

Design West

England & Wales · Charity number 290575

Details

Other names	THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE, THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED, B C A A LIMITED
Status	Registered
Legal form	CIO
Registered	1984-11-15
Register	View on the Charity Commission register

Contact

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Activities

Objects: TO ADVANCE EDUCATION AND RESEARCH INAND FOSTER PUBLIC APPRECIATION OF ARCHITECTURE OAND ITS RELATED DISCIPLINES.

Activities: Design West inspire the public, politicians & professionals to design better, healthier places to live work & relax. Placemaking brings people together across sector & society to co-design & vision great places. We convene independent Design & Policy Review services. Our Public Programmes inform & involve people in our built environment. We develop diverse talent through Education & Skills work.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, The General Public/mankind

Geography

- Bath And North East Somerset
- Bristol City
- Cornwall
- Devon
- Dorset
- Gloucestershire
- North Somerset
- South Gloucestershire
- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£997,818	£987,968	£1,264,762	19
2024-03-31	£1,106,702	£1,039,196	£1,254,912	21
2023-03-31	£1,092,161	£983,182	£1,417,310	12
2022-03-31	£824,797	£830,628	£881,679	14
2021-03-31	£587,981	£440,194	£887,510	8

Trustees

Name	Role	Appointed
Nicholas Stuart Fairham	Chair	2023-07-20
Cora Kwiatkowski		2019-01-17
Coralie Mckeivor		2023-02-01
David Waterhouse		2021-04-15
Gavin Rhys Eddy		2019-01-17
Stephen James Hilton		2019-04-04

Design West

England & Wales - Charity number 290575

Accounts

Charity no. 290575

**Design West
Report and Unaudited Financial
Statements
31 March 2025**

Design West

Reference and administrative details

For the year ended 31 March 2025

Charity number	290575
Registered office and operational address	16 Narrow Quay Bristol BS1 4QA
Trustees	The trustees who served during the year and up to the date of this report were as follows: N Childs G Eddy N Fairham (Chair) S Hilton C Kwiatkowski S Loyn E Marco Burguete C Mckeivor (Secretary) D Murphy D Waterhouse Resigned 31 December 2025 Resigned 25 October 2025 Resigned 24 May 2024 Resigned 25 July 2024
Chief executive officer	Dr Anna Rutherford
Bankers	Natwest Bank plc 45 / 49 Broadmead Bristol BS1 3EU
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Design West

Report of the trustees

For the year ended 31 March 2025

Reference and administrative information set out on page 1 forms part of this report. The Board of Trustees presents its annual report and financial statements for Design West for the year ended 31 March 2025. The financial statements comply with current statutory requirements, the constitution and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Introduction

Founded in 1996, Design West is a centre of excellence for design & placemaking. This year we continued to work across the South West, strengthening our programmes, whilst partnering with the West of England Combined Authority to green our harbourside home and improve the building's energy performance.

Our public programme of talks, tours and our award-winning education initiative, Shape My City, continued to grow - attracting larger audiences and a more diverse range of participants. The prestigious Stirling Prize lectures drew the biggest regional audience to date, alongside events exploring nature, housing and global city-making, as we sharpened focus on designing places that support people, prosperity and planet. Six O'Clock Sessions turned our café-bar into a civic forum - bringing public, political and professional voices together for robust and respectful debate, modelling disagreement without division, and seeking shared solutions in an increasingly polarised world. The value of this work is reflected in the contribution of our volunteers: 102 people donated time and expertise worth £41k in-kind.

We also expanded our regional design services, supporting better outcomes for communities and the environment. Our programmes now operate across the South West - from Swindon to Cornwall, - with ten local authority partnerships in place for Design Review, supported by 190 expert panellists who contribute their time, considerable skill and judgement to shape a better built environment for everyone.

More people visited our venue than ever before, using our refurbished spaces for their own programmes and strengthening our network of partners and collaborators. We also opened up our officers through The Studio - a co-working Hub for knowledge exchange across the built environment and creative industries.

