

THE AUTHORS' CONTINGENCY FUND

England & Wales · Charity number 212406

Details

Status Registered

Legal form Trust

Registered 1963-01-16

Register [View on the Charity Commission register](#)

Contact

Address Society of Authors
24 Bedford Row
London
WC1R 4EH

Phone 02038802230

Email info@societyofauthors.org

Website www2.societyofauthors.org

Activities

Objects: TO MAKE GRANTS OR OTHER SUITABLE FINANCIAL PROVISION FOR AUTHORS WHO ARE IN FINANCIAL DIFFICULTIES OF FOR THE FINANCIAL RELIEF OF THE DEPENDANTS.

Activities: Provides emergency financial help to authors

Classification

- **How:** Makes Grants To Individuals
- **What:** Arts/culture/heritage/science
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** NATIONAL
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£117,682	£119,421	-	-
2023-12-31	£93,528	£423,728	-	-
2022-12-31	£507,346	£302,483	£815,852	0
2021-12-31	£325,237	£380,719	-	-
2020-12-31	£1,382,625	£1,289,479	£700,119	0

Trustees

Name	Role	Appointed
The Society of Authors		1963-01-16

THE AUTHORS' CONTINGENCY FUND

England & Wales - Charity number 212406

Accounts

THE AUTHORS' CONTINGENCY FUND

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31 DECEMBER 2024

CHARITY No. 212406

THE AUTHORS' CONTINGENCY FUND

Charity Information

Trustees	The Society of Authors
Charity Number	212406
Charity Offices	c/o The Society of Authors 24 Bedford Row London WC1R 4EH
Independent Examiner	Simon Goodridge FCA Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
Bankers	HSBC The Peak 333 Vauxhall Bridge Road Victoria London SW1V 1EJ
Investment Managers	LGT Wealth Management 14 Cornhill London EC3V 3NR

THE AUTHORS' CONTINGENCY FUND

Contents

	Page
Trustees' Report	1 - 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 - 12

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2024

The Trustees present their report and financial statements for the year ended 31st December 2024. The Trustees have adopted the provisions of the 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) (second edition effective 1 January 2019).

Trustees

The Society of Authors is the permanent Trustee of the charity and has acted throughout the year. The members of the Management Committee of The Society of Authors, who are the directors of The Society of Authors under company law, are referred to as the "Trustees" of the charity throughout this document.

Investment powers and Risk Management

The Trust Deed authorises the Trustees to make and hold investments using the Capital Funds of the charity. These are shown in detail in the notes to the financial statements. The principal area of risk concerns the management of the investments, the income from which provides the principal source of funds from which the awards are paid. The investments are therefore kept under constant review by the investment managers.

Constitution, objects and policies

This Charity was constituted under a Trust Deed dated 21st July 1960, amended on 28th March 1963, to pay grants to authors in financial need. The policy of the Authors' Contingency Fund continues to be to pay grants in accordance with the Trust Deed out of the income generated by the investments and donations and to seek additional donations wherever possible.

Public Benefit

In reviewing the charity's aims and objectives and in planning future activities, the Trustees refer to the Charity Commission's general guidance on public benefit.

Reserves Policy

The Trustees policy is to operate on the basis of being able to continue to generate sufficient incoming resources to use toward meeting their charitable objectives and to accord with their principal terms. The Trustees are of the opinion that the funds remain sufficient to enable them to continue this ongoing objective. The charity has sufficient but not excessive funds to service its objective of making future charitable distributions.

Achievements and Performance of the charity

The total number of grants awarded in the year was 91 (2023: 262).

The criteria for these grants was to provide provision for the relief of Authors who were suffering financial difficulties due to the after effect of the Covid19 pandemic combined with the cost of living crisis, the number of applicants for these grants has remained high and Hawthornden Foundation agreed for a regrant of £32,000 from the Authors' Awards and Advancement to The Society of Authors' Contingency Fund to enable more writers to be supported in 2024. The agreed small grants, typically in the region of £1,000-£2,000 were to provide quick emergency relief to these authors. All grants were assessed on the basis of an application form and covering statement supplied by the applicant, these were all sifted by staff for eligibility and where necessary additional information was requested. All eligible applications were then forwarded to assessors to read and review. The Assessors then did a final review at regular meetings (always two assessors and one member of staff) where the final decision and the amount to be awarded was recorded. The Authors' Contingency Fund is now more widely known and with the current squeeze on income due to the cost of living crisis the aim of the Authors' Contingency Fund is to continue to fundraise and support writers who are suffering financial hardship.

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2024

Financial Review

The results for the year ended 31st December 2024 are attached and show a Net decrease in funds of 1,739 (2023: £330,200 decrease) after including grants and donations received of £94,323 (2023: £67,615) and paying Charitable Grants of £91,500 (2023: £386,678) helping 91 authors during the year (2023: 262). The realised gain on the disposal of investments this year was £220 (2023: £255 gain) and the unrealised increase in market value of investments this year amounted to £14,432 (2023: £22,646 increase). The investments appear in the Balance Sheet at their market value at of £477,245 (2023: £466,593). As a result, the Total Funds carried forward at the year-end amount to £521,466 (2023: £508,553) comprising restricted funds of £nil (2023: £nil) and unrestricted funds of £521,466 (2023: £508,553) and the Trustees consider that the charity has sufficient income and capital to meet its obligations in the foreseeable future.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England and Wales, the Charities Act 2011, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources 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 the principles of the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

Approved by the board of Trustees on 15 May 2025 and signed on their behalf by:



Vanessa Fox O'Loughlin – Chair of the Management Committee, The Society of Authors

THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31ST DECEMBER 2024

Independent Examiner's Report to the Trustees of The Authors' Contingency Fund

I report to the trustees on my examination of the accounts of The Authors' Contingency Fund for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

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

Independent Examiner's statement

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

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

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



Simon Goodridge FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London
EC3A 2AD

Date: 20 June 2025

THE AUTHORS' CONTINGENCY FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Income					
Grants and Donations	2	60,323	34,000	94,323	67,615
Investment Income - Dividends	3	15,678	-	15,678	18,416
- Bank Interest		345	-	345	112
Other income	4	7,336	-	7,336	7,385
Total		<u>83,682</u>	<u>34,000</u>	<u>117,682</u>	<u>93,528</u>
Expenditure					
Raising funds:					
Investment Management Fees		2,488	-	2,488	2,598
Charitable activities	5	82,933	34,000	116,933	421,130
Total		<u>85,421</u>	<u>34,000</u>	<u>119,421</u>	<u>423,728</u>
Net income/(expenditure) before gains/(losses) on investments		<u>(1,739)</u>	<u>-</u>	<u>(1,739)</u>	<u>(330,200)</u>
Net gains/(losses) on investments	8	14,652	-	14,652	22,901
Net income/(expenditure)		<u>12,913</u>	<u>-</u>	<u>12,913</u>	<u>(307,299)</u>
Transfers between funds		-	-	-	-
Net movement in funds		<u>12,913</u>	<u>-</u>	<u>12,913</u>	<u>(307,299)</u>
Reconciliation of funds:					
Total funds brought forward		508,553	-	508,553	815,852
Total funds carried forward		<u>£521,466</u>	<u>£-</u>	<u>£521,466</u>	<u>£508,553</u>

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

BALANCE SHEET

31st DECEMBER 2024

	Notes	2024		2023	
		£	£	£	£
FIXED ASSETS					
Quoted Investments – at Market Value	6		477,245		466,593
CURRENT ASSETS					
Debtors and Prepayments	9	1,000		-	
Cash held by Investment Managers		8,645		36,139	
Cash at bank		<u>37,045</u>		<u>9,098</u>	
		46,690		45,237	
CURRENT LIABILITIES					
Amounts due within one year	10	<u>(2,469)</u>		<u>(3,277)</u>	
Net Current Assets			44,221		41,960
TOTAL NET ASSETS	13		<u>£521,466</u>		<u>£508,553</u>
Represented by:					
ACCUMULATED FUNDS					
Restricted Funds	11		-		-
Unrestricted Funds	12		521,466		508,553
TOTAL FUNDS			<u>£521,466</u>		<u>£508,553</u>

Approved by the Trustees on 15 May 2025 and signed on their behalf



Vanessa Fox O'Loughlin – Chair of the Management Committee, The Society of Authors

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

1 ACCOUNTING POLICIES

- a) These financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities', in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011. The presentational currency of the financial statements is Pound Sterling (£).
- b) General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

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

- c) Grants and donations are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recognised on an accruals basis.
- d) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, including governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct costs allocated to the activities.
- e) Awards paid include all amounts payable in the year in accordance with the terms of the Trust Deed.
- f) Investments are a form of basis financial investment and are initially recognised at their transaction value and subsequently measured at fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.
- g) The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern for a period of at least twelve months from the date of approval of these financial statements.

The Trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

2. GRANTS AND DONATIONS

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Restricted				
Grants – Hawthornden Foundation	-	34,000	34,000	-
Unrestricted				
Other donations	59,813	-	59,813	56,667
Gift aid – tax reclaimed	510	-	510	10,948
	<u>£60,323</u>	<u>£34,000</u>	<u>£94,323</u>	<u>£67,615</u>

3. INVESTMENT INCOME

	Unrestricted £	Restricted £	Gross Income 2024 £	Gross Income 2023 £
NON GOVERNMENT BOND FUNDS				
Volare Global Fixed Interest Offshore Fund Z Income	2,123	-	2,123	2,461
Volare Sterling Fixed Interest Offshore Fund Z	2,046	-	2,046	1,785
	<u>4,169</u>	<u>-</u>	<u>4,169</u>	<u>4,246</u>
MULTI ASSET CHARITY INVESTMENT FUNDS				
Volare Income Offshore Fund Z Income	11,509	-	11,509	14,170
TOTAL	<u>£15,678</u>	<u>£-</u>	<u>£15,678</u>	<u>£18,416</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

4. OTHER INCOME

	2024	2023
	£	£
Royalties	7,336	7,385
	<u>£7,336</u>	<u>£7,385</u>

5. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	2024
	£	£	Total
			£
DIRECT			
Awards paid	57,500	34,000	91,500
INDIRECT			
Assessors fees	7,500	-	7,500
Administration costs	15,120	-	15,120
Other expenses	953	-	953
GOVERNANCE			
Independent Examiner's fee	1,860	-	1,860
	<u>£82,933</u>	<u>£34,000</u>	<u>£116,933</u>

