive and Sustainable Cities (ICCAR) and UNESCO Creative Cities Network (UCCN). Young people from Nottingham participated in online conversations that will help inform UNESCO's action-learning plan for the global promotion and protection of the rights of LGBTQIA+ Youth. Participants received a certificate of participation from UNESCO upon the conclusion of the lab and they will be invited to share their findings at a conference in Paris.

- **International Translation Day:** International Translation Day (ITD) celebrates translation, translators and translated literature every 30 September. For ITD 2021, we ran a series of interviews and panel talks, in collaboration with sister UNESCO Cities of Literature Lviv and Ljubljana. We also heard from local translators based in Nottingham, who combined work in over 10 languages, including French, German, Polish, Slovene, and Russian.

Rainbow Library

The Rainbow Library is a pioneering initiative led by Pop Up Projects, looking to fill in the gap of LGBTQ+ inclusive books for children and young adults, aiming to get books in every school library in the UK and Ireland. The books are being developed with LGBTQ+ young people in Nottingham and seven other cities through intensive workshops.

The cohort in Nottingham has been involved in the development of a comic/graphic novel that will be published in Autumn 2023. The professional writers and illustrators have worked with the young people to evolve their story concepts, plots and other elements. The young people have also developed their own stories for inclusion in an anthology of the very best writing and illustration.

In Autumn 2023, Pop Up and three UNESCO Cities of Literature - Nottingham, Manchester and Dublin - will co-present a three one-day conferences, programmed and presented by LGBTQ+ young people, about some of the themes and experiences that come out of the project.

Nottingham City of Literature

Trustees' Report

To ensure we remain inclusive and encourage involvement from the reading and writing communities in Nottingham, we continued our work offering student placements and internships. During the year we provided four student placements and 2 Creative Pathways internship from a widening participation backgrounds. Testament to the experience that past Creative Pathways interns had at the organisation, two of them were recruited to join the staff of Nottingham City of Literature.

Our core team and volunteers have worked tirelessly to engage with broad and diverse audiences from across the city and beyond. As ever, we would like to take this opportunity to thank all our core partners, Nottingham City Council, Nottingham Trent University, University of Nottingham and Arts Council England for their support.

Changing Faces and future developments

At the end of 2021, founding Director Sandeep Mahal stepped down after five years of operation. Sandeep oversaw the development and growth of Nottingham as a vital place of creative exchange and celebration for literature, as well as setting up NUCoL's organisational and governance structure and brand, and work on values and culture. We thank Sandeep for her invaluable contribution and for building strong foundations for our next chapter.

Paty Bennett, the organisation's general manager was installed as interim director until a new director was appointed. Appointed in Summer 2021, Paty brings experience of audience development, evaluation and strategy. She is keen to promote people-centred environments, spaces for collaboration and co-production working closely with people.

Gareth Morgan joined us in November as our producer for the Young Voices Amplified programme.

In October 2021, founding board chair Dr David Belbin stepped down from the Board of Trustees and we welcomed Patrick Limb KC as our new chair, formerly Deputy chair who joined the board in 2018.

In March 2022, Hannah Trevarthen was appointed as NUCoL new director, officially starting in April 2022. She joins us from English PEN, one of the world's oldest human rights organisations, where she has worked as their Events and Partnerships Manager since 2015, leading their year round programme of high-profile events and prizes. She brings with her strong experience of working internationally, building local and national partnerships, creative programming and championing new talent.

In May 2022, NUCoL will make an application to Arts Council England to become a National Portfolio Organisation in their next funding round. NUCoL has a unique contribution to bring to all four investment principles, as well as to Nottingham City Council's Strategic Plan, the Universities for Nottingham strategic priorities for culture and creativity, and the UN's Global Goals - both through community engaged practice and international collaborations. Therefore 2022 marks a pivotal time for Nottingham to enter an era of transformational development.

Financial review

Policy on reserves

NUCoL's Reserves Policy ensures unrestricted designated funds and free reserves are built up and maintained as a contingency provision for three months' operating costs.

Principal risks and uncertainties

Financial risks

Not fundraising enough to compromise the core operational costs.

Nottingham City of Literature

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Nottingham City of Literature for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company 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:

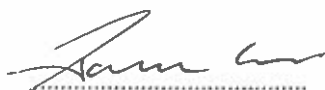
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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 companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 12/12/22 and signed on its behalf by:



Patrick Limb
Trustee

Nottingham City of Literature

Independent Examiner's Report to the trustees of Nottingham City of Literature

Independent examiner's report to the trustees of Nottingham City of Literature ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's 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').

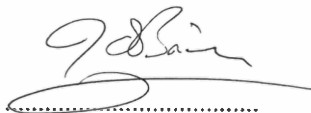
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 12/12/22

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	2	129,397	-	129,397	160,323
Charitable activities	3	427	17,547	17,974	39,491
Total Income		129,824	17,547	147,371	199,814
Expenditure on:					
Charitable activities	5	(149,494)	(17,547)	(167,041)	(159,042)
Total Expenditure		(149,494)	(17,547)	(167,041)	(159,042)
Net (expenditure)/income		(19,670)	-	(19,670)	40,772
Net movement in funds		(19,670)	-	(19,670)	40,772
Reconciliation of funds					
Total funds brought forward		93,501	-	93,501	52,729
Total funds carried forward	18	73,831	-	73,831	93,501

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 18.

The notes on pages 12 to 20 form an integral part of these financial statements.

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	160,323	-	160,323
Charitable activities	3	424	39,067	39,491
Total Income		<u>160,747</u>	<u>39,067</u>	<u>199,814</u>
Expenditure on:				
Charitable activities	5	<u>(101,133)</u>	<u>(57,909)</u>	<u>(159,042)</u>
Total Expenditure		<u>(101,133)</u>	<u>(57,909)</u>	<u>(159,042)</u>
Net income/(expenditure)		59,614	(18,842)	40,772
Transfers between funds		<u>1,581</u>	<u>(1,581)</u>	<u>-</u>
Net movement in funds		61,195	(20,423)	40,772
Reconciliation of funds				
Total funds brought forward		<u>32,306</u>	<u>20,423</u>	<u>52,729</u>
Total funds carried forward	18	<u>93,501</u>	<u>-</u>	<u>93,501</u>

The notes on pages 12 to 20 form an integral part of these financial statements.

Nottingham City of Literature

(Registration number: 09144072)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10	-	441
Current assets			
Debtors	11	9,756	18,750
Cash at bank and in hand		<u>110,075</u>	<u>78,521</u>
		119,831	97,271
Creditors: Amounts falling due within one year	12	<u>(46,000)</u>	<u>(4,211)</u>
Net current assets		<u>73,831</u>	<u>93,060</u>
Net assets		<u>73,831</u>	<u>93,501</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>73,831</u>	<u>93,501</u>
Total funds	18	<u>73,831</u>	<u>93,501</u>

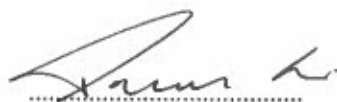
For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 9 to 20 were approved by the trustees, and authorised for issue on ...~~2/12/22~~ and signed on their behalf by:



Patrick Limb
Trustee

The notes on pages 12 to 20 form an integral part of these financial statements.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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

Basis of preparation

Nottingham City of Literature 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £400 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	104,172	104,172	78,218
Grants, including capital grants;			
Government grants	25,225	25,225	82,105
	<u>129,397</u>	<u>129,397</u>	<u>160,323</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Grants & donations	-	17,547	17,547	39,067
Sundry income	427	-	427	424
	<u>427</u>	<u>17,547</u>	<u>17,974</u>	<u>39,491</u>

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Nottingham City Council	25,225	13,075	38,300
University of Nottingham	20,250	-	20,250
Nottingham Playhouse	7,340	-	7,340
Arts Council England	32,521	2,322	34,843
Nottingham Trent University	25,000	-	25,000
Story Valley	8,207	-	8,207
Sundry grants & donations	10,854	2,150	13,004
	<u>129,397</u>	<u>17,547</u>	<u>146,944</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

5 Expenditure on charitable activities

	Unrestricted		Total 2022	Total 2021
	General £	Restricted £	£	£
Programme development	14,239	-	14,239	15,306
People costs	104,543	9,137	113,680	113,105
Marketing & PR	14,161	1,754	15,915	10,110
Overheads & administration	16,551	6,656	23,207	20,521
	<u>149,494</u>	<u>17,547</u>	<u>167,041</u>	<u>159,042</u>

6 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>441</u>	<u>851</u>

7 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	87,942	72,916
Social security costs	3,298	2,428
Pension costs	<u>2,624</u>	<u>2,187</u>
	<u>93,864</u>	<u>77,531</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Average number of employees	<u>4</u>	<u>3</u>

4 (2021 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,624 (2021 - £2,187).

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

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

The total employee benefits of the key management personnel of the charity were £35,821 (2021 - £50,495).

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2022 £	2021 £
Independent examination	430	420
Other financial services	627	508
	<u>1,057</u>	<u>928</u>

10 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2021	<u>8,418</u>	<u>8,418</u>
At 31 March 2022	<u>8,418</u>	<u>8,418</u>
Depreciation		
At 1 April 2021	7,977	7,977
Charge for the year	<u>441</u>	<u>441</u>
At 31 March 2022	<u>8,418</u>	<u>8,418</u>
Net book value		
At 31 March 2022	<u>-</u>	<u>-</u>
At 31 March 2021	<u>441</u>	<u>441</u>

11 Debtors

	2022 £	2021 £
Other debtors	<u>9,756</u>	<u>18,750</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	1,372	3,194
Other creditors	534	513
Accruals	2,416	504
Deferred income	41,678	-
	<u>46,000</u>	<u>4,211</u>

13 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Other		
Within one year	<u>1,575</u>	<u>-</u>

14 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Related party transactions

There were no related party transactions in the year.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

17 Analysis of net assets between funds

	Unrestricted		2022
	General £	Restricted £	Total funds £
Current assets	78,153	41,678	119,831
Current liabilities	<u>(4,322)</u>	<u>(41,678)</u>	<u>(46,000)</u>
Total net assets	<u>73,831</u>	<u>-</u>	<u>73,831</u>
	Unrestricted		2021
	General £		Total funds £
Tangible fixed assets	441		441
Current assets	97,271		97,271
Current liabilities	<u>(4,211)</u>		<u>(4,211)</u>
Total net assets	<u>93,501</u>		<u>93,501</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

18 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
General fund	93,501	129,824	(149,494)	73,831
Restricted funds				
Young Voices Amplified	-	17,547	(17,547)	-
Total funds	<u>93,501</u>	<u>147,371</u>	<u>(167,041)</u>	<u>73,831</u>

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General fund	32,306	160,747	(101,133)	1,581	93,501
Restricted					
Young City Reads	20,423	6,865	(24,842)	(2,446)	-
Building a Better World	-	32,202	(33,067)	865	-
Total restricted funds	<u>20,423</u>	<u>39,067</u>	<u>(57,909)</u>	<u>(1,581)</u>	<u>-</u>
Total funds	<u>52,729</u>	<u>199,814</u>	<u>(159,042)</u>	<u>-</u>	<u>93,501</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2022

The specific purposes for which the funds are to be applied are as follows:

Current year's restricted funds

Young Voices Amplified expands engagement, inclusion and reach with young people in Nottingham through a 12-month creative leadership & literature programme. We plan to educate, inspire, equip and empower young audiences to: shape and inform conversations about Nottingham's new central library; collaborate with writers on creative writing and book club activities; co-produce a mass shared reading campaign promoting the positive benefits of reading for mental health; and to participate in training, mentoring, networking & ideation workshops. It will culminate in a Young Voices Symposium bringing together young co-producers & creative practitioners to share effective practices for engaging young people in the arts.

Previous year's restricted fund

Young City Reads is a year-long programme of audience and leadership development drawing on Nottingham's long tradition of free-thinking radicalism to inspire a range of collaborations across the city.

The Young City Reads programme has three main strands of activity:

- 14 Young Ambassadors who will play a fantastic role fostering and building a culture of reading for pleasure in Nottingham. They will reflect on and explore what it means to be a UNESCO City of Literature, unearth uplifting stories, attend festivals and events, interview writers and co-produce a city-wide reading campaign to inspire more people to read. They will be supported and trained by writer-mentors and expert creatives who will help them carry out their ambassadorial roles.
- The Big City Read: In partnership with Nottingham City Libraries, we will foster a positive attitude to reading through a shared exploration of uplifting books. Our Young Ambassadors will champion four young adult titles, encourage everyone in Nottingham to adopt these titles as their own, and bring all of this together with promotion across public transport, city centre and key neighbourhood sites.
- MyVoice: Young people from across Nottingham will be invited to unleash their imagination and create a story which involves or reflects on the theme of social justice and its global impact. The competition will be a test of creativity, originality, style – and of the ability to entertain and enthrall.

Building a Better World - 2020 flagship lockdown programme, comprising series of 4 virtual author events involving 12 commissioned authors (40% international) including: Ann Patchett, Emily Pine, Kate Mosse, Phillippe Sands, S.J Watson, Stefan Collishaw, Tayari Jones amongst others.

Accounts

Company registration number: 09144072

Charity registration number: 1161161

Nottingham City of Literature

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Nottingham City of Literature

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Nottingham City of Literature

Reference and Administrative Details

Trustees	Patrick Limb
	Rosemary Healy
	William Gregory
	Barbara Matthews
	Jenny Swann
	Barbara Cathcart
	Claire Bale
	Emily York
	Helen Lawrenson
	Khaya Ayomide Job
President	Stephen Lowe
Senior Management Team	Sandeep Mahal, Executive Director
Principal Office	Lakeside Arts University of Nottingham University Park Nottingham NG7 2RD
Company Registration Number	09144072
Charity Registration Number	1161161
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Nottingham City of Literature

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Trustees

Patrick Limb

Rosemary Healy

William Gregory

Barbara Matthews

Jenny Swann

Barbara Cathcart

Claire Bale (appointed 30 October 2020)

Emily York (appointed 31 October 2020)

Helen Lawrenson (appointed 1 July 2021)

Khaya Ayomide Job (appointed 30 October 2020)

David Belbin (resigned 6 October 2021)

David Hallett (resigned 30 June 2021)

Ravinder Bhattal (resigned 26 October 2020)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 23/7/14 and most recently amended 07/10/2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The Directors who served during the year are listed in this document. Directors are appointed by the members at the annual general meeting or by resolution of the Directors. The City of Nottingham has a right to appoint one director ("the Local Authority Director") and decide their period of appointment. Unless otherwise determined by the Company, the Board shall consist of at least three and not more than nine individuals comprised as follows: up to one Local Authority Director; and up to nine Community Directors (ie not a member or officer of the Local Authority). The Community Directors shall at all times be in the majority. The Memorandum of Association provides that no director shall be required to retire at an annual general meeting during the first five years of the Company.

Induction and training of trustees

New Directors meet the Chairman before being appointed at which time all aspects of the charity, including its management arrangements, are discussed and explained. Usually prospective directors attend a board meeting as an observer before being officially appointed. The Board is satisfied that its existing members understand their legal obligations, the charity's constitution and all relevant financial matters.

Nottingham City of Literature

Trustees' Report

Organisational structure

The company is administered by its Directors, who are its trustees for the purposes of charity law. There are currently 11 directors. There are usually bi-monthly formal board meetings. Between formal meetings the board will discuss any relevant matters as and when they arise. The Directors delegate the day to day management to the executive director. During the period there have been no material changes in the policies pursued by the Board.

Objectives and activities

Objects and aims

In pursuit of our mission and vision, we have four objectives:

LEADERSHIP: to provide leadership for the city through our role as strategic catalyst, helping help cultural organisations to work together more effectively;

LEARNING: To make an impact on long-term literacy levels by growing diverse audiences for reading and writing in collaboration with Nottingham's universities, literacy hub, libraries, schools, arts and literary organisations;

PLACE: to animate the city's UNESCO designation and positively impact placemaking, the position and promotion of Nottingham's international reputation as a creative city;

INTERNATIONAL: to strengthen international partnerships by providing access to new knowledge and creative exchange opportunities between individuals and organisations in Nottingham's creative sectors.

Objectives, strategies and activities

The onset of Covid-19 in March 2020 had implications for Nottingham City of Literature's (NUCoL) business planning. The pandemic coincided with significant period of growth and development of NUCoL's programmes during which we expected to see an increase in our income to support the amplification of our flagship programme: Young City Reads. The impact was severe and immediate. We lost £150.7k in April 2020 and another £48k in a very warm pipeline of previous funders; totalling nearly 80% loss of turnover on the previous year (2019/20) published accounts. In addition, 1/3 of our core funding due in September 2020 from Nottingham City Council (NCC) was suspended as a result of NCC's decision to pause the Central Library capital programme. Individual giving was adversely affected too: a planned event to cultivate prospective donors had to be postponed. Many trusts and foundations put their funding programmes on hold and so we were not able to proceed with some major grant applications.

Until Covid-19, NUCoL was in a good financial shape because of our ability to operate on a mixed economy model: we had core funds of £120K confirmed for 2020/21 from Nottingham City Council and the two local universities & had raised £217k in restricted grants during 2019/20 to fund an ambitious creative programme for young people. That hard-won success was put in great peril and as a result, we took the following steps to address the drop in income:

- We used the government's Coronavirus Jobs Retention Scheme (CJRS) to furlough the Communications Coordinator for 20 weeks.
- Our Director elected to reduce her hours and pay from May 2020 to October 2020.
- We were not able to take further advantage of CJRS as we needed all our staff and team to deliver the high-profile events and projects from April - September 2020.
- We removed from the budget the costs of a new post for a Business Manager.
- We significantly reduced the marketing and communications budget.
- There were weekly online meetings between the Director and the Chair, Vice-Chair and de facto Treasurer.

Nottingham City of Literature

Trustees' Report

Covid-19 presented us with significant challenges. It also demonstrated NUCoL's resilience and flexibility, the advantage of being a small, non-venue-based organisation with relatively low overheads - and the growing demand for our work. We invested in digital training and development so we could more effectively connect a wider range of people engaged in reading and creative writing. Despite the difficult income-generation climate, in 2020 we successfully delivered the following programmes thanks to a one-off Emergency Response Fund grant of £25,052 from Arts Council England, additional funding of £3,000 from Thomas Farr Charity, 49,000 (euros) from Erasmus+ and £10,000 from NCC's Covid Discretionary Fund.

This funding enabled us to keep NUCoL going as a viable charity, cover all essential overheads, while maintaining our partnerships, re-designing and delivering our programmes to vulnerable young people, and connecting to local and international audiences. We continued to chair the UNESCO Cities of Literature Network and supported them to exchange advice and share knowledge and impact of Covid-19 on their institutions and programmes. We also continued to find ways to reduce isolation and connect with audiences, giving them practical creative outlets.

2020/21 Creative Programme

Our mission is 'Building a Better World with Words'. It was the title of our 2020 flagship lockdown programme, comprising of:

A series of 4 virtual author events involving 12 commissioned authors (40% international) including: Ann Patchett, Emily Pine, Kate Mosse, Phillippe Sands, S.J Watson, Stefan Collishaw, Tayari Jones amongst others. These events were curated and produced in collaboration with Five Leaves Bookshop, the Women's Prize Trust, Iowa City and Dublin Cities of Literature, and reached a global audience of 1,900. We ensured the events were accessible by commissioning a BSL interpreter and captioned video access via YouTube.

"Felt like we were in the same room as the authors. The format with an interviewer for each author worked so well. Gave us a mix of voices. I appreciated how prepared each of the interviewers were. I was inspired by all the authors and their stories."

Audience member from Galway, Ireland.

Writers in Lockdown: We featured ten local writers on our blog page, asking them to reflect on their experiences during Lockdown:

- #1 Graham Caveney
- #2 Michael Easton
- #3 Kim Slater
- #4 William Ivory
- #5 Catherine Arnold
- #6 Mhairi McFarlane
- #7 Mahendra Solanki
- #8 Susan Finlay
- #9 Panya Banjoko
- #10 Brick

Tales from Cities of Literature

We showcased a series of features from our fellow UNESCO Cities of Literature around the world. The articles focused on how our sister cities continued to build a better world with words while the COVID-19 crisis continues. We featured video articles from four cities: Slemani (Iraq); Granada (Spain); Ljubljana (Slovenia); and Krakow (Poland). All together, these four posts have had 603 unique page views.

Nottingham City of Literature

Trustees' Report

A Letters of Solidarity creative writing campaign was developed and delivered in partnership with local cultural education partners, ChalleNGe, Nottingham Trent University and Food Bank Networks to support young people and help them process the 'moment through which they were living'. We provided free resources in the form of a print activity pack distributed to over 200 homes via Nottingham's Food Bank networks. The packs contained a welcome guide to the project, writing prompts, 5 letter templates, stationary and the Speak Up! Anthology of Nottingham's Young Voices. We shared inspiration from local writers and poets include Amanda Whittington, Adam Penford, Ty Healy, Leanne Moden, Jamie Thrasivoulou, Josh Pickering amongst others. We supported young people with crafting their letters through 3 online creative writing workshops involving 3 writers - Eve Makis, Ioney Smallhorne and Panya Banjoko. We published 49 letters on the Letters of Solidarity website and a special print anthology.

"When lockdown hit, we were plunged into the darkness. Not as a creeping shadow, we did not get the luxury of time, but rather a plunge into an icy lake with rocks around our feet. Rocks that were built out of our fear of the unknown, the loss of loved ones and the loss of ourselves."

Emani, Age 19

To A New Dawn - the Letters of Solidarity anthology was published in February 2021 as an act of solidarity, capturing a singular moment in history and reflecting the irrepressible spirit of youth. The anthology is a wonderfully unique collection of letters exclusively written and edited by young people. We have letters to and from COVID. Letters of appreciation to mums, friends and key workers. One writer escaped lockdown through literature, another through her obsession with online maths. An NHS father wrote to his unborn son. Many young people expressed concerns about racism, the environment and the prospect of joblessness. We received letters about depression, loneliness and a funeral in lockdown, the healing power of Facetime with friends. In these pages you will find empathy, humour and wise words in abundance. Letters of Solidarity was showcased worldwide via the UNESCO Networks and during NTU's Online Language Festival curated by Dr Clare Wood from the Psychology department at NTU.

Virtual conference of the UNESCO Cities of Literature - We maintained an infrastructure for collaboration and chaired the UNESCO Cities of Literature Network virtual conference; an exciting opportunity for cultural leaders from the 37 international Cities of Literature to meet digitally for the network's first online meeting in September 2020 hosted via Zoom. The UNESCO Cities of Literature network brings together 39 cities across 6 continents. While the designation marks existing literary excellence within a city, becoming a UNESCO City of Literature also gives cities a place within a supportive network who share and collaborate with each other. It calls upon cities to nurture creativity, support freedom of speech, and ensure literature reaches as wide and diverse an audience as possible. During the 2020 digital conference, the Cities of Literature showcased best practice and workshopped a range of collaborative projects, as well as launching their new shared website: www.citiesoflit.com

Nottingham was represented by the Network Chair, Sandeep Mahal, as well as staff members from the Nottingham UNESCO City of Literature office. A key focus at the meeting was work being done to support recovery, resilience, and sustainability for the creative community in each city, as well as working to effect positive change in the context of important social movements, such as Black Lives Matter and the global climate crisis. We actively progressed our priority areas: to improve pathways for writers, commit to translation projects and collaborate on future book fairs and festivals, and in particular to conceive solutions to worldwide challenges exacerbated by COVID-19 such as improving literacy and social mobility and promoting equality.

"While an online meeting cannot recreate the joyous coming together of our network members, the cultural exchange and the stimulation of creativity that a gathering of people in our beautiful city of Prague would have brought, we hope the spirit of the annual meeting will live on in this new virtual format."

Kateřina Bajo, Director, Prague UNESCO City of Literature

Nottingham City of Literature

Trustees' Report

Story Valley

In July 2020, we successfully secured our first international Erasmus+ grant which will enable NUCoL to collaborate with Edinburgh, Ljubljana, and Leeuwarden UNESCO Cities of Literature to use oral histories and languages as a way to build literacy skills and celebrate sanctuary and inspire hope for all migrant, refugee and sanctuary seeking young people in Nottingham. Over the next two years, we will work together to deliver three outputs:

- Student Programme and Teacher Pack designed and delivered by National Literacy Trust will provide teachers and students with all that is needed to reach the objectives. It's the training programme for school teachers including the methodology, lesson plan and evaluation plan, loaded with practical tools.
- Online Community and Platform designed and delivered by Leeuwarden (Netherlands) will provide a teaching, learning and collaborative network for students, teachers and specialist in the field of literature, literacy and the creative industry. A virtual place where everything comes together and is also the main legacy of the project.
- Nottingham is specifically tasked with producing a Story Valley Policy Framework and Toolkit to ensure that VET (Vocation Educational Training) is at the forefront of development in the language & literacy sector, specifically targeted at the 39 UNESCO Cities of Literature organisations worldwide. It will give VET institutions better access to these networks they can reach out to in order to improve their curriculum in the fields of literacy, multilingualism and cultural heritage (oral history). We will showcase how the Story Valley approach to literacy & language learning, culture, citizenship and inclusion could be implemented in other UNESCO Cities of Literature (from 2023 onwards when we expect to have completed the pilot and evaluation).

NUCoL also participated in a wide range of international projects including:

- International Writer Residencies - Andrew Graves was selected as one of six writers undertaking the Nanjing Digital Residency, and Rory Waterman was selected as the only writer for the residency which took place in Bucheon on October 2020.
- Mega Poetry Happening - we created a poetry mixtape video featuring Nottingham poets which was shown online as part of the La Grande Traversée Poétique in Québec City of Literature. It showcased poetry from Nottingham poets: Aly Stoneman, Georgina Wilding, Becky Cullen, Manjit Sahota, Revelle-Sadé Freeman, Ty Healy, Andrew Graves, Daron Carey, Panya Banjoko and Jai Verma. The festival was broadcast live on facebook in October, and it was the first time Nottingham had participated in an online international literary festival.
- Read PL! - Nottingham participated in Krakow City of Literature's promotion of Polish language e-books, which are available for free via their website, to help Polish language readers in cities across the world to enjoy reading and to promote the positive power of words. In August 2020, we shared the posters and social media assets with the University of Nottingham and Nottingham Trent University's Polish societies, as well as with the Polish club in Sherwood and local Polish churches in the city.

NUCoL's 5th birthday

In December 2020, we celebrated NUCoL's 5th birthday. In the run up to this special anniversary, we released a series of films via our Youtube channel and across social media, including an excerpt from Robert Macfarlane's breath-taking UNESCO lecture delivered at the 2019 Cities of Literature meet-up in Nottingham, Nottwich. Dealing with issues that currently affect us all and will demand great change from society, culture and business, it was a message of hope to take forward into the next half decade. We commissioned six Nottingham writers to consider what the new Nottingham central library means for our city and how it might be an agent of change for children and young people. This collection of stories, poems, essays celebrates the power of libraries, the ways that libraries can help people connect and interact.

On 11th December, we hosted a virtual party to celebrate and look back at where we've come from, consider where we are now, and plan to do our best with the years that are still ahead of us. We'll heard from special guests and a specially commissioned birthday poem from Young Poet Laureate, Georgina Wilding.

Nottingham City of Literature

Trustees' Report

"I'm proud of the many things we've achieved in our first five years as a UNESCO Creative City, particularly our work with young people. I hope we've become a kind but tough, resilient, flexible and ambitious organisation that's embedded in the heart of our great, international city. There are enormous challenges ahead after the pandemic, but we're ready to take them on, with the support of our terrific team of staff and trustees, along with our many partners throughout Nottingham."

David Belbin, Chair, NUCoL Board.

In a time of great disconnect between people, ensuring we continue to play an active and inspirational role for young people in Nottingham is a key priority. We have ongoing discussions with young people about how Nottingham UNESCO City of Literature can use the power of literature as a way for everyone to better understand each other and change the world we live in. We have a responsibility to not only provide young people with opportunities but with adequate representation and a voice within our organisation. We maintained relationships with our Young Ambassadors and extended our youth co-production work by launching a new Youth Advisory Board and embedding youth governance in our organization. The Youth Advisory Board meet bi-monthly to share ideas, review feedback and try and instigate positive change and exciting ideas within Nottingham City of Literature.

Resilience, governance, and income diversification

As we confront the devastating fallout from Covid-19 and face up to a future of huge economic uncertainty, we are committed to the following:

- Building on the exceptional creative work and ensuring NUCoL becomes more relevant, diverse and impactful.
- Responding to the shifting world and needs of young people in Nottingham.
- Ensuring we build a robust organisation, infrastructure, governance and business model.
- Strengthening our strategic partnerships with Nottingham City Council, Nottingham Trent University and University of Nottingham and developing the profile of NUCoL to enable it to reach out to a broader diversity of people.

The past year has given the NUCoL board the chance to review every aspect of its working, undertake training and refresh both its strategic priorities and its leadership. The speed of or pivot to digital was driven by necessity, it has opened up new ways to work collaboratively and internationally, which we will explore more fully in 2021.

We welcomed three new trustees: Claire Bale, Khaya Job and Emily York. The trustees have adopted the going concern basis in preparing these accounts because they believe the charity has adequate resources to continue in operational existence for the foreseeable future, and will be well placed to mark a significant milestone to apply for Arts Council England's NPO portfolio status in 2021. An annual assessment of the Board's strengths and weaknesses, with accent on governance issues and the composition of the Board was carried out.

We continue to strengthen sustainability through the development of a new Fundraising & NPO sub-committee to lead on income generation activities and NUCoL's business planning process, enabling us to develop a robust framework on which to build financial plans and manage risks in-line with our mission & new business plan. The Trustees and staff undertook an away day in October 2020; reflecting on the purpose of NUCoL, its audiences and offer and how best we could build both within the new post-Covid landscape. This session was extremely valuable in supporting the Trustees in concluding:

- That NUCoL would carry out a major strategic review of its core mission and values in 2021, and a radical rethink in the way we work; focusing on the priorities of local communities and young audiences;
- That the mission and impact of the work to date has been considerable on a limited budget;
- That NUCoL's creative programme offer should evolve to reflect our shifting world. We will ensure that we put young people at the heart of NUCoL, in a sustainable manner.

Nottingham City of Literature

Trustees' Report

To ensure we remain inclusive and encourage involvement from the reading and writing communities in Nottingham, we recruited a team of 3 freelance producers, provided 3 student placements and 1 Creative Pathways internship from a widening participation background. Our core team and volunteers have worked tirelessly to engage with broad and diverse audiences from across the city and beyond. As ever, I'd like to take this opportunity to thank all our core partners, Nottingham City Council, Nottingham Trent University, University of Nottingham and Arts Council England for their support. It's so appreciated and is needed now more than ever.

Diversity & Inclusion

The tragic events of George Floyd's death and the subsequent Black Lives Matter protests made us pause and reflect on our own privileges; and to think very deeply about the power and voice that we have and how we can use it. In response to BLM: we created a list of book recommendations to inspire action, deep understanding of race and help build a better world with words. We evaluated how effective our programming and partnerships are when it comes to creating a more authentically accessible and inclusive environment, and to further identify how we can impact meaningful and lasting change in our organisation and city. We commit to prioritising inclusivity across everything we do and listening to new ideas to reimagine the future.

Our diversity and inclusion plan includes:

- Advocating for more inclusive and diverse children's books in our school and public libraries.
- Continuing to monitor our programmes to help us track and increase the number of Black writers we commission and promote.
- Access and inclusion to become a key component of our annual reviews, ensuring we are held accountable for the work we do towards making NUCoL a truly inclusive place to work.
- Ensuring the voices and experiences of Black young people are showcased and celebrated in the work we do.
- Working through new partnerships and networks to openly recruit Black trustees.
- Commissioning Black writers and develop pipelines for Black talent.
- Welcome a range of Black community voices and use the power of words to really drive the change we want to see for a more inclusive and fairer society.

Future developments

2019/20 taught us how reading and creative activities are valued; with the closure of theatres, galleries and concert halls, that imaginative space for creativity has become more precious than ever. As we emerge from Covid-19, we are in a strong position to take our creative programmes deeper into communities by nurturing vital partnerships and finding new ways of working and sharing resources, supporting diverse talent, bringing in new investment into Nottingham while building stronger international connections through the UNESCO Creative Cities Network. Together, we will harness the synergy we create to help rebuild and regenerate after the pandemic, but to also make Nottingham an even better, bolder, more outward-looking international creative city.

Our existing partners and stakeholders - from libraries, schools to individual writers and universities - continue to look to us to link them each other as never before, and new national partners, including English PEN and Pop Up Projects who actively sought us out when experimenting with new ways of engaging audiences with their national programmes.

In 2021, NUCoL will make an application to Arts Council England to become a National Portfolio Organisation in their next funding round. 2021 will be a pivotal moment to become 'NPO ready' and to consider how NUCoL's creative programme aligns with Arts Council England's Investment Principles. Being an NPO is not an end in itself, but a means to an end. NUCoL have a unique contribution to bring to all four investment principles, as well as to Nottingham City Council's Strategic Plan, the Universities for Nottingham strategic priorities for culture and creativity, and the UN's Global Goals - both through community engaged practice and international collaborations. Therefore 2021 marks a pivotal time for Nottingham to enter an era of transformational development.

Nottingham City of Literature

Trustees' Report

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Financial review

Policy on reserves

The Charity has not planned a material surplus or ongoing liabilities, and accordingly the Directors consider it premature for the Charity to have developed a formal reserves or investment policy.

Statement of Trustees' Responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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 companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 6/10/2021 and signed on its behalf by:


Patrick Limb
Trustee

PATRICK LIMB

29/10/2021

Nottingham City of Literature

Independent Examiner's Report to the trustees of Nottingham City of Literature

Independent examiner's report to the trustees of Nottingham City of Literature ('the Company')

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

Responsibilities and basis of report

As the charity's 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').

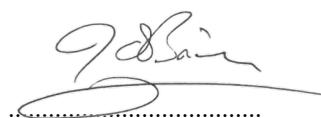
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 10/11/2021

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	160,323	-	160,323	128,962
Charitable activities	3	<u>424</u>	<u>39,067</u>	<u>39,491</u>	<u>117,151</u>
Total Income		<u>160,747</u>	<u>39,067</u>	<u>199,814</u>	<u>246,113</u>
Expenditure on:					
Charitable activities	5	<u>(101,133)</u>	<u>(57,909)</u>	<u>(159,042)</u>	<u>(296,882)</u>
Total Expenditure		<u>(101,133)</u>	<u>(57,909)</u>	<u>(159,042)</u>	<u>(296,882)</u>
Net income/(expenditure)		59,614	(18,842)	40,772	(50,769)
Transfers between funds		<u>1,581</u>	<u>(1,581)</u>	<u>-</u>	<u>-</u>
Net movement in funds		61,195	(20,423)	40,772	(50,769)
Reconciliation of funds					
Total funds brought forward		<u>32,306</u>	<u>20,423</u>	<u>52,729</u>	<u>103,498</u>
Total funds carried forward	15	<u><u>93,501</u></u>	<u><u>-</u></u>	<u><u>93,501</u></u>	<u><u>52,729</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 15.

Nottingham City of Literature

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	128,962	-	128,962
Charitable activities	3	<u>1,942</u>	<u>115,209</u>	<u>117,151</u>
Total Income		<u>130,904</u>	<u>115,209</u>	<u>246,113</u>
Expenditure on:				
Charitable activities	5	<u>(146,918)</u>	<u>(149,964)</u>	<u>(296,882)</u>
Total Expenditure		<u>(146,918)</u>	<u>(149,964)</u>	<u>(296,882)</u>
Net expenditure		(16,014)	(34,755)	(50,769)
Transfers between funds		<u>9,409</u>	<u>(9,409)</u>	<u>-</u>
Net movement in funds		(6,605)	(44,164)	(50,769)
Reconciliation of funds				
Total funds brought forward		<u>38,911</u>	<u>64,587</u>	<u>103,498</u>
Total funds carried forward	15	<u><u>32,306</u></u>	<u><u>20,423</u></u>	<u><u>52,729</u></u>

Nottingham City of Literature

(Registration number: 09144072)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	441	1,292
Current assets			
Debtors	12	18,750	13,673
Cash at bank and in hand		<u>78,521</u>	<u>40,659</u>
		97,271	54,332
Creditors: Amounts falling due within one year	13	<u>(4,211)</u>	<u>(2,895)</u>
Net current assets		<u>93,060</u>	<u>51,437</u>
Net assets		<u>93,501</u>	<u>52,729</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	15	-	20,423
Unrestricted income funds			
Unrestricted funds		<u>93,501</u>	<u>32,306</u>
Total funds	15	<u>93,501</u>	<u>52,729</u>

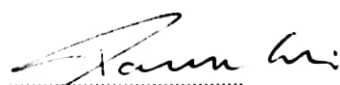
For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 11 to 22 were approved by the trustees, and authorised for issue on ~~6/10/2021~~ and signed on their behalf by:



Patrick Limb
Trustee

PATRICK LIMB

29/10/2021

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Nottingham City of Literature 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £400 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer equipment	33% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Donations and legacies;			
Donations from companies, trusts and similar proceeds	78,218	78,218	56,950
Grants, including capital grants;			
Government grants	82,105	82,105	72,012
	<u>160,323</u>	<u>160,323</u>	<u>128,962</u>

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	General £	£	£	£
Grants & donations	-	39,067	39,067	115,209
Ticket sales	424	-	424	1,267
Sundry income	-	-	-	675
	<u>424</u>	<u>39,067</u>	<u>39,491</u>	<u>117,151</u>

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Nottingham City Council	77,555	925	78,480
University of Nottingham	20,000	-	20,000
HMRC JRS	4,550	-	4,550
Arts Council England	-	30,992	30,992
Thomas Farr Charity	-	3,000	3,000
Nottingham City COFS	18,153	1,000	19,153
Nottingham Trent University	25,100	1,650	26,750
Story Valley	8,488	-	8,488
Sundry donations	5,277	1,500	6,777
Nottingham Castle Trust	1,200	-	1,200
	<u>160,323</u>	<u>39,067</u>	<u>199,390</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Programme development	4,280	11,026	15,306	94,716
People costs	81,283	31,822	113,105	147,191
Marketing & PR	4,199	5,911	10,110	24,269
Overheads & administration	11,371	9,150	20,521	30,706
	<u>101,133</u>	<u>57,909</u>	<u>159,042</u>	<u>296,882</u>

6 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>851</u>	<u>851</u>

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2021 £	2020 £
Independent examination	420	420
Other financial services	508	448
	<u>928</u>	<u>868</u>

9 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	72,916	88,767
Social security costs	2,428	5,188
Pension costs	2,187	2,663
	<u>77,531</u>	<u>96,618</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2021 No	2020 No
Average number of employees	<u>3</u>	<u>3</u>

3 (2020 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,187 (2020 - £2,663).

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

The total employee benefits of the key management personnel of the charity were £50,495 (2020 - £54,542).

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2020	8,418	8,418
At 31 March 2021	8,418	8,418
Depreciation		
At 1 April 2020	7,126	7,126
Charge for the year	851	851
At 31 March 2021	7,977	7,977
Net book value		
At 31 March 2021	441	441
At 31 March 2020	1,292	1,292

12 Debtors

	2021 £	2020 £
Other debtors	18,750	13,673

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	3,194	1,850
Other creditors	1,017	1,045
	4,211	2,895

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14 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General fund	32,306	160,747	(101,133)	1,581	93,501
Restricted funds					
Young City Reads	20,423	6,865	(24,842)	(2,446)	-
Building a Better World	-	32,202	(33,067)	865	-
Total restricted funds	<u>20,423</u>	<u>39,067</u>	<u>(57,909)</u>	<u>(1,581)</u>	<u>-</u>
Total funds	<u>52,729</u>	<u>199,814</u>	<u>(159,042)</u>	<u>-</u>	<u>93,501</u>

The transfer from the General fund to the Building a Better World fund is to cover the deficit on this activity. The transfer from Young City Reads to the General fund relates to activities which have ceased, and the release of any restrictions on the use of these funds.

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
General fund	38,911	130,904	(146,918)	9,409	32,306
Restricted funds					
Young City Reads	32,961	69,759	(82,297)	-	20,423
Eastwood Comics	20,401	45,450	(66,455)	604	-
LIT Tourism	11,225	-	(1,212)	(10,013)	-
Total restricted funds	<u>64,587</u>	<u>115,209</u>	<u>(149,964)</u>	<u>(9,409)</u>	<u>20,423</u>
Total funds	<u>103,498</u>	<u>246,113</u>	<u>(296,882)</u>	<u>-</u>	<u>52,729</u>

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Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

Current year's restricted funds

Young City Reads is a year-long programme of audience and leadership development drawing on Nottingham's long tradition of free-thinking radicalism to inspire a range of collaborations across the city.

The Young City Reads programme has three main strands of activity:

- 14 Young Ambassadors who will play a fantastic role fostering and building a culture of reading for pleasure in Nottingham. They will reflect on and explore what it means to be a UNESCO City of Literature, unearth uplifting stories, attend festivals and events, interview writers and co-produce a city-wide reading campaign to inspire more people to read. They will be supported and trained by writer-mentors and expert creatives who will help them carry out their ambassadorial roles.
- The Big City Read: In partnership with Nottingham City Libraries, we will foster a positive attitude to reading through a shared exploration of uplifting books. Our Young Ambassadors will champion four young adult titles, encourage everyone in Nottingham to adopt these titles as their own, and bring all of this together with promotion across public transport, city centre and key neighbourhood sites.
- MyVoice: Young people from across Nottingham will be invited to unleash their imagination and create a story which involves or reflects on the theme of social justice and its global impact. The competition will be a test of creativity, originality, style – and of the ability to entertain and enthrall.

Building a Better World - 2020 flagship lockdown programme, comprising series of 4 virtual author events involving 12 commissioned authors (40% international) including: Ann Patchett, Emily Pine, Kate Mosse, Phillippe Sands, S.J Watson, Stefan Collishaw, Tayari Jones amongst others.

Previous year's restricted fund

Eastwood Comics - 24 talented young writers and artists will create graphic stories inspired by the life and works of world-renowned author DH Lawrence. These stories will be available to the public for free in the form of a boxed-set of six comic collections.

The young writers' research will also take in the social and cultural history of Eastwood, where Lawrence was born in 1885. Lawrence, an often controversial, fascinating and complex author, began life as the son of a barely literate miner in the former coal mining town, one of the few places where East Midlands English is widely spoken. During the project, 700 further young people will learn about the author and his birthplace by taking part in activities inspired by the young writers' research.

LIT Tourism – A programme supporting 7 SMEs with 12 hours of business support for each SME enabling greater Literary Tourism in Nottinghamshire and Derbyshire. SMEs in the D2N2 LEP region who can benefit from the development of literary tourism in relation to the UNESCO City of Literature designation for Nottingham.

Nottingham City of Literature

Notes to the Financial Statements for the Year Ended 31 March 2021

16 Analysis of net assets between funds

	Unrestricted funds		2021
	General		Total funds
	£		£
Tangible fixed assets	441		441
Current assets	97,271		97,271
Current liabilities	(4,211)		(4,211)
Total net assets	93,501		93,501

	Unrestricted funds	Restricted funds	2020
	General		Total funds
	£	£	£
Tangible fixed assets	1,292	-	1,292
Current assets	33,909	20,423	54,332
Current liabilities	(2,895)	-	(2,895)
Total net assets	32,306	20,423	52,729

17 Related party transactions

There were no related party transactions in the year.