Towards year end, our CEO and Chair of Trustees, Nick Fairham led a restructure of the charity and trading arm to strengthen governance, delivery and to set a robust business plan for the next phase of our work.

It is a testament to our team, trustees, collaborators, audiences, funders and supporters that the charity once again delivered a strong year – increasing our reach and deepening our impact across the region.

Design West

Report of the trustees

For the year ended 31 March 2025

1) OBJECTIVES & ACTIVITIES

The design of our built and natural environment has a profound impact on our lives, shaping how we live every day.

Our health and wellbeing, our local economy and our climate are all shaped by the design choices we make. Everyone is impacted by the quality of the homes we live in, the design of our commutes and communities, and the schools, hospitals, blue and green spaces, and public realm we share.

When places are designed well, they support healthier, happier lives: people can move around safely, breathe clean air, feel connected to their community, stay active and access nature close to home. When they are designed poorly, they drive ill health, stress and inequality.

The built environment is also a major contributor to global carbon emissions (40%). In the context of a climate emergency, Design West has a key role to play in advocating for sustainable architecture and design.

Our mission is to inspire the public, politicians and professionals across the built environment to design, better, healthier, places to live, work and relax. We learn from our heritage to build our future. Our objects are to advance education and research in, and to foster public appreciation of, architecture and its related disciplines. As a registered charity we put design and social value at our heart.

Design West's programmes inspire, inform and involve people in the design of the world around them. We work across sectors and society to innovate, co-design and challenge. We are international and local, bringing the best people together to shape better places. We are, collaborative, creative, expert, independent, open and visionary.

We seek to achieve our objectives through:

- **Design Services** - Our independent Design Review service supports local authorities and developers to shape better places across the South West. This service brings together the best national expertise to shape the design of developments for public benefit, raising the bar for urban design, architecture, landscape, sustainability, and promoting a culture of good design in the region;
- **Placemaking** - We bring people together to co-design and vision great places. We collaborate with public and private sectors, engaging citizens with opportunities to influence the design of their place;
- **Public Engagement** - Our world class public programmes inspire and involve. From the Stirling Prize lectures to feisty debates, masterclasses and tours, we engage audiences with the built and natural environment;
- **Education** - We develop skills for the future. Our award-winning Shape My City programme accelerates the best diverse talent in partnership with schools, universities, local authorities and the private sector; and
- **Strategy** - From housing to the climate crisis, we address the challenges of today, working with local government to translate ambition into deliverable visions.

Design West

Report of the trustees

For the year ended 31 March 2025

2) ACHIEVEMENTS & PERFORMANCE

During the year our activities reached over 500,000 people.

Public Programme

Audiences began to return to our programmes post-pandemic:

- 61,714 people visited our venue;
- 3,286 people experienced our public programmes; and
- 1,885 at Design West talks & debates, with 959 at our expanded partner programme (58 events).

Digital Audiences

- 49,906 people visited our websites during the year;
- 20,666 people followed Design West on social media;
- 13,034 people subscribed to our newsletters; and
- >500,000 people experienced our work through broadcast, online and social media.

Design & Policy Review

- 194 of the best cross-sector professionals served on our expert panels;
- We conducted 95 Design Reviews of developments right across the South West:
 - o 49 in the West of England (Bristol, Bath & North East Somerset, South Gloucestershire & North Somerset);
 - o 46 in the Wider South West including Bournemouth, Cornwall, Devon, Exeter, Swindon and Wiltshire; and
- We advised on improvements to >28,000 homes; to 11,807 school places; to 484,400 m² commercial space, 6,070 care places, 7,006 student rooms, an energy centre, a fire station, 3 sporting facilities, a museum, a coastal defence, Bristol City Centre and 8 strategic sites.

Education, Young People & Volunteering

- 35 diverse young people from 19 schools across Bristol people joined our Shape My City diverse talent accelerator programme. 70% BAME, 66% female; and
- We worked safely with 102 volunteers in total across our public programmes. The value of their contributions totalling £40,663.