Comparative year

	Unrestricted	Restricted	2023
	£	£	Total
			£
DIRECT			
Awards paid	86,678	300,000	386,678
INDIRECT			
Assessors fees	7,500	-	7,500
Administration costs	24,000	-	24,000
Other expenses	312	-	312
GOVERNANCE			
Independent Examiner's fee	2,640	-	2,640
	<u>£121,130</u>	<u>£300,000</u>	<u>£421,130</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

6. INVESTMENTS

	Cost	Market Value
	£	£
NON GOVERNMENT BOND FUNDS		
Volare Global Fixed Interest Offshore Fund Z Income	53,452	44,161
Volare Sterling Fixed Interest Offshore Fund Z	49,402	43,892
	<u>102,854</u>	<u>88,053</u>
MULTI ASSET CHARITY INVESTMENT FUNDS		
Volare Income Offshore Fund Z Income	362,039	389,192
	<u>362,039</u>	<u>389,192</u>
Totals at – 31 st December 2024	<u>£464,893</u>	<u>£477,245</u>
31 st December 2023	<u>£468,554</u>	<u>£466,593</u>

7. MOVEMENT IN COST ON INVESTMENTS

	2024		2023	
	£	£	£	£
Cost at 1 January 2024		468,554		547,681
Disposals				
ASC Income Fund Z	<u>(3,661)</u>		<u>(79,127)</u>	
Cost at 31 December 2024		<u>£464,893</u>		<u>£468,554</u>

8. MOVEMENT IN MARKET VALUES OF INVESTMENTS

	2024		2023	
	£	£	£	£
Market Value at the beginning of the year		466,593		521,642
Disposal Proceeds	(4,000)		(77,950)	
Investment Gains/(losses)	<u>14,652</u>		<u>22,901</u>	
Market value at year end		<u>£477,245</u>		<u>£466,593</u>
Realised gains/(losses)		220		255
Unrealised gains/(losses)		<u>14,432</u>		<u>22,646</u>
		<u>£14,652</u>		<u>£22,901</u>

9. DEBTORS AND PREPAYMENTS

	2024	2023
	£	£
Other debtors	1,000	-
	<u>£1,000</u>	<u>£-</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

10. CREDITORS AND ACCRUALS

	2024	2023
	£	£
Investment Managers' Fees	609	637
Professional Fees	1,860	2,640
	£2,469	£3,277

11. RESTRICTED FUNDS

	Balance at 1 January 2024	Income	Expenditure	Transfers	Balance at 31 December 2024
	£	£	£	£	£
Hawthornden Foundation	-	34,000	(34,000)	-	-
Total	£-	£34,000	£(34,000)	£-	£-

Hawthornden Foundation grants are to fund an increase in grant-making.

<i>Prior year</i>	Balance at 1 January 2023	Income	Expenditure	Transfers	Balance at 31 December 2023
	£	£	£	£	£
Hawthornden Foundation	300,000	-	(300,000)	-	-
Total	£300,000	£-	£(300,000)	£-	£-

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

12. UNRESTRICTED FUNDS

	Balance at 1 January 2024	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2024
	£	£	£	£	£	£
Unrestricted Fund	508,553	83,682	(85,421)	14,652	-	521,466
	<u>£508,553</u>	<u>£83,682</u>	<u>£(85,421)</u>	<u>£14,652</u>	<u>-</u>	<u>£521,466</u>
<i>Prior year</i>						
	Balance at 1 January 2023	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2023
	£	£	£	£	£	£
Unrestricted Fund	515,852	93,528	(123,728)	22,901	-	508,553
	<u>£515,852</u>	<u>£93,528</u>	<u>£(123,728)</u>	<u>£22,901</u>	<u>-</u>	<u>£508,553</u>

13. NET ASSETS

	Unrestricted £	Restricted £	2024 Total £
Fixed asset investments	477,245	-	477,245
Net current assets	44,221	-	44,221
	<u>£521,466</u>	<u>£-</u>	<u>£521,466</u>
<i>Prior year</i>			
	Unrestricted £	Restricted £	2023 Total £
Fixed asset investments	466,593	-	466,593
Net current assets	41,960	-	41,960
	<u>£508,553</u>	<u>£-</u>	<u>£508,553</u>

14. TRUSTEES REMUNERATION

No Trustee received any remuneration in respect of their services as trustees during the year (2023: £-).
No trustees were reimbursed for our of pocket travelling expenses in the year (2023: £-).

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

15. RELATED PARTY DISCLOSURES

The Society of Authors, which is the corporate Trustee of the charity, carried out management services for the charity and charged a management fee for the year amounting to £15,120 (2023: £24,000).

Hawthornden Foundation regranted £34,000 in the year from unused funds held by Authors Awards' and Advancement to The Authors' Contingency Fund.

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Restricted £	2023 Total £
Income			
Grants and Donations	67,615	-	67,615
Investment Income - Dividends	18,416	-	18,416
- Bank Interest	112	-	112
Other income	7,385	-	7,385
Total	<u>93,528</u>	<u>-</u>	<u>93,528</u>
Expenditure			
Raising funds:			
Investment Management Fees	2,598	-	2,598
Charitable activities	121,130	300,000	421,130
Total	<u>123,728</u>	<u>300,000</u>	<u>423,728</u>
Net income/(expenditure) before gains/(losses) on investments	<u>(30,200)</u>	<u>(300,000)</u>	<u>(330,200)</u>
Net gains/(losses) on investments	22,901	-	22,901
Net income/(expenditure)	<u>(7,299)</u>	<u>(300,000)</u>	<u>(307,299)</u>
Transfers between funds	-	-	-
Net movement in funds	<u>(7,299)</u>	<u>(300,000)</u>	<u>(307,299)</u>
Reconciliation of funds:			
Total funds brought forward	515,852	300,000	815,852
Total funds carried forward	<u>£508,553</u>	<u>£-</u>	<u>£508,553</u>

THE AUTHORS' CONTINGENCY FUND

England & Wales - Charity number 212406

Accounts

THE AUTHORS' CONTINGENCY FUND

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31 DECEMBER 2023

CHARITY No. 212406

THE AUTHORS' CONTINGENCY FUND

Charity Information

Trustees	The Management Committee of The Society of Authors
Charity Number	212406
Charity Offices	c/o The Society of Authors 24 Bedford Row London WC1R 4EH
Independent Examiner	Simon Goodridge FCA Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
Bankers	HSBC The Peak 333 Vauxhall Bridge Road Victoria London SW1V 1EJ
Investment Managers	LGT Wealth Management UK LLP 14 Cornhill London EC3V 3NR

THE AUTHORS' CONTINGENCY FUND

Contents

	Page
Trustees' Report	1 - 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 - 12

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2023

The Trustees present their report and financial statements for the year ended 31st December 2023. The Trustees have adopted the provisions of the 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) (second edition effective 1 January 2019).

Trustees

The Society of Authors is the corporate Trustee of the charity and has acted throughout the year.

Investment powers and Risk Management

The Trust Deed authorises the Trustees to make and hold investments using the Capital Funds of the charity. These are shown in detail in the notes to the financial statements. The principal area of risk concerns the management of the investments, the income from which provides the principal source of funds from which the awards are paid. The investments are therefore kept under constant review by the investment managers.

Constitution, objects and policies

This Charity was constituted under a Trust Deed dated 21st July 1960, amended on 28th March 1963, to pay grants to authors in financial need. The policy of the Authors' Contingency Fund continues to be to pay grants in accordance with the Trust Deed out of the income generated by the investments and donations and to seek additional donations wherever possible.

Public Benefit

In reviewing the charity's aims and objectives and in planning future activities, the Trustees refer to the Charity Commission's general guidance on public benefit.

Reserves Policy

The Trustees policy is to operate on the basis of being able to continue to generate sufficient incoming resources to use toward meeting their charitable objectives and to accord with their principal terms. The Trustees are of the opinion that the funds remain sufficient to enable them to continue this ongoing objective. The charity has sufficient but not excessive funds to service its objective of making future charitable distributions.

Achievements and Performance of the charity

At the end of 2022 the charity received a grant of £300,000 from the Hawthornden Literary Retreat to fund an increase in grantmaking to help writers in need in 2023.

The total number of grants awarded in the year was 262 (2022: 181).

The criteria for these grants was to provide provision for the relief of Authors who were suffering financial difficulties due to the after effect of the Covid19 pandemic combined with the cost of living crisis, the number of applicants for these grants has remained high and the grant from the Hawthornden Literary Retreat has enabled The Society of Authors' Contingency Fund to support more writers in this time of need. The agreed small grants, typically in the region of £1,000-£2,000 were to provide quick emergency relief to these authors. All grants were assessed on the basis of an application form and covering statement supplied by the applicant, these were all sifted by staff for eligibility and where necessary additional information was requested. All eligible applications were then forwarded to assessors to read and review. The Assessors then did a final review at regular meetings (always two assessors and one member of staff) where the final decision and the amount to be awarded was recorded. The Authors' Contingency Fund is now more widely known and with the current squeeze on income due to the cost of living crisis the aim of the Authors' Contingency Fund is to continue to fundraise and support writers who are suffering financial hardship.

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2023

Financial Review

The results for the year ended 31st December 2023 are attached and show a Net decrease in funds of £330,200 (2022: £204,863 increase) after including grants and donations received of £67,615 (2022: £478,005) and paying Charitable Grants of £386,678 (2022: £276,430) helping 262 authors during the year (2022: 181). The realised gain on the disposal of investments this year was £255 (2022: £602 loss) and the unrealised increase in market value of investments this year amounted to £22,646 (2022: £82,157 decrease). The investments appear in the Balance Sheet at their market value at of £466,593 (2022: £521,642). As a result, the Total Funds carried forward at the year-end amount to £508,553 (2022: £815,852) comprising restricted funds of £nil (2022: £300,000) and unrestricted funds of £508,553 (2022: £515,852) and the Trustees consider that the charity has sufficient income and capital to meet its obligations in the foreseeable future.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England and Wales, the Charities Act 2011, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources 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 the principles of the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

Approved by the board of Trustees on 16th May 2024 and signed on their behalf by:



Vanessa Fox O'Loughlin – Chair of the Management Committee, The Society of Authors

THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31st DECEMBER 2023

Independent Examiner's Report to the Trustees of The Authors' Contingency Fund

I report to the trustees on my examination of the accounts of The Authors' Contingency Fund for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

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

Independent Examiner's statement

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

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

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



Simon Goodridge FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London
EC3A 2AD

Date: 24 May 2024

THE AUTHORS' CONTINGENCY FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Income					
Grants and Donations	2	67,615	-	67,615	478,005
Investment Income - Dividends	3	18,416	-	18,416	18,113
- Bank Interest		112	-	112	95
Other income	4	7,385	-	7,385	11,133
Total		<u>93,528</u>	<u>-</u>	<u>93,528</u>	<u>507,346</u>
Expenditure					
Raising funds:					
Investment Management Fees		2,598	-	2,598	2,752
Charitable activities	5	121,130	300,000	421,130	299,731
Total		<u>123,728</u>	<u>300,000</u>	<u>423,728</u>	<u>302,483</u>
Net income/(expenditure) before gains/(losses) on investments		<u>(30,200)</u>	<u>(300,000)</u>	<u>(330,200)</u>	<u>204,863</u>
Net gains/(losses) on investments	8	22,901	-	22,901	(82,759)
Net income/(expenditure)		<u>(7,299)</u>	<u>(300,000)</u>	<u>(307,299)</u>	<u>122,104</u>
Transfers between funds		-	-	-	-
Net movement in funds		<u>(7,299)</u>	<u>(300,000)</u>	<u>(307,299)</u>	<u>122,104</u>
Reconciliation of funds:					
Total funds brought forward		515,852	300,000	815,852	693,748
Total funds carried forward		<u>£508,553</u>	<u>£-</u>	<u>£508,553</u>	<u>£815,852</u>

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

BALANCE SHEET

31st DECEMBER 2023

	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Quoted Investments – at Market Value	6		466,593		521,642
CURRENT ASSETS					
Debtors and Prepayments	9	-		665	
Cash held by Investment Managers		36,139		4,279	
Cash at bank		<u>9,098</u>		<u>292,444</u>	
		45,237		297,388	
CURRENT LIABILITIES					
Amounts due within one year	10	<u>(3,277)</u>		<u>(3,178)</u>	
Net Current Assets			41,960		294,210
TOTAL NET ASSETS	13		<u>£508,553</u>		<u>£815,852</u>
Represented by:					
ACCUMULATED FUNDS					
Restricted Funds	11		-		300,000
Unrestricted Funds	12		508,553		515,852
TOTAL FUNDS			<u>£508,553</u>		<u>£815,852</u>

Approved by the Trustees on 16th May 2024 and signed on their behalf



Vanessa Fox O'Loughlin – Chair of the Management Committee, The Society of Authors

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

1 ACCOUNTING POLICIES

- a) These financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities', in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011. The presentational currency of the financial statements is Pound Sterling (£).
- b) General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

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

- c) Grants and donations are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recognised on an accruals basis.
- d) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, including governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct costs allocated to the activities.
- e) Awards paid include all amounts payable in the year in accordance with the terms of the Trust Deed.
- f) Investments are a form of basis financial investment and are initially recognised at their transaction value and subsequently measured at fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.
- g) The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern for a period of at least twelve months from the date of approval of these financial statements.

The Trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

2. GRANTS AND DONATIONS

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Restricted				
Grants – Hawthornden Literary Retreat	-	-	-	300,000
Unrestricted				
Other donations	56,667	-	56,667	176,421
Gift aid – tax reclaimed	10,948	-	10,948	1,584
	<u>£67,615</u>	<u>£-</u>	<u>£67,615</u>	<u>£478,005</u>

3. INVESTMENT INCOME

	Unrestricted £	Restricted £	Gross Income 2023 £	Gross Income 2022 £
NON GOVERNMENT BOND FUNDS				
ASC (Offshore) Global Fixed Interest Fund Z Income	2,461	-	2,461	2,558
ASC (Offshore) Sterling Fixed Interest Fund Z Income	1,785	-	1,785	1,535
	<u>4,246</u>	<u>-</u>	<u>4,246</u>	<u>4,093</u>
MULTI ASSET CHARITY INVESTMENT FUNDS				
ASC Income Fund Z	14,170	-	14,170	14,020
TOTAL	<u>£18,416</u>	<u>£-</u>	<u>£18,416</u>	<u>£18,113</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

4. OTHER INCOME

	2023	2022
	£	£
Royalties	7,385	11,133
	<u>£7,385</u>	<u>£11,133</u>

5. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	2023
	£	£	Total
			£
DIRECT			
Awards paid	86,678	300,000	386,678
INDIRECT			
Assessors fees	7,500	-	7,500
Administration costs	24,000	-	24,000
Other expenses	312	-	312
GOVERNANCE			
Independent Examiner's fee	2,640	-	2,640
	<u>£121,130</u>	<u>£300,000</u>	<u>421,130</u>

Comparative year

	Unrestricted	Restricted	2022
	£	£	Total
			£
DIRECT			
Awards paid	275,140	1,290	276,430
INDIRECT			
Assessors fees	6,250	-	6,250
Administration costs	14,400	-	14,400
Other expenses	131	-	131
GOVERNANCE			
Independent Examiner's fee	2,520	-	2,520
	<u>£298,441</u>	<u>£1,290</u>	<u>£299,731</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

6. INVESTMENTS

	Cost	Market Value
	£	£
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	53,452	44,573
ASC (Offshore) Sterling Fixed Interest Fund Z Income	49,402	44,442
	102,854	89,015
MULTI ASSET CHARITY INVESTMENT FUNDS		
ASC Income Fund Z	365,700	377,578
	£468,554	£466,593
Totals at – 31 st December 2023		
31 st December 2022	£547,681	£521,642

7. MOVEMENT IN COST ON INVESTMENTS

	2023		2022	
	£	£	£	£
Cost at 1 January 2023		547,681		562,139
Disposals				
ASC Income Fund Z	(79,127)		(14,458)	
		(79,127)		(14,458)
Cost at 31 December 2023		£468,554		£547,681

8. MOVEMENT IN MARKET VALUES OF INVESTMENTS

	2023		2022	
	£	£	£	£
Market Value at the beginning of the year		521,642		619,902
Disposal Proceeds	(77,950)		(15,501)	
Investment Gains/(losses)	22,901		(82,759)	
		(55,049)		(98,260)
Market value at year end		£466,593		£521,642
Realised gains/(losses)		255		(602)
Unrealised gains/(losses)		22,646		(82,157)
		£22,901		£(82,759)

9. DEBTORS AND PREPAYMENTS

	2023	2022
	£	£
Other debtors	-	665
	£-	£665

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

10. CREDITORS AND ACCRUALS

	2023	2022
	£	£
Investment Managers' Fees	637	658
Professional Fees	2,640	2,520
	£3,277	£3,178

11. RESTRICTED FUNDS

	Balance at 1 January 2023	Income	Expenditure	Transfers	Balance at 31 December 2023
	£	£	£	£	£
Hawthornden Literary Retreat	300,000	-	(300,000)	-	-
Total	£300,000	£-	£(300,000)	£-	£-

The Hawthornden Literary Retreat grant was to fund an increase in grant-making. Grants were awarded to 204 individuals in 2023 and the fund is now fully expended.

<i>Prior year</i>	Balance at 1 January 2022	Income	Expenditure	Transfers	Balance at 31 December 2022
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880		(1,290)	(590)	-
Hawthornden Literary Retreat	-	300,000	-	-	300,000
Total	£1,880	£300,000	£(1,290)	£(590)	£300,000

Grants from The Francis W Reckitt Arts Trust were provided to fund residential stays for professional writers.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

12. UNRESTRICTED FUNDS

	Balance at 1 January 2023	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2023
	£	£	£	£	£	£
Unrestricted Fund	515,852	93,528	(123,728)	22,901	-	508,553
	<u>£515,852</u>	<u>£93,528</u>	<u>£(123,728)</u>	<u>£22,901</u>	<u>-</u>	<u>£508,553</u>
<i>Prior year</i>						
	Balance at 1 January 2022	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2022
	£	£	£	£	£	£
Unrestricted Fund	691,868	207,346	(301,193)	(82,759)	590	515,852
	<u>£691,868</u>	<u>£207,346</u>	<u>£(301,193)</u>	<u>£(82,759)</u>	<u>£590</u>	<u>£515,852</u>

13. NET ASSETS

	Unrestricted £	Restricted £	2023 Total £
Fixed asset investments	466,593	-	466,593
Net current assets	41,960	-	41,960
	<u>£508,553</u>	<u>£-</u>	<u>£508,553</u>
<i>Prior year</i>			
	Unrestricted £	Restricted £	2022 Total £
Fixed asset investments	521,642	-	521,642
Net current assets	(5,790)	300,000	294,210
	<u>£515,852</u>	<u>£300,000</u>	<u>£815,852</u>

14. TRUSTEES REMUNERATION

No Trustee received any remuneration in respect of their services as trustees during the year (2022: £-). No trustees were reimbursed for our of pocket travelling expenses in the year (2022: £-).

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

15. RELATED PARTY DISCLOSURES

The Society of Authors, which is the corporate Trustee of the charity, carried out management services for the charity and charged a management fee for the year amounting to £24,000 (2022: £14,400).

The Hawthornden Literary Retreat grant of £300,000 in the prior year was received by The Society of Authors from CAF America and regranting to the charity.

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Restricted £	2022 Total £
Income			
Donations and Legacies	178,005	300,000	478,005
Investment Income - Dividends	18,113	-	18,113
- Bank Interest	95	-	95
Other income	11,133	-	11,133
Total	<u>207,346</u>	<u>300,000</u>	<u>507,346</u>
Expenditure			
Raising funds:	2,752	-	2,752
Investment Management Fees			
Charitable activities	298,441	1,290	299,731
Total	<u>301,193</u>	<u>1,290</u>	<u>302,483</u>
Net income/(expenditure) before Investment gains/(losses)	<u>(93,847)</u>	<u>298,710</u>	<u>204,863</u>
Net gains/(losses) on investments	(82,759)	-	(82,759)
Net income/(expenditure)	<u>(176,606)</u>	<u>298,710</u>	<u>122,104</u>
Transfers	590	(590)	-
Net movement in funds	<u>(176,016)</u>	<u>298,120</u>	<u>122,104</u>
Reconciliation of funds:			
Total funds brought forward	691,868	1,880	693,748
Total funds carried forward	<u>£515,852</u>	<u>£300,000</u>	<u>£815,852</u>

THE AUTHORS' CONTINGENCY FUND

England & Wales - Charity number 212406

Accounts

THE AUTHORS' CONTINGENCY FUND

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31 DECEMBER 2022

CHARITY No. 212406

THE AUTHORS' CONTINGENCY FUND

Charity Information

Trustees	The Management Committee of The Society of Authors
Charity Number	212406
Charity Offices	c/o The Society of Authors 24 Bedford Row London WC1R 4EH
Independent Examiner	Simon Goodridge FCA Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
Bankers	HSBC The Peak 333 Vauxhall Bridge Road Victoria London SW1V 1EJ
Investment Managers	abrdn 280 Bishopsgate London EC2M 4AG

THE AUTHORS' CONTINGENCY FUND

Contents

	Page
Trustees' Report	1 - 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 - 12

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2022

The Trustees present their report and financial statements for the year ended 31st December 2022. The Trustees have adopted the provisions of the 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) (second edition effective 1 January 2019).

Trustees

The Society of Authors is the corporate Trustee of the charity and has acted throughout the year.

Investment powers and Risk Management

The Trust Deed authorises the Trustees to make and hold investments using the Capital Funds of the charity. These are shown in detail in the notes to the financial statements. The principal area of risk concerns the management of the investments, the income from which provides the principal source of funds from which the awards are paid. The investments are therefore kept under constant review by the investment managers.

Constitution, objects and policies

This Charity was constituted under a Trust Deed dated 21st July 1960, amended on 28th March 1963, to pay grants to authors in financial need. The policy of the Authors' Contingency Fund continues to be to pay grants in accordance with the Trust Deed out of the income generated by the investments and donations and to seek additional donations wherever possible.

Public Benefit

In reviewing the charity's aims and objectives and in planning future activities, the Trustees refer to the Charity Commission's general guidance on public benefit.

Reserves Policy

The Trustees policy is to operate on the basis of being able to continue to generate sufficient incoming resources to use toward meeting their charitable objectives and to accord with their principal terms. The Trustees are of the opinion that the funds remain sufficient to enable them to continue this ongoing objective. The charity has sufficient but not excessive funds to service its objective of making future charitable distributions.

Achievements and Performance of the charity

Prior to the pandemic about £40,000 a year was paid out in grants but when Covid-19 struck, and many authors' incomes dried up overnight we launched an appeal and with the help of many supporters we paid out over £1.4 Million in 2020 followed by £415,000 in 2021 and just under £300,000 in 2022, funded by donations received from trusts and individuals including The Royal Literary Fund (£100,000), Authors' Licensing and Collecting Society (£37,500), World of Books (£16,750). The charity would like to thank everyone who has generously donated.

The criteria for these grants was to provide provision for the relief of Authors who were suffering financial difficulties due to the after effect of the Covid19 pandemic combined with the cost of living crisis, the number of applicants for these grants has remained high and the above generous donations have enabled The Society of Authors' Contingency Fund to support more writers in this time of need. The agreed small grants, typically in the region of £1,000-£2,000 were to provide quick emergency relief to these authors. All grants were assessed on the basis of an application form and covering statement supplied by the applicant, these were all sifted by staff for eligibility and where necessary additional information was requested. All eligible applications were then forwarded to assessors to read and review. The Assessors then did a final review at regular meetings (always two assessors and one member of staff) where the final decision and the amount to be awarded was recorded. The Authors' Contingency Fund is now more widely known and with the current squeeze on income due to the cost of living crisis the aim of the Authors' Contingency Fund is to continue to fundraise and support writers who are suffering financial hardship.

At the end of 2022 the charity received a grant of £300,000 from the Hawthornden Literary Retreat to fund an increase in grantmaking to help writers in need in 2023.

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2022

Financial Review

The results for the year ended 31st December 2022 are attached and show a Net increase in funds of £204,863 (2021: £55,482 decrease) after including grants and donations received of £478,005 (2021: £300,418) and paying Charitable Grants of £276,430 (2021: £357,900) helping 181 authors during the year (2021: 287). The realised deficit on the disposal of investments this year was £602 (2021: £2,237 gain) and the unrealised decrease in market value of investments this year amounted to £82,157 (2021: £46,874 increase). The investments appear in the Balance Sheet at their market value at of £521,642 (2021: £619,902). As a result, the Total Funds carried forward at the year-end amount to £815,852 (2021: £693,748) comprising restricted funds of £300,000 (2021: £1,880) and unrestricted funds of £515,852 (2021: £691,868) and the Trustees consider that the charity has sufficient income and capital to meet its obligations in the foreseeable future.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England and Wales, the Charities Act 2011, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources 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 the principles of the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

Approved by the board of Trustees on 18 May 2023 and signed on their behalf by:



Joanne Harris – Chair of the Management Committee, The Society of Authors

THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31st DECEMBER 2022

Independent Examiner's Report to the Trustees of The Authors' Contingency Fund

I report to the trustees on my examination of the accounts of The Authors' Contingency Fund for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

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

Independent Examiner's statement

Since the Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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

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

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



Simon Goodridge FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London
EC3A 2AD

Date: 14 July 2023

THE AUTHORS' CONTINGENCY FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Income					
Grants and Donations	2	178,005	300,000	478,005	300,418
Investment Income - Dividends	3	18,113	-	18,113	14,907
- Bank Interest		95	-	95	192
Other income	4	11,133	-	11,133	9,720
Total		<u>207,346</u>	<u>300,000</u>	<u>507,346</u>	<u>325,237</u>
Expenditure					
Raising funds:					
Investment Management Fees		2,752	-	2,752	3,063
Charitable activities	5	298,441	1,290	299,731	377,656
Total		<u>301,193</u>	<u>1,290</u>	<u>302,483</u>	<u>380,719</u>
Net income/(expenditure) before gains/(losses) on investments					
		<u>(93,847)</u>	<u>298,710</u>	<u>204,863</u>	<u>(55,482)</u>
Net gains/(losses) on investments	8	(82,759)	-	(82,759)	49,111
Net income/(expenditure)		<u>(176,606)</u>	<u>298,710</u>	<u>122,104</u>	<u>(6,371)</u>
Transfers between funds		590	(590)	-	-
Net movement in funds		<u>(176,016)</u>	<u>298,120</u>	<u>122,104</u>	<u>(6,371)</u>
Reconciliation of funds:					
Total funds brought forward		691,868	1,880	693,748	700,119
Total funds carried forward		<u>£515,852</u>	<u>£300,000</u>	<u>£815,852</u>	<u>£693,748</u>

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

BALANCE SHEET

31st DECEMBER 2022

	Notes	£	2022	£	2021	£
FIXED ASSETS						
Quoted Investments – at Market Value	6		521,642			619,902
CURRENT ASSETS						
Debtors and Prepayments	9	665			18,250	
Cash held by Investment Managers		4,279			11,530	
Cash at bank		<u>292,444</u>			<u>47,258</u>	
		297,388			77,038	
CURRENT LIABILITIES						
Amounts due within one year	10	<u>(3,178)</u>			<u>(3,192)</u>	
Net Current Assets			294,210			73,846
TOTAL NET ASSETS	13		<u>£815,852</u>			<u>£693,748</u>
Represented by:						
ACCUMULATED FUNDS						
Restricted Funds	11		300,000			1,880
Unrestricted Funds	12		515,852			691,868
TOTAL FUNDS			<u>£815,852</u>			<u>£693,748</u>

Approved by the Trustees on 18 May 2023 and signed on their behalf



Joanne Harris – Chair of the Management Committee, The Society of Authors

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

1 ACCOUNTING POLICIES

- a) These financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities', in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011. The presentational currency of the financial statements is Pound Sterling (£).
- b) General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

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

- c) Grants and donations are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recognised on an accruals basis.
- d) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, including governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct costs allocated to the activities.
- e) Awards paid include all amounts payable in the year in accordance with the terms of the Trust Deed.
- f) Investments are a form of basis financial investment and are initially recognised at their transaction value and subsequently measured at fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.
- g) The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern for a period of at least twelve months from the date of approval of these financial statements.

The Trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

2. GRANTS AND DONATIONS

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Grants – Hawthornden Literary Retreat	-	300,000	300,000	-
Other donations	176,421	-	176,421	289,836
Gift aid – tax reclaimed	1,584	-	1,584	10,582
	<u>£178,005</u>	<u>£300,000</u>	<u>£478,005</u>	<u>£300,418</u>

3. INVESTMENT INCOME

	Unrestricted £	Restricted £	Gross Income 2022 £	Gross Income 2021 £
NON GOVERNMENT BOND FUNDS				
ASC (Offshore) Global Fixed Interest Fund Z Income	2,558	-	2,558	2,423
ASC (Offshore) Sterling Fixed Interest Fund Z Income	1,535	-	1,535	1,612
	<u>4,093</u>	<u>-</u>	<u>4,093</u>	<u>4,035</u>
MULTI ASSET CHARITY INVESTMENT FUNDS				
BNY Mellon Funds	-	-	-	2,013
ASC Income Fund Z	14,020	-	14,020	8,859
TOTAL	<u>£18,113</u>	<u>£-</u>	<u>£18,113</u>	<u>£14,907</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

4. OTHER INCOME

	2022	2021
	£	£
Royalties	11,133	9,720
	<u>£11,133</u>	<u>£9,720</u>

5. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	2022
	£	£	Total
			£
DIRECT			
Awards paid	275,140	1,290	276,430
INDIRECT			
Assessors fees	6,250	-	6,250
Administration costs	14,400	-	14,400
Other expenses	131	-	131
GOVERNANCE			
Independent Examiner's fee	2,520	-	2,520
	<u>£298,441</u>	<u>£1,290</u>	<u>£299,731</u>

Comparative year

	Unrestricted	Restricted	2021
	£	£	Total
			£
DIRECT			
Awards paid	357,900	-	357,900
INDIRECT			
Assessors fees	8,750	-	8,750
Administration costs	8,585	-	8,585
Other expenses	21	-	21
GOVERNANCE			
Independent Examiner's fee	2,400	-	2,400
	<u>£377,656</u>	<u>£-</u>	<u>£377,656</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

6. INVESTMENTS

	Cost	Market Value
	£	£
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	53,452	42,634
ASC (Offshore) Sterling Fixed Interest Fund Z Income	49,402	42,233
	<u>102,854</u>	<u>84,867</u>
MULTI ASSET CHARITY INVESTMENT FUNDS		
ASC Income Fund Z	444,827	436,775
	<u>444,827</u>	<u>436,775</u>
Totals at – 31 st December 2022	<u>£547,681</u>	<u>£521,642</u>
31 st December 2021	<u>£562,139</u>	<u>£619,902</u>

7. MOVEMENT IN COST ON INVESTMENTS

	2022		2021	
	£	£	£	£
Cost at 1 January 2022		562,139		320,019
Additions				
ASC Income Fund Z	-		459,923	
		-		459,923
Disposals				
ASC (Offshore) Sterling Fixed Interest	-		(1,741)	
BNY Mellon Funds	-		(215,424)	
ASC Income Fund Z	(14,458)		(638)	
		(14,458)		(217,803)
Cost at 31 December 2022		<u>£547,681</u>		<u>£562,139</u>

8. MOVEMENT IN MARKET VALUES OF INVESTMENTS

	2022		2021	
	£	£	£	£
Market Value at the beginning of the year		619,902		572,133
Additions	-		459,923	
Disposal Proceeds	(15,501)		(461,265)	
Investment Gains/(losses)	(82,759)		49,111	
		(98,260)		47,769
Market value at year end		<u>£521,642</u>		<u>£619,902</u>
Realised gains/(losses)		(602)		2,237
Unrealised gains/(losses)		(82,157)		46,874
		<u>£(82,759)</u>		<u>£49,111</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

9. DEBTORS AND PREPAYMENTS

	2022	2021
	£	£
Other debtors	665	18,250
	<u>£665</u>	<u>£18,250</u>

10. CREDITORS AND ACCRUALS

	2022	2021
	£	£
Investment Managers' Fees	658	792
Professional Fees	2,520	2,400
	<u>£3,178</u>	<u>£3,192</u>

11. RESTRICTED FUNDS

	Balance at 1 January 2022	Income	Expenditure	Transfers	Balance at 31 December 2022
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880	-	(1,290)	(590)	-
Hawthornden Literary Retreat	-	300,000	-	-	300,000
Total	<u>£1,880</u>	<u>£300,000</u>	<u>£(1,290)</u>	<u>£(590)</u>	<u>£300,000</u>

Grants from The Francis W Reckitt Arts Trust were provided to fund residential stays for professional writers. The Hawthornden Literary Retreat grant is to fund an increase in grant-making in 2023.

Prior year

	Balance at 1 January 2021	Income	Expenditure	Transfers	Balance at 31 December 2021
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880	-	-	-	1,880
Total	<u>£1,880</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>£1,880</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

12. UNRESTRICTED FUNDS

	Balance at 1 January 2022	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2022
	£	£	£	£	£	£
Unrestricted Fund	691,868	207,346	(301,193)	(82,759)	590	515,852
	<u>£691,868</u>	<u>£207,346</u>	<u>£(301,193)</u>	<u>£(82,759)</u>	<u>£590</u>	<u>£515,852</u>
Prior year						
	Balance at 1 January 2021	Income	Expenditure	Investment Gains/ (Losses)	Transfers	Balance at 31 December 2021
	£	£	£	£	£	£
Unrestricted Fund	698,239	325,237	(380,719)	49,111	-	691,868
	<u>£698,239</u>	<u>£325,237</u>	<u>£(380,719)</u>	<u>£49,111</u>	<u>£ -</u>	<u>£691,868</u>

13. NET ASSETS

	Unrestricted £	Restricted £	2022 Total £
Fixed asset investments	521,642	-	521,642
Net current assets	(5,790)	300,000	294,210
	<u>£515,852</u>	<u>£300,000</u>	<u>£815,852</u>
Prior year			
	Unrestricted £	Restricted £	2021 Total £
Fixed asset investments	619,902	-	619,902
Net current assets	71,966	1,880	73,846
	<u>£691,868</u>	<u>£1,880</u>	<u>£693,748</u>

14. TRUSTEES REMUNERATION

No Trustee received any remuneration in respect of their services as trustees during the year (2021: £-).
No trustees were reimbursed for our of pocket travelling expenses in the year (2021: £-).

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

15. RELATED PARTY DISCLOSURES

The Society of Authors, which is the corporate Trustee of the charity, carried out management services for the charity and charged a management fee for the year amounting to £14,400 (2021: £8,585).

The Hawthornden Literary Retreat grant of £300,000 was received by The Society of Authors from CAF America and regranted to the charity.

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Restricted £	2021 Total £
Income			
Donations and Legacies	300,418	-	300,418
Investment Income - Dividends	14,907	-	14,907
- Bank Interest	192	-	192
Other income	9,720	-	9,720
Total	<u>325,237</u>	<u>-</u>	<u>325,237</u>
Expenditure			
Raising funds:			
Investment Management Fees	3,063	-	3,063
Charitable activities	377,656	-	377,656
Total	<u>380,719</u>	<u>-</u>	<u>380,719</u>
Net income/(expenditure) before Investment gains/(losses)	<u>(55,482)</u>	<u>-</u>	<u>(55,482)</u>
Net gains/(losses) on investments	49,111	-	49,111
Net income/(expenditure)	<u>(6,371)</u>	<u>-</u>	<u>(6,371)</u>
Reconciliation of funds:			
Total funds brought forward	698,239	1,880	700,119
Total funds carried forward	<u>£691,868</u>	<u>£1,880</u>	<u>£693,748</u>

THE AUTHORS' CONTINGENCY FUND

England & Wales - Charity number 212406

Accounts

THE AUTHORS' CONTINGENCY FUND

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31 DECEMBER 2021

CHARITY No. 212406

THE AUTHORS' CONTINGENCY FUND

Charity Information

Trustees	The Management Committee of The Society of Authors
Charity Number	212406
Charity Offices	c/o The Society of Authors 24 Bedford Row London WC1R 4EH
Independent Examiner	Simon Goodridge FCA Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
Bankers	HSBC The Peak 333 Vauxhall Bridge Road Victoria London SW1V 1EJ
Investment Managers	abrdrn Bow Bells House 1 Bread Street London EC4M 9HH

THE AUTHORS' CONTINGENCY FUND

Contents

	Page
Trustees' Report	1 - 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 - 12

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2021

The Trustees present their report and financial statements for the year ended 31st December 2021. The Trustees have adopted the provisions of the 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) (second edition effective 1 January 2019).

Trustees

The Society of Authors is the corporate Trustee of the charity and has acted throughout the year.

Investment powers and Risk Management

The Trust Deed authorises the Trustees to make and hold investments using the Capital Funds of the charity. These are shown in detail in the notes to the financial statements. The principal area of risk concerns the management of the investments, the income from which provides the principal source of funds from which the awards are paid. The investments are therefore kept under constant review by the investment managers.

Constitution, objects and policies

This Charity was constituted under a Trust Deed dated 21st July 1960, amended on 28th March 1963, to pay grants to authors in financial need. The policy of the Authors' Contingency Fund continues to be to pay grants in accordance with the Trust Deed out of the income generated by the investments and donations and to seek additional donations wherever possible.

Public Benefit

In reviewing the charity's aims and objectives and in planning future activities, the Trustees refer to the Charity Commission's general guidance on public benefit.

Reserves Policy

The Trustees policy is to operate on the basis of being able to continue to generate sufficient incoming resources to use toward meeting their charitable objectives and to accord with their principal terms. The Trustees are of the opinion that the funds remain sufficient to enable them to continue this ongoing objective. The charity has sufficient but not excessive funds to service its objective of making future charitable distributions.

Achievements and Performance of the charity

Since 2020, Covid19 has had a significant and detrimental impact on the earnings of all kinds of writers. The Society of Authors' Contingency Fund has huge experience and robust, speedy processes in dealing with applicants suffering financial hardship and the Contingency Fund has continued to receive donations in 2021 from The Royal Literary Fund (£150,000), Amazon (£25,000), Authors' Licensing and Collecting Society (£20,000), World of Books (£18,250), Random House Group (£10,000), Bloomsbury Publishing (£5,000), Linbury Trust (£4,000) as well as donations from trusts and individuals (£57,778) to help support these writers. The charity would like to thank everyone who has generously donated.

The criteria for these grants was to provide provision for the relief of Authors who were suffering financial difficulties and due to the effect of the Covid19 pandemic, the number of applicants for these grants had significantly increased and the above generous donations enabled The Society of Authors' Contingency Fund to support more writers in this time of need. The agreed small grants, typically in the region of £1,000-£2,000 were to provide quick emergency relief to these authors. All grants were assessed on the basis of an application form and covering statement supplied by the applicant, these were all sifted by staff for eligibility and where necessary additional information was requested. All eligible applications were then forwarded to assessors to read and review. The Assessors then did a final review at regular meetings (always two assessors and one member of staff) where the final decision and the amount to be awarded was recorded. While the pandemic is still going on the aim of the Authors' Contingency Fund is to continue to fundraise and support writers whose earnings are still being impacted.

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2021

Financial Review

The results for the year ended 31st December 2021 are attached and show a Net decrease in funds of £55,482 (2020: £93,146 increase) after including grants and donations received of £289,836 (2020: £1,343,326) and paying Charitable Grants of £357,900 (2020: £1,266,777) helping 287 authors during the year (2020: 890). The realised surplus on the disposal of investments this year was £2,237 (2020: £nil) and the unrealised increase in market value of investments this year amounted to £46,874 (2020: £2,043 increase). The investments appear in the Balance Sheet at their market value at of £619,902 (2020: £572,133). As a result, the Total Funds carried forward at the year-end amount to £693,748 (2020: £700,119) comprising restricted funds of £1,880 and unrestricted funds of £691,868 and the Trustees consider that the charity has sufficient income and capital to meet its obligations in the foreseeable future.

The Covid-19 pandemic has affected the way the charity and the Society of Authors works. The charity continues to support authors and other writers affected by the pandemic. The Fund was very successful and in all 287 grants have been awarded.

The Covid19 pandemic has increased the number of applications to the Authors' Contingency Fund which has resulted in increased administration for the Contingency Fund as the number of successful grants increased from 63 in 2019 (pre-pandemic) to 287 in 2021, an increase of over 350%. The Society of Authors did not increase the Management Fee charged to The Contingency Fund as The Society of Authors aim was to distribute all the extra funds raised by the charity as grants to writers and not to increase administration costs to the charity.

The ordinary work of the charity funded from investment income was also affected. The value of the charity's investment portfolio has recovered the losses suffered in March/April 2020 and has increased in value over the course of the whole year before disposals as set out in the notes to the financial statements. The Covid19 pandemic has raised awareness of this fund and the charity anticipates that applications will be higher than 2019 levels and the charity is aiming to continue to fundraise where necessary to provide additional support where required.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England and Wales, the Charities Act 2011, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources 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 the principles of the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

Approved by the board of Trustees on 26 May 2022 and signed on their behalf by:



Joanne Harris – Chair of the Management Committee, The Society of Authors

THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31st DECEMBER 2021

Independent Examiner's Report to the Trustees of The Authors' Contingency Fund

I report to the trustees on my examination of the accounts of The Authors' Contingency Fund for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

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

Independent Examiner's statement

Since the Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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

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

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



Simon Goodridge FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London
EC3A 2AD

Date: 30 May 2022

THE AUTHORS' CONTINGENCY FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Income					
Grants and Donations	2	289,836	-	289,836	1,343,326
Investment Income - Dividends	3	14,907	-	14,907	12,854
- Bank Interest		192	-	192	30
Other income	5	<u>20,302</u>	-	<u>20,302</u>	<u>26,415</u>
Total		<u>325,237</u>	-	<u>325,237</u>	<u>1,382,625</u>
Expenditure					
Raising funds:					
Investment Management Fees		3,063	-	3,063	3,674
Charitable activities	4	<u>377,656</u>	-	<u>377,656</u>	<u>1,285,805</u>
Total		<u>380,719</u>	-	<u>380,719</u>	<u>1,289,479</u>
Net income/(expenditure) before investment gains/(losses)		<u>(55,482)</u>	-	<u>(55,482)</u>	<u>93,146</u>
Net gains/(losses) on investments	8	49,111	-	49,111	2,043
Net income/(expenditure)		<u>(6,371)</u>	-	<u>(6,371)</u>	<u>95,189</u>
Reconciliation of funds:					
Total funds brought forward		698,239	1,880	700,119	604,930
Total funds carried forward		<u>£691,868</u>	<u>£1,880</u>	<u>£693,748</u>	<u>£700,119</u>

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

BALANCE SHEET

31st DECEMBER 2021

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Quoted Investments – at Market Value	6		619,902		572,133
CURRENT ASSETS					
Debtors and Prepayments	9	18,250		13,029	
Cash held by Investment Managers		11,530		8,395	
Cash at bank		<u>47,258</u>		<u>119,754</u>	
		77,038		141,178	
CURRENT LIABILITIES					
Amounts due within one year	10	<u>(3,192)</u>		<u>(13,192)</u>	
Net Current Assets			73,846		127,986
TOTAL NET ASSETS	13		<u>£693,748</u>		<u>£700,119</u>
Represented by:					
ACCUMULATED FUNDS					
Restricted Funds	11		1,880		1,880
Unrestricted Funds	12		691,868		698,239
TOTAL FUNDS			<u>£693,748</u>		<u>£700,119</u>

Approved by the Trustees on 26 May 2022 and signed on their behalf



Joanne Harris – Chair of the Management Committee, The Society of Authors

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

1 ACCOUNTING POLICIES

- a) These financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities', in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011. The presentational currency of the financial statements is Pound Sterling (£).
- b) General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

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

- c) Grants and donations are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recognised on an accruals basis.
- d) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, including governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct costs allocated to the activities.
- e) Awards paid include all amounts payable in the year in accordance with the terms of the Trust Deed.
- f) Investments are a form of basis financial investment and are initially recognised at their transaction value and subsequently measured at fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.
- g) The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The Trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The UK economy has been seriously affected by the Covid-19 pandemic. The charity's income is derived from its investment portfolio whose value has recovered the losses suffered in March/April 2020. The trustees believe that its investments will continue to provide sufficient resources in the foreseeable future to enable the charity to maintain its ordinary activities and have concluded that there are no material uncertainties about the Trust's ability to continue as a going concern.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

2. GRANTS AND DONATIONS

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Grants and donations				
Authors Emergency Fund				
Arts Council England	-	-		400,000
Creative Scotland	-	-		207,695
Other donations	289,836	-	289,836	735,631
	<u>£289,836</u>	<u>-</u>	<u>£289,836</u>	<u>£1,343,326</u>

3. INVESTMENT INCOME

	Gross Income 2021 £	Gross Income 2020 £
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	2,423	2,196
ASC (Offshore) Sterling Fixed Interest Fund Z Income	1,612	1,692
	<u>4,035</u>	<u>3,888</u>
MULTI ASSET CHARITY INVESTMENT FUNDS		
BNY Mellon Funds	2,013	8,966
ASC Income Fund Z	8,859	-
TOTAL	<u>£14,907</u>	<u>£12,854</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

4. CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2021 Total £
DIRECT			
Awards paid	357,900	-	357,900
INDIRECT			
Assessors fees	8,750	-	8,750
Administration costs	8,585	-	8,585
Other expenses	21	-	21
GOVERNANCE			
Independent Examiner's fee	2,400	-	2,400
	<u>£377,656</u>	<u>-</u>	<u>£377,656</u>

Comparative year

	Unrestricted £	Restricted £	2020 Total £
DIRECT			
Awards paid	661,082	605,695	1,266,777
INDIRECT			
Assessors fees	4,060	2,000	6,060
Administration costs	8,335	-	8,335
Other expenses	85	-	85
GOVERNANCE			
Audit fee	4,548	-	4,548
	<u>£678,110</u>	<u>£607,695</u>	<u>£1,285,805</u>

5. OTHER INCOME

	2021 £	2020 £
Other income	10,582	16,179
Royalties	9,720	10,236
	<u>£20,302</u>	<u>£26,415</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

6. INVESTMENTS

	Cost	Market Value
	£	£
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	53,452	53,730
ASC (Offshore) Sterling Fixed Interest Fund Z Income	49,402	54,662
	<u>102,854</u>	<u>108,392</u>
MULTI ASSET CHARITY INVESTMENT FUNDS		
ASC Income Fund Z	459,285	511,510
	<u>459,285</u>	<u>511,510</u>
Totals at – 31 st December 2021	<u>£562,139</u>	<u>£619,902</u>
31 st December 2020	<u>£320,019</u>	<u>£572,133</u>

7. MOVEMENT IN COST ON INVESTMENTS

	2021		2020	
	£	£	£	£
Cost at 1 January 2021		320,019		320,019
Additions				
ASC Income Fund Z	<u>459,923</u>	459,923		
Disposals				
ASC (Offshore) Sterling Fixed Interest	(1,741)			
BNY Mellon Funds	(215,424)			
ASC Income Fund Z	<u>(638)</u>		-	
		<u>(217,803)</u>		-
Cost at 31 December 2021		<u>£562,139</u>		<u>£320,019</u>

8. MOVEMENT IN MARKET VALUES OF INVESTMENTS

	2021		2020	
	£	£	£	£
Market Value at the beginning of the year		572,133		570,090
Additions	459,923		-	
Disposal Proceeds	(461,265)			
Investment Gains/(losses)	<u>49,111</u>		<u>2,043</u>	
		<u>47,769</u>		<u>2,043</u>
Market value at year end		<u>£619,902</u>		<u>£572,133</u>
Realised gains/(losses)		2,237		-
Unrealised gains/(losses)		46,874		2,043
		<u>£49,111</u>		<u>£2,043</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

9. DEBTORS AND PREPAYMENTS

	2021	2020
	£	£
Debtors	-	11,029
Other debtors	18,250	2,000
	<u>£18,250</u>	<u>£13,029</u>

10. CREDITORS AND ACCRUALS

	2021	2020
	£	£
Investment Managers' Fees	792	842
Professional Fees	2,400	4,500
Accruals	-	7,850
	<u>£3,192</u>	<u>£13,192</u>

11. RESTRICTED FUNDS

	Balance at 1 January 2021	Income	Expenditure	Transfers	Balance at 31 December 2021
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880	-	-	-	1,880
Total	<u>£1,880</u>	<u>£-</u>	<u>£-</u>	<u>£-</u>	<u>£1,880</u>

Grants from The Francis W Reckitt Arts Trust were provided to fund residential stays for professional writers.

<i>Prior year</i>	Balance at 1 January 2020	Income	Expenditure	Transfers	Balance at 31 December 2020
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880	-	-	-	1,880
Authors Emergency Fund					
Arts Council England	-	400,000	(400,000)	-	-
Creative Scotland	-	207,695	(207,695)	-	-
Total	<u>£1,880</u>	<u>£607,695</u>	<u>£(607,695)</u>	<u>-</u>	<u>£1,880</u>

The Authors' Emergency Fund was set up in response to the significant and detrimental impact Covid19 has had on the earnings of all kinds of writers with the aim of providing an industry wide Emergency Fund to be administered through the Society of Authors' Contingency Fund as the Contingency Fund already had huge experience and robust, speedy processes to process applicants. The Authors Emergency Fund was set up to funnel and distribute donations from various organisations and individuals. The funding from Arts Council England and Creative Scotland was restricted to particular applicants. The other funds raised have been treated as unrestricted (see note 12) as they can be used in accordance with the general objects of the charity which are to pay grants to authors in financial need.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

12. UNRESTRICTED FUNDS

	Balance at 1 January 2021	Income	Expenditure	Balance at 31 December 2021
	£	£	£	£
Unrestricted Fund	698,239	374,348	(380,719)	691,868
	<u>£698,239</u>	<u>£374,348</u>	<u>£(380,719)</u>	<u>£691,868</u>
Prior year				
	Balance at 1 January 2020	Income	Expenditure	Balance at 31 December 2020
	£	£	£	£
Unrestricted Fund	603,050	776,973	(681,784)	698,239
	<u>£603,050</u>	<u>£776,973</u>	<u>£(681,784)</u>	<u>£698,239</u>

13. NET ASSETS

	Unrestricted	Restricted	2021 Total
	£	£	£
Fixed asset investments	619,902	-	619,902
Net current assets	71,966	1,880	73,846
	<u>£691,868</u>	<u>1,880</u>	<u>£693,748</u>
Prior year			
	Unrestricted	Restricted	2020 Total
	£	£	£
Fixed asset investments	572,133	-	572,133
Net current assets	126,106	1,880	127,986
	<u>£698,239</u>	<u>£1,880</u>	<u>£700,119</u>

14. TRUSTEES REMUNERATION

No Trustee received any remuneration in respect of their services as trustees during the year (2020: £-).
No trustees were reimbursed for our of pocket travelling expenses in the year (2020: £-).

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

15. RELATED PARTY DISCLOSURES

The Society of Authors, which is the corporate Trustee of the charity, carried out management services for the charity and charged a management fee for the year amounting to £8,585 (2020: £8,335). Margaret Skea, a member of the Management committee of the Society of Authors, was a recipient of a grant of £1,500 in the prior year. The grant application was made as part of the Authors Emergency Fund and was considered at arms length as part of the usual grant assessment process. There were no other related party transactions in either period.

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Restricted £	2020 Total £
Income			
Donations and Legacies	735,631	607,695	1,343,326
Investment Income - Dividends	12,854	-	12,854
- Bank Interest	30	-	30
Other income	26,415	-	26,415
Total	<u>774,930</u>	<u>607,695</u>	<u>1,382,625</u>
Expenditure			
Raising funds:			
Investment Management Fees	3,674	-	3,674
Charitable activities	678,110	607,695	1,285,805
Total	<u>681,784</u>	<u>607,695</u>	<u>1,289,479</u>
Net income/(expenditure) before Investment gains/(losses)	<u>93,146</u>	<u>-</u>	<u>93,146</u>
Net gains/(losses) on investments	2,043	-	2,043
Net income/(expenditure)	<u>95,189</u>	<u>-</u>	<u>95,189</u>
Reconciliation of funds:			
Total funds brought forward	603,050	1,880	604,930
Total funds carried forward	<u>£698,239</u>	<u>£1,880</u>	<u>£700,119</u>

THE AUTHORS' CONTINGENCY FUND

England & Wales - Charity number 212406

Accounts

THE AUTHORS' CONTINGENCY FUND

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31 DECEMBER 2020

CHARITY No. 212406

THE AUTHORS' CONTINGENCY FUND

Charity Information

Trustees	The Management Committee of The Society of Authors
Charity Number	212406
Charity Offices	c/o The Society of Authors 24 Bedford Row London WC1R 4EH
Independent Auditor	Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
Bankers	HSBC The Peak 333 Vauxhall Bridge Road Victoria London SW1V 1EJ
Investment Managers	Aberdeen Standard Capital Bow Bells House 1 Bread Street London EC4M 9HH

THE AUTHORS' CONTINGENCY FUND

Contents

	Page
Trustees' Report	1 - 2
Auditors' Report	3 - 5
Statement of Financial Activities	6
Balance Sheet	7
Statement of Cash flows	8
Notes to the Financial Statements	9 - 15

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2020

The Trustees present their report and financial statements for the year ended 31st December 2020. The Trustees have adopted the provisions of the 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) (second edition effective 1 January 2019).

Trustees

The Society of Authors is the corporate Trustee of the charity and has acted throughout the year.

Investment powers and Risk Management

The Trust Deed authorises the Trustees to make and hold investments using the Capital Funds of the charity. These are shown in detail in the notes to the financial statements. The principal area of risk concerns the management of the investments, the income from which provides the principal source of funds from which the awards are paid. The investments are therefore kept under constant review by the investment managers.

Constitution, objects and policies

This Charity was constituted under a Trust Deed dated 21st July 1960, amended on 28th March 1963, to pay grants to authors in financial need. The policy of the Authors' Contingency Fund continues to be to pay grants in accordance with the Trust Deed out of the income generated by the investments and donations and to seek additional donations wherever possible.

Public Benefit

In reviewing the charity's aims and objectives and in planning future activities, the Trustees refer to the Charity Commission's general guidance on public benefit.

Reserves Policy

The Trustees policy is to operate on the basis of being able to continue to generate sufficient incoming resources to use toward meeting their charitable objectives and to accord with their principal terms. The Trustees are of the opinion that the funds remain sufficient to enable them to continue this ongoing objective. The charity has sufficient but not excessive funds to service its objective of making future charitable distributions.

Achievements and Performance of the charity

The Authors' Emergency Fund was set up in response to the significant and detrimental impact Covid19 was having on the earnings of all kinds of writers. It was set up as an industry-wide Emergency Fund to be administered through The Society of Authors' Contingency Fund as the Contingency Fund already had huge experience and robust, speedy and respected processes in dealing with applicants. The fund received donations from the Arts Council England (£400,000), Creative Scotland (£207,695), The Royal Literary Fund (£150,000), ALCS (£99,179) and Amazon (250,000) as well as donations from trusts and individuals (£236,750). The funding from Arts Council England and Creative Scotland was restricted to particular applicants. The other funds raised have been treated as unrestricted as they can be used in accordance with the general objects of the charity which are to pay grants to authors in financial need.

The criteria for these grants was to provide suitable financial provision for the relief of Authors who were suffering financial difficulties due to the Covid19 pandemic with the aim of agreeing small grants, typically in the region of £500-£2,000 quickly to provide emergency relief to these authors. All grants were assessed on the basis of an application form and covering statement supplied by the applicant, these were all sifted by staff for eligibility and where necessary additional information was requested. All eligible applications were then forwarded to assessors to read and review. The Assessors then did a final review at regular meetings (always two assessors and one member of staff) where the final decision and the amount to be awarded was recorded. Although the title Authors' Emergency Fund has reverted to the Authors' Contingency Fund (and associated funds) from December 2020 the aim is to continue fundraising and to support all writers while the Covid19 pandemic is ongoing.

REPORT OF THE TRUSTEES OF THE AUTHORS' CONTINGENCY FUND

YEAR ENDED 31 DECEMBER 2020

Financial Review

The results for the year ended 31st December 2020 are attached and show a Net increase in funds of £93,146 (2019: £22,099 decrease) after including grants and donations received of £1,343,326 (2019: £7,603) and paying Charitable Grants of £1,266,777 (2019: £45,987) helping 890 authors during the year (2019: 63) which included the Authors Emergency Fund. The realised surplus on the disposal of investments this year was £nil (2019: £1,208 surplus) and the unrealised increase in market value of investments this year amounted to £2,043 (2019: £69,821 increase). The investments appear in the Balance Sheet at their market value at of £572,133 (2019: £570,090). As a result, the Total Funds carried forward at the year-end amount to £700,119 (2019: £604,930) comprising restricted funds of £1,880 and unrestricted funds of £698,239 and the Trustees consider that the charity has sufficient income and capital to meet its obligations in the foreseeable future.

The Covid-19 pandemic has affected the way the charity and the Society of Authors works. The charity was a key part of the Authors Emergency Fund launched in March 2020 to support authors and other writers affected by the pandemic. The Fund was very successful and in all 923 grants have been awarded.

The Authors' Emergency Fund resulted in increased administration for the Contingency Fund as the number of successful grants increased from 63 to 890, an increase of over 1300%. The Society of Authors did not increase the Management Fee charged to The Contingency Fund as The Society of Authors aim in running the Authors' Emergency Fund was to distribute all the extra funds raised by the charity as grants to writers and not to increase administration costs to the charity.

The ordinary work of the charity funded from investment income was also affected. The value of the charity's investment portfolio has recovered the losses suffered in March/April 2020 and has increased in value over the course of the whole year before disposals as set out in the notes to the financial statements. The charity anticipates being able to maintain its existing support for writers on an annual basis similar to 2019.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England and Wales, the Charities Act 2011, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources 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 the principles of the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

Approved by the board of Trustees on 27 May 2021 and signed on their behalf by:



Joanne Harris – Chair of the Management Committee, The Society of Authors

Independent Auditor's Report to the Trustees of The Authors' Contingency Fund

Opinion

We have audited the financial statements of The Authors' Contingency Fund (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independent Auditor's Report to the Trustees of The Authors' Contingency Fund

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 2, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The Charity is required to comply with charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charity complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charity's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

Independent Auditor's Report to the Trustees of The Authors' Contingency Fund

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of the audit report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken, so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report or for the opinions we have formed.

Knox Cropper LLP

1 June 2021

Knox Cropper LLP
Statutory Auditor
65 Leadenhall Street
London, EC3A 2AD

Knox Cropper LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE AUTHORS' CONTINGENCY FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted £	Restricted £	2020 Total £	2019 Total £
Income					
Grants and Donations	2	735,631	607,695	1,343,326	7,603
Investment Income - Dividends	3	12,854	-	12,854	16,707
- Bank Interest		30	-	30	15
Other income	5	<u>26,415</u>	<u>-</u>	<u>26,415</u>	<u>13,534</u>
Total		<u><u>774,930</u></u>	<u><u>607,695</u></u>	<u><u>1,382,625</u></u>	<u><u>37,859</u></u>
Expenditure					
Raising funds:					
Investment Management Fees		3,674	-	3,674	4,462
Charitable activities	4	678,110	607,695	1,285,805	55,496
Total		<u><u>681,784</u></u>	<u><u>607,695</u></u>	<u><u>1,289,479</u></u>	<u><u>59,958</u></u>
Net income/(expenditure) before investment gains/(losses)					
		<u><u>93,146</u></u>	<u><u>-</u></u>	<u><u>93,146</u></u>	<u><u>(22,099)</u></u>
Net gains/(losses) on investments	8	2,043	-	2,043	71,209
Net income/(expenditure)		<u><u>95,189</u></u>	<u><u>-</u></u>	<u><u>95,189</u></u>	<u><u>48,930</u></u>
Reconciliation of funds:					
Total funds brought forward		603,050	1,880	604,930	556,000
Total funds carried forward		<u><u>£698,239</u></u>	<u><u>£1,880</u></u>	<u><u>£700,119</u></u>	<u><u>£604,930</u></u>

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

BALANCE SHEET

31st DECEMBER 2020

	Notes	£	2020	£	£	2019	£
FIXED ASSETS							
Quoted Investments – at Market Value	6			572,133			570,090
CURRENT ASSETS							
Debtors and Prepayments	9	13,029				880	
Cash held by Investment Managers		8,395				15,474	
Cash at bank		<u>119,754</u>				<u>21,044</u>	
		141,178				37,398	
CURRENT LIABILITIES							
Amounts due within one year	10	<u>(13,192)</u>				<u>(2,558)</u>	
Net Current Assets				127,986			34,840
TOTAL NET ASSETS	13			<u>£700,119</u>			<u>£604,930</u>
Represented by:							
ACCUMULATED FUNDS							
Restricted Funds	11			1,880			1,880
Unrestricted Funds	12			698,239			603,050
TOTAL FUNDS				<u>£700,119</u>			<u>£604,930</u>

Approved by the Trustees on 27 May 2021 and signed on their behalf



.....
Joanne Harris – Chair of the Management Committee, The Society of Authors

The notes form part of these Financial Statements

THE AUTHORS' CONTINGENCY FUND

STATEMENT OF CASH FLOWS

31st DECEMBER 2020

	2020	2019
	£	£
OPERATING ACTIVITIES		
Net income/(expenditure) for the reporting period	93,146	(22,099)
Investment income	(12,884)	(16,722)
(Increase)/decrease in debtors	(12,149)	(880)
Increase/(decrease) in creditors	10,634	216
Net cash provided by/(used in) operating activities	<u>78,747</u>	<u>(39,485)</u>
INVESTING ACTIVITIES		
Investment income	12,884	16,722
Disposal of investments	-	13,000
Net cash provided by/(used in) investing activities	<u>12,884</u>	<u>29,722</u>
Change in cash and cash equivalents in the reporting period	91,631	(9,763)
Cash and cash equivalents at the beginning of the reporting period	36,518	46,281
Cash and cash equivalents at the end of the reporting period	<u><u>£128,149</u></u>	<u><u>£36,518</u></u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES

a) These financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities', in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011. The presentational currency of the financial statements is Pound Sterling (£).

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

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

c) Grants and donations are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are deferred. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recognised on an accruals basis.

d) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, including governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct costs allocated to the activities.

e) Awards paid include all amounts payable in the year in accordance with the terms of the Trust Deed.

f) Investments are a form of basis financial investment and are initially recognised at their transaction value and subsequently measured at fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

g) The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The Trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The UK economy has been seriously affected by the Covid-19 pandemic. The charity's income is derived from its investment portfolio whose value has recovered the losses suffered in March/April 2020. The trustees believe that its investments will continue to provide sufficient resources in the foreseeable future to enable the charity to maintain its ordinary activities and have concluded that there are no material uncertainties about the Trust's ability to continue as a going concern.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

2. GRANTS AND DONATIONS

	Unrestricted £	Restricted £	2020 Total £	2019 Total £
Grants and donations				
Authors Emergency Fund				
Arts Council England	-	400,000	400,000	-
Creative Scotland	-	207,695	207,695	-
Other donations	735,631	-	735,631	-
	<u>735,631</u>	<u>607,695</u>	<u>1,343,326</u>	<u>-</u>
Other	-	-	-	7,603
	<u>£735,631</u>	<u>£607,695</u>	<u>£1,343,326</u>	<u>£7,603</u>

3. INVESTMENT INCOME

	Gross Income 2020 £	Gross Income 2019 £
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	2,196	2,444
ASC (Offshore) Sterling Fixed Interest Fund Z Income	1,692	1,738
	<u>3,888</u>	<u>4,182</u>
MULTI ASSET CHARITY INVESTMENTS		
BNY Mellon Funds	8,966	12,525
TOTAL	<u>£12,854</u>	<u>£16,707</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

4. CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2020 Total £
DIRECT			
Awards paid			
Authors Emergency Fund	648,500	605,695	1,254,195
Other	12,582	-	12,582
INDIRECT			
Assessors fees - Authors Emergency Fund	4,060	2,000	6,060
Administration costs	8,335	-	8,335
Other expenses	85	-	85
GOVERNANCE			
Audit fee	4,548	-	4,548
	<u>£678,110</u>	<u>£607,695</u>	<u>£1,285,805</u>

Comparative year

	Unrestricted £	Restricted £	2019 Total £
DIRECT			
Awards paid	44,316	1,671	45,987
INDIRECT			
Assessors fees	-	-	-
Administration costs	7,938	-	7,938
Other expenses	83	-	83
GOVERNANCE			
Independent Examiner's fee	1,488	-	1,488
	<u>£53,825</u>	<u>£1,671</u>	<u>£55,496</u>

5. OTHER INCOME

	2020 £	2019 £
Other income	16,179	-
Royalties	10,236	13,534
	<u>£26,415</u>	<u>£13,534</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

6. INVESTMENTS

	Cost	Market Value
	£	£
NON GOVERNMENT BOND FUNDS		
ASC (Offshore) Global Fixed Interest Fund Z Income	53,452	56,317
ASC (Offshore) Sterling Fixed Interest Fund Z Income	51,143	59,454
	<u>104,595</u>	<u>115,771</u>
CHARITY INVESTMENT		
BNY Mellon Funds	215,424	456,362
	<u>215,424</u>	<u>456,362</u>
Totals at – 31 st December 2020	<u>£320,019</u>	<u>£572,133</u>
31 st December 2019	<u>£320,019</u>	<u>£570,090</u>

7. MOVEMENT IN COST ON INVESTMENTS

	2020		2019	
	£	£	£	£
Cost at 1 January 2020		320,019		326,419
Disposals				
BNY Mellon Funds	-		(6,400)	
		<u>-</u>		<u>(6,400)</u>
Cost at 31 December 2020		<u>£320,019</u>		<u>£320,019</u>

8. MOVEMENT IN MARKET VALUES OF INVESTMENTS

	2020		2019	
	£	£	£	£
Market Value at the beginning of the year		570,090		512,061
Disposal Proceeds	-		(13,000)	
Investment Gains/(losses)	2,043		71,029	
		<u>2,043</u>		<u>58,029</u>
Market value at year end		<u>£572,133</u>		<u>£570,090</u>
Realised gains/(losses)		-		1,208
Unrealised gains/(losses)		2,043		69,821
		<u>£2,043</u>		<u>£71,029</u>

9. DEBTORS AND PREPAYMENTS

	2020	2019
	£	£
Debtors	11,029	880
Other debtors	2,000	-
	<u>£13,029</u>	<u>£880</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

10. CREDITORS AND ACCRUALS

	2020	2019
	£	£
Investment Managers' Fees	842	1,106
Professional Fees	4,500	1,452
Accruals	7,850	-
	<u>£13,192</u>	<u>£2,558</u>

11. RESTRICTED FUNDS

	Balance at 1 January 2020	Income	Expenditure	Transfers	Balance at 31 December 2020
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,880	-	-	-	1,880
Authors Emergency Fund					
Arts Council England	-	400,000	(400,000)	-	-
Creative Scotland	-	207,695	(207,695)	-	-
Total	<u>£1,880</u>	<u>£607,695</u>	<u>£(607,695)</u>	<u>-</u>	<u>£1,880</u>

The Authors' Emergency Fund was set up in response to the significant and detrimental impact Covid19 has had on the earnings of all kinds of writers with the aim of providing an industry wide Emergency Fund to be administered through the Society of Authors' Contingency Fund as the Contingency Fund already had huge experience and robust, speedy processes to process applicants. The Authors Emergency Fund was set up to funnel and distribute donations from various organisations and individuals. The funding from Arts Council England and Creative Scotland was restricted to particular applicants. The other funds raised have been treated as unrestricted (see note 12) as they can be used in accordance with the general objects of the charity which are to pay grants to authors in financial need.

Grants from The Francis W Reckitt Arts Trust were provided to fund residential stays for professional writers.

<i>Prior year</i>	Balance at 1 January 2019	Income	Expenditure	Transfers	Balance at 31 December 2019
	£	£	£	£	£
The Francis W Reckitt Arts Trust	1,128	2,423	(1,671)	-	1,880
Total	<u>£1,128</u>	<u>£2,423</u>	<u>£(1,671)</u>	<u>-</u>	<u>£1,880</u>

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

12. UNRESTRICTED FUNDS

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2020 £
Unrestricted Fund	603,050	776,973	(681,784)	-	698,239
	<u>£603,050</u>	<u>£776,973</u>	<u>£(681,784)</u>	-	<u>£698,239</u>
<i>Prior year</i>					
	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2019 £
Unrestricted Fund	554,872	106,465	(58,287)	-	603,050
	<u>£554,872</u>	<u>£106,465</u>	<u>£(58,287)</u>	-	<u>£603,050</u>

13. NET ASSETS

	Unrestricted £	Restricted £	2020 Total £
Fixed asset investments	572,133	-	572,133
Net current assets	126,106	1,880	127,986
	<u>£698,239</u>	<u>£1,880</u>	<u>£700,119</u>
<i>Prior year</i>			
	Unrestricted £	Restricted £	2019 Total £
Fixed asset investments	570,090	-	570,090
Net current assets	32,960	1,880	34,840
	<u>£603,050</u>	<u>£1,880</u>	<u>£604,930</u>

14. TRUSTEES REMUNERATION

No Trustee received any remuneration in respect of their services as trustees during the year (2019: £0). No trustees were reimbursed for our of pocket travelling expenses in the year (2019: none).

15. RELATED PARTY DISCLOSURES

The Society of Authors, which is the corporate Trustee of the charity, carried out management services for the charity and charged a management fee for the year amounting to £8,335 (2019: £7,938). Margaret Skea, a member of the Management committee of the Society of Authors, was a recipient of a grant of £1,500 (2019: £nil) in the year. The grant application was made as part of the Authors Emergency Fund and was considered at arms length as part of the usual grant assessment process.

THE AUTHORS' CONTINGENCY FUND
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Restricted £	2019 Total £
Income			
Donations and Legacies	5,180	2,423	7,603
Investment Income - Dividends	16,707	-	16,707
- Bank Interest	15	-	15
Other income	<u>13,534</u>	<u>-</u>	<u>13,534</u>
Total	<u>35,436</u>	<u>2,423</u>	<u>37,859</u>
Expenditure			
Raising funds:			
Investment Management Fees	4,462	-	4,462
Charitable activities	53,825	1,671	55,496
Total	<u>58,287</u>	<u>1,671</u>	<u>59,958</u>
Net income/(expenditure) before Investment gains/(losses)	<u>(22,851)</u>	<u>752</u>	<u>(22,099)</u>
Net gains/(losses) on investments	71,029	-	71,209
Net income/(expenditure)	<u>48,178</u>	<u>752</u>	<u>48,930</u>
Reconciliation of funds:			
Total funds brought forward	554,872	1,128	556,000
Total funds carried forward	<u>£603,050</u>	<u>£1,880</u>	<u>£604,930</u>