



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2020		31	03	2021

## Section A Reference and administration details

Charity name SHEFFIELD DESIGN AWARDS

Other names charity is known by -

Registered charity number (if any) 1180890

Charity's principal address 100 BOLE HILL LANE

SHEFFIELD

Postcode S10 1SD

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	DAN BROWN	Chair		
2	KARL BROWN	Trustee		
3	LEANORA SIMMONITE	Trustee Joint Vice-Chair		
4	ANDREW JACKSON	Trustee		
5	DR JIM MONACH	Trustee		
6	SAM BIRCHALL	Trustee- Joint Vice-Chair		

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

--

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	'FOUNDATION' MODEL - CHARITABLE INCORPORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	APPOINTED BY TRUSTEES

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

(1) TO PROMOTE HIGH STANDARDS OF PLANNING AND ARCHITECTURE IN BUILDINGS AND OPEN SPACES IN AND AROUND SHEFFIELD, PRINCIPALLY THROUGH THE PROMOTION OF AN AWARDS SCHEME.  
(2) TO EDUCATE AND INFORM THE PUBLIC IN AND AROUND SHEFFIELD ABOUT PLANNING, DESIGN, ARCHITECTURE AND LANDSCAPE.  
(3) TO PROMOTE THE PRESERVATION, PROTECTION, DEVELOPMENT AND IMPROVEMENT OF FEATURES OF HISTORIC OR PUBLIC INTEREST IN AND AROUND SHEFFIELD.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

THE PLANNING OF AN AWARDS PROGRAMME AND EVENTS TO RECOGNISE AND PROMOTE HIGH STANDARDS OF PLANNING AND ARCHITECTURE IN BUILDINGS AND OPEN SPACES IN AND AROUND SHEFFIELD, INCLUDING RESEARCH RELATING TO VENUES, SUPPLIERS, POTENTIAL SPONSORS ETC.

DEVELOPED LINKS WITH OTHER COMMUNITY, VOLUNTARY AND PROFESSIONAL GROUPS TO INCREASE INTEREST AND INVOLVEMENT IN LOCAL DESIGN AND PLANNING STANDARDS AND THE AWARDS PROGRAMME AND ASSOCIATED AIMS OF SHEFFIELD DESIGN AWARDS. IN DOING SO THE TRUSTEES HAVE HAD REGARD TO ALL THE COMMISSION'S GUIDANCE ON PUBLIC BENEFIT.

AS PART OF OUR AIMS TO EDUCATE AND INFORM THE PUBLIC SDA ENLISTED THE SUPPORT OF A HIGH PROFILE LOCAL DESIGNER, CORIN MELLOR WHO HAS AN INTERNATIONAL REPUTATION AS OUR PATRON

THE NEXT ITERATION OF THE AWARDS SCHEME WILL TAKE PLACE IN 2022 IF CIRCUMSTANCES ALLOW.

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

SDA HAS NO CURRENT VOLUNTEERS OTHER THAN THE TRUSTEES, AND IS NOT SET UP TO MAKE GRANTS

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

HAVING COMMENCED PLANNING FOR THE 2020 AWARDS PROGRAMME AND RELATED EVENTS, ALL PLANS WERE UNFORTUNATELY PLACED ON HOLD BY THE TRUSTEES DUE TO THE IMPACT OF THE COVID-19 PANDEMIC AND THERE WERE NO FURTHER ACTIVITIES IN THIS PERIOD. PLANS BEGAN TO RUN THE SCHEME ONCE MORE IN 2022 IF COVID ISSUES PERMIT.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

TO HOLD IN RESERVES FUNDS TO COVER OPERATING COSTS SUFFICIENT TO ENSURE ANY UNANTICIPATED LOSSES IN AN AWARDS CYCLE ARE COVERED. AS THE PROGRAMME OF AWARDS IS OUR PRIMARY SOURCE OF BOTH EXPENDITURE AND INCOME SDA WILL NOT COMMIT TO COMPLETING ANY CYCLE, LET ALONE A FUTURE CYCLE, WITHOUT FUNDS IN PLACE TO ENSURE ITS SUCCESSFUL MANAGEMENT AND COMPLETION WITHIN PLANNED BUDGET. FINANCIAL COMMITMENTS WILL CONTINUE TO BE DEPENDENT ON PRE-ESTABLISHED INCOME STREAMS. SDA PLANNING IS SUCH THAT INCOME IS ASSURED BEFORE ANY COMMITMENT TO EXPENDITURE IS ENTERED INTO. SDA IS ALSO ENGAGED IN TALKS WITH PARTNERS ABLE TO SUPPORT OUR WORK IN OUR WIDER AIMS AS WELL. THE WIDER AIMS PRIMARILY INCUR THE COST INVOLVED IN THE COMMITMENT OF TRUSTEE TIME AND EXPERTISE

### Details of any funds materially in deficit

NO CURRENT DEFICIT

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

FUNDING IN THE PERIOD REFLECTS INCOME RAISED THROUGH SPONSORSHIP AND FEES AND THEN SPENT SUPPORTING THE AWARDS SCHEME. THIS ACHIEVED A SMALL SURPLUS TO SUPPORT THE CHARITY

#### FINANCIAL INFORMATION:

ALL FUNDS ARE KEPT IN A SINGLE BUSINESS ACCOUNT WITH THE CO-OPERATIVE BANK.

INCOME - £0

EXPENDITURE - £16

FUNDS AT BANK - £2570

## Section F

## Other optional information

**Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Full name(s)	DAN BROWN	KARL BROWN
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	25/1/22	25/1/22

Full name(s)	LEANORA SIMMONITE	ANDREW JACKSON
Position (eg Secretary, Chair, etc)	TRUSTEE / JOINT VICE-CHAIR	TRUSTEE
Date	25/1/22	25/1/22

--	--

Full name(s)	JIM MONACH	SAM BIRCHALL
Position (eg Secretary, Chair, etc)	TRUSTEE / SECRETARY	TRUSTEE / JOINT VICE-CHAIR
Date	25/1/22	25/1/22

**SHEFFIELD DESIGN AWARDS**  
**Reg. No. 1180890**

**Second Year Accounts 1/4/20 - 31/3/21**

	<b>2020/21 Receipts £</b>	<b>2020/21 Payments £</b>
Administrative		15.99
Sub-Totals	0	15.99
c/f FUNDS FROM 1/4/20	£2586.54	
Funds at Bank	£2570.55	

**NOTES**

This year has been exceptional for SDA. There would have been an award scheme in 2020 but for Covid restrictions. 2019 would not have offered an award scheme in any event and therefore there were no activities for the charity to undertake and the decision was taken by the Trustees at the beginning of 'lockdown' to suspend activity until early in 2022.

Dr Jim Monach  
Secretary/Treasurer  
for Trustees