PROGRAMME

Design West is a place where public, politicians and professionals converge. As a world-leading centre for design and creative placemaking, we enable everyone to engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad through our public programme. This year 3,286 people took part in our public programmes and workshops, with 1,885 people booking tickets for our core events programme. Highlights included:

National & International Talks Programme

- How can we build social, economic and environmental capital through the homes we build? In April we invited Simon Bayliss (HTA Design), Alex Marsh (University of Bristol) and Christiana Makariou (Goram Homes) to discuss how well-designed neighbourhoods can meet housing demand while also reducing longer-term pressures and costs for health and social care.

Design West

Report of the trustees

For the year ended 31 March 2025

- In Spring 2024, UK government introduced legislation to protect and enhance our natural world, with a requirement to deliver 10% 'Biodiversity Net Gain' as a condition of new development. In July, we partnered with Landscape Institute and the West of England Combined Authority to discuss the policy as part of 'Nature Rising' a sold out discussion featuring Martin Jones (Landscape Institute SW, BDP), Kirsty Barker (LDA Design), Gil Martin (Belmont Estate) and Sophie Simmons (WECA).
- Autumn brought Brutalism under the spotlight with a sold-out retrospective on architect Ernő Goldfinger (1902-87) in partnership with the 20th Century Society. Architectural Historian Alan Powers shared highlights from his recent book (co-written with the late Elain Harwood), and the event was chaired by Erno's granddaughter Design West's Pippa Goldfinger.
- In October 'Unlocking Housing' addressed the crisis in housing supply with 1.3 million households on waiting lists, and 145,800 children living in temporary accommodation. As the new government pledged 1.5 million new homes, we asked Ben Derbyshire (Chair HTA Design, Past President RIBA, Commissioner Historic England) Samuel Hughes (Research Fellow University of Oxford, Head of Housing Centre for Policy Studies), Cllr Tom Renhard (Bristol City Council) and Louise Lote (Senior Land Manager, Sovereign Network Group) how the UK should - and could – deliver them.

"With Unlocking Housing, Design West pulled off yet another of their characteristically well organised & well attended events. It was a real pleasure to address a packed, enthused audience & to learn from such a diverse line-up of other speakers." **Ben Derbyshire, Chair HTA Design LLP, Commissioner, Historic England, Past President, RIBA**

- In November Design West collaborated with RIBA to programme the Stirling Prize Lectures, bringing architectural excellence to the public. Audiences in Bristol and Exeter heard the incredible story of megaproject The Elizabeth Line - 62 miles of track, 26 miles of new tunnels and 10 new, plus 31 upgraded stations. Lead Architect Neil McClements (**Grimshaw**), Engineer David Hunter (**AtkinsRéalis**) told the story of a decade's work, highlighting the design-led collaboration behind it. Exeter audiences continued to grow, and the Bristol event sold out. Thanks to **RIBA, Avalon Heritage & Planning** and **AtkinsRéalis** for sponsoring the Exeter stakeholder dinner and Bristol networking.
- December saw the launch of a new annual event 'Desert Island Designs'. Inspired by Desert Island Discs, we invited architect and broadcaster **Piers Taylor** to share nine life-shaping buildings in conversation with Elena Marco (former trustee & Pro Vice Chancellor, UWE) introduced by our Chair Nick Fairham.
- RIBA House of the Year took centre stage in January for another full house with Will Burgess of 31/34 architects.

Design West

Report of the trustees

For the year ended 31 March 2025

- Cities accommodate 56% of the world's population, generate 85% of GDP, but are responsible for 70% of CO2 emissions. In February we looked overseas for solutions to the shared challenges facing global cities. CEO Dr Rutherford (Chair One City Culture Board) curated an evening in partnership with One City (BCC), University of Bristol and international firm BDP, as we gathered city leaders for an enlightening glimpse into the future. Featuring Bjorn Bleumink (Studio Lead BDP Rotterdam), Prof. Palie Smart (Pro Vice Chancellor, UoB & One City Chair, Economy & Skills), Pete Gladwell (Director, Public Investment, L&G), Sado Jirde (CEO, Black South West Network).
- We finished the year with an event looking at designing for innovation, and the architecture of digital campuses. Cormac Farrelly (Director, AHMM), Apple Engineer Brian Eckersley (Eckersley O'Callaghan), Nick Sturge MBE (EngineShed Pioneer) and Prof. Daniel Neyland (UoB) took us through the design of Apple Park in Silicon Valley, UoB's new Digital Futures Institute & Cheltenham's proposed cyber-tech campus, Golden Valley.

"The RIBA were delighted to collaborate with Design West to bring the Stirling Prize winners to speak in Exeter and Bristol. The talks and conversation reached an audience not normally well served and the whole event was well received and enjoyed. RIBA look forward to working with Design West in the future to help ensure that people in the South West are engaged and inspired by the very best architects and architecture". **Simon Allford, Past RIBA President**

Participatory Debate - 6'O'Clock Sessions

Our 6'O'Clock Sessions (est. 2023) create a rare civic platform for informed debate, where citizens can gather to discuss the Built Environment we share. Participatory in nature, the programme brings public, politicians and professionals together around topical debates. Different opinions are welcome, heard and respectfully challenged. Guest contributors sit amongst the audience, and microphones are passed democratically around the room.

Built by our CEO in collaboration, the 6'O'Clock sessions are co-ordinated by a small team of volunteers, early career professionals and lecturers. In 2024/25 the programming team were Dr Rutherford, Keiron Stephens (Autor Architects), Josie Stephens (APG Architects), Fidel Miraz (UWE Bristol), Darby Georgeson (Design West) and Charlie Palmer (Oxford Brookes University).

- In May our 6'O'Clock Session 'Breaking Ground' debated construction waste. The industry generates 62% of the UK's waste, with 38% heading for landfill. Panellists from private and public sector shared emerging solutions to a significant, but rarely aired issue.
- In June, politicians, researchers and activists came together for feisty public debate 'Carmageddon' to reimagine city transport featuring Cllr Rob Bryher (BCC), Katie Moss (Bristol Cycling Campaign), John Parkin (Designing for Cycle Traffic), Chris Johnson (Keep Bristol Moving) and Gordan Richardson (Bristol Walking Alliance).
- September's 'Invisible Women' explored the gender design bias embedded in the built environment and what it would take to design differently, with guest voices including Veronica Barbaro (digital planner), Dr Natasha Watson (Buro Happold), Zoe Banks Gross (Sustrans) and Susannah Walker (Make Space for Girls).

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Report of the trustees

For the year ended 31 March 2025

- October, looked at how land ownership has shaped our cities through time. Charlie Palmer (Chair), Abbie Stratford (Head of Regen BCC), Melissa Mean (We Can Make), Angelique Retif (Black South West Network) and Simon Hill (University of Bristol / Bristol Community Land Trust) led the discussions on 'Who Owns Bristol?'
- In December, Design West collaborated with Bristol City Council to host a panel on 'How Public Realm Shapes Experiences of Night'. Featuring Michele Acuto, Pro-Vice Chancellor Global Engagement (UoB) Alex Hearn, Director Economy of Place (BCC) Dr Ellie Cosgrave, Director (Publica, UCL) and Design West panel chair Yuli Cadney Toh.

Partner Programme

A new focus on partnership enabled Design West to extend our charitable impact through the venue, with a 60% increase in partner-led programme aligned to our aims by year end. From inspiring lifelong learners through a 20th Century Architecture course for U3A, to supporting the next generation via RTPi Young Planners CPD on design codes and workshops for visiting students from The Bartlett, our spaces brought together people at every stage of life. We also hosted lively public-facing conversations — including debates on public art — alongside cross-sector discussions on regeneration convened with Stride Treglown and Bristol City Council, creating a platform where practitioners, residents and decision-makers can learn from one another and shape better places together.

Design West remains the only place in the South West for inspiration, information, and debate about the design of our built environment, and the impact of design decisions on environment, economy, equality and health.

DESIGN & POLICY SERVICES

Housing is the most urgent social issue of our time. The new government has committed to building 1.5 million new homes in England over this Parliament, backed by planning reforms and an ambition to accelerate delivery. In the South West, the government's Local Housing Need figure has risen to 39,992 new homes per year across the region - underlining both the scale of demand and the importance of safeguarding design quality, sustainability and long-term value as schemes come forward.

In response to urgent social need, Design West is uniquely placed to help local authorities, public bodies and developers deliver high-quality, sustainable places at pace. We bring expert, interdisciplinary design and placemaking advice that protects quality under delivery pressure, strengthens outcomes for communities, and supports under-resourced authorities to secure long-term value from new development.

"Bristol City Council have found the Design West panel invaluable as an independent, super professional resource. The expert panels are highly effective in helping applicants optimise their plans & bring forward proposals that make the most of Bristol's strengths & add to the city's credentials as a great place to live, work & play" **Simone Wilding, Chief Planner, BCC**

Design West

Report of the trustees

For the year ended 31 March 2025

Building on a long history of bringing people together to shape better places, Design West runs an independent design review service across the South West. We convene 190+ leading professionals spanning design and housing, climate resilience and net zero, engineering, transport and active travel, landscape, heritage, accessibility, inclusive growth and placemaking. Our expert panels provide independent, early-stage guidance on significant development proposals, helping teams resolve issues before they become costly or contentious. The design review process delivers clear, practical improvements for people and planet, while often adding value and de-risking projects.

Our design review and policy support services continued to be in high demand. In 2024/25 we worked across 15 local authorities, running a dedicated service in ten: Bath & North East Somerset, Bristol, Cornwall, Dorset, Exeter, North Somerset, Plymouth, South Gloucestershire, Torbay and Wiltshire. In 2024/25 we conducted 95 Design Reviews, including 49 in the West of England (WEMCA), and 46 in the wider South West including Devon, Exeter, Swindon, Plymouth, Torbay and Dorset.

Design West panels advised on improvements to >28,000 homes; to 11,807 school places; to 484,400 m² commercial space (including office, leisure and retail), 6,070 care places, an energy centre, a fire station, 3 sporting facilities, a museum, a coastal defence, Bristol City Centre and 8 strategic sites.

Our panel chairs for 2024/25 were as follows: Bristol: Cora Kwiatkowski (BSc AA Dipl.-Ing. Arch RIBA), Jane Fowles (BA(Hons) DipLA (Hons) MA UD CMLI), and Rob Gregory (MArch BA (Hons) RIBA ARB); Bath & North East Somerset: Colin Cobb (BA(Hons) Dip Arch ARB); South Gloucestershire: Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA); North Somerset: Juliet Bidgood (MA Dip Arch RIBA); Exeter: Richard Rose Casemore (BA (Arch) Dip Arch (Dist) FRSA RIBA) and Yuli Cadney-Toh (BA (Arch) Hon Dip Arch RIBA); Dorset: Warren Lever (BSc Hons PG Dip UD MRICS IHBC); Cornwall: Estelle Doughty and Frazer Osment (MPhil UD BA (Hons) LA CMLI); Torbay, Jackie Gillespie (BA Dip Arch RIBA); Wiltshire: Patrick Devlin (MSc AAS, Dip Arch, RIBA, ARB) and Stephen Bee (BA (Hons) MRes AoU MRTPI). We continue to refresh and diversify our panellists to bring new critical skills and experience, and to improve gender balance and diversity.

The quality and impact of our design review service is made possible by the expertise, care and commitment of our chairs and panellists. We record our sincere appreciation to our chairs and all our expert panellists for their ongoing contribution to Design West's charitable purpose and the consistent quality of their advice. We also acknowledge Pippa Goldfinger and Julie Tanner for their leadership and support alongside our CEO in overseeing delivery of the service.

"The Design West Review Service is exceptional. It's a professional, astute and friendly operation, with a diverse and talented pool of individuals who are carefully selected for each Panel. The Panels make such a huge difference to the quality of schemes coming forward for development." **Louise Morris, Head of Planning & Building Control, Bath & North East Somerset Council**

Design Review Highlights

Key schemes reviewed during the new Bath Road Development (>500 homes) in Bristol, major harbourside developments in Plymouth, town centre housing in Weston super-Mare, council-led housing in Cheltenham, the redevelopment of the Bath Press Site, a new leisure centre (Trowbridge) in Wiltshire and significant affordable housing in Cornwall.

Design West

Report of the trustees

For the year ended 31 March 2025

Notably the service has particularly supported developers to change their designs with practical interventions to create better, healthier places to live and work, through:

- Design & viability advice for creating economically sustainable places;
- Prioritizing active travel;
- Improving biodiversity & landscape;
- Improving the character & build quality of developments;
- Guidance on designing for health, well-being & the creation of new communities (e.g. student accommodation & residential-led developments);
- Supporting zero carbon strategies & sustainable transport; and
- Accessible & inclusive design.

“Exeter City Council have found the Exeter Design Quality Group formed with Design West has helped drive up design standards in the city. The panellists convened by Design West combine local knowledge with national and international expertise. Working in collaboration with Exeter City Council, Design Reviews are pushing developers to deliver schemes that help the council deliver on its commitment to a Liveable Exeter.”

Ian Collinson, Head of Regeneration & Housing, Exeter City Council

“Can you share my appreciation to the panel for their time & constructive advice. I have attended a few of these over the years & I have to say the conduct & approach taken by the panel was by far the best. I would encourage anyone to come & share their ideas with you.”

Emma Geater, Associate Director, Crest Nicholson

PLACEMAKING & NATIONAL LEADERSHIP

In 2024/25 we began discussions with MHCLG, WEMCA & ATLAS around the need to support dissemination of best practice & knowledge exchange between LPAs and the sector nationally.

At the end of the year, Design West CEO Dr Anna Rutherford, took up the chair role for the Design Network nationally. The Design Network supports local authorities, public bodies, politicians and developers to deliver great places for people prosperity and planet. Place-based and not-for-profit, the network is also the national delivery body for design review.

“I wanted to thank Design West for a successful day in Bristol. We saw interesting high density brownfield developments & heard rare insights from the developers on their experiences and challenges. The presentation from the Bristol City Council Regen team was excellent & the conversations throughout the day were rich, extremely relevant & transferrable. The itinerary was great & really well thought through.” **Ian Collinson, Head of Regeneration & Housing, Exeter City Council**

“Design West has built relationships across the sector enabling them to form panels which act as a ‘critical friend’ to local authorities ensuring emerging plans & strategies meet the ambitions and needs of the communities they serve.” **Sophie Camburn, Director, Arup**

Design West

Report of the trustees

For the year ended 31 March 2025

EDUCATION PROGRAMME

Design West is a national leader in place-based education. We inspire young people of all ages to understand, shape and take pride in the built environment — and we open up clear pathways into careers across the sector. By intervening early and creating meaningful opportunities, we help remove barriers that would otherwise exclude many young people.

We believe the places of the future will only be as good as the people designing them — and that requires a workforce that better reflects the communities it serves.

This work is urgently needed. Today, just 1% of British architects are Black (ARB); women make up only 16.9% of the UK engineering and technology workforce; and just 5% of construction directors and senior managers are from Black, Asian and minority ethnic backgrounds. In the private planning sector, women make up 40% of the workforce, but only hold 17% of director-level roles (Women in Planning/RTPI).

Shape My City (15 – 18 yrs)

Shape My City provides high-quality careers development for young people aged 15–18, with a focus on girls and young people from ethnic minority backgrounds and lower socio-economic backgrounds. Through mentoring, sector insight and real-world experiences, the programme broadens horizons, builds confidence and skills, and opens up pathways that might otherwise be out of reach - supporting a more diverse and representative built environment workforce.

*“Design West’s innovative Shape My City Programme is an essential initiative that empowers young people from diverse backgrounds to enter the built environment sector. Inspired by Stephen Lawrence, the programme is designed to tackle the lack of sector diversity, to identify & nurture young talent, so that in future our city is shaped by professionals who better represent the communities they serve. Built in partnership with Bristol’s schools, communities, world-class universities & companies, the programme builds confidence, skills & networks for young Bristolians. Designed for maximum impact, the programme also gives young people a voice in live development happening across our city today & delivers two-way change in the companies that engage. **Marvin Rees, Former Mayor of Bristol***

In summer 2024, the 2023/24 cohort graduated and, for the first time, we combined a university open evening with our end-of-year awards. The programme delivered strong outcomes, with graduates reporting increased confidence, greater recognition of their own skills, a stronger sense of agency, clearer understanding of how to reach their goals, and an improved ability to communicate with authority.

Some of the participants’ voices are captured below:

“Being part of Shape My City makes me believe I can get into an architecture course at uni & pursue a career.”

“It was great to meet other people my age interested in architecture, & to learn about related professions.”

“The best thing about Shape My City was learning that design isn’t just buildings”

“I can present more confidently & am more confident in a career in engineering”

Design West

Report of the trustees

For the year ended 31 March 2025

In autumn 2024 we welcomed a new cohort to Shape My City, expanding our outreach through school assemblies to increase both the number and diversity of applicants. In total, 79 young people applied and 35 students were selected from 21 schools. Of those accepted, 66% identify as from minoritised ethnic backgrounds, 66% are female, and 3% identify as non-binary. During the year, Shankari Raj returned from maternity leave and the programme leadership transitioned from Rosy Jones — an experienced architect and educator on secondment from AHMM. We are grateful to Rosy for her invaluable support and contribution to the programme.

“Shape My City lifts the lid on a number of key disciplines that help shape the places we live, work and play. Seeing the various cohorts engage with, question, and understand these complex topics helps to show that they have a role to play in the future of our cities.” **Jason Ramlugon, Senior Architect, AHMM**

Shape My City holds a **special commendation** from the **Thornton Education Trust Awards** (Dec 2022) with course leader Shankari Raj named **Individual of the Year** (Dec 2023) for her work on the programme.

We thank the organisations who signed up to take part in the academic year, namely AHMM, Arup, AWW, Buro Happold, Churchman Thornhill Finch, Dandara Living, FCB Studios, LDA Design, Purcell, Stantec and Vattenfall. We extend our thanks to all the volunteer professional inspirers, young people and university students who give their energy, enthusiasm and skills to the transformative programme.

“The Shape My City programme is truly a guiding light in inspiring and empowering future generations, especially in providing invaluable opportunities to talented young individuals who might otherwise lack access, notably those from underrepresented socio-economic groups.” **Victoria Thornton OBE, Thornton Education Trust**

3) FINANCIAL REVIEW

Following a record year, 2024/25 was a year of consolidation for the charity, as we piloted new roles and strengthened our structure to support future growth. We ended the year in a sound financial position, with almost £1m of income and a modest surplus, despite continued investment in the building. This performance reflects the resilience of the organisation in a challenging economic climate for charities.

Following successive years of growth, Design Services income fell by 8% to £511k, reflecting a slowdown in the development sector, and LPA staff turnover impacting continuity. Despite this, partners continue to report strong value from our support in driving up design quality across social, economic and environmental outcomes, and we saw a move to the delivery of more strategic reviews. Expenditure remained well controlled. Looking ahead we will strengthen strategic leadership capacity around consultancy and restructure to support more upstream placemaking and capacity-building work, alongside Design Review. Our Placemaking services bring politicians, professionals and communities together to co-design and vision better places and are secured primarily through competitive tenders, with some direct commissions linked to existing service level agreements.

Design West

Report of the trustees

For the year ended 31 March 2025

Public programmes performed well in context of the cost-of-living crisis, with audiences continuing to return to live events. Box Office income for talks and debates has now returned to pre-pandemic levels, at £15.3k, with a further £16.2k raised from sponsorship and small grants (including Bristol City Council). We continued to successfully fund the Shape My City education programme, in partnership with leading top Built Environment firms, supplemented by project funding from the Royal Academy of Engineering. Overall sponsorship was our strongest to date at £39k.

Design West remains a lean and efficient charity. We deliver our public programme with a small staffing budget, made possible by a team working across multiple strands. Public programmes will always require some subsidy; in recent years, amid reduced public funding, we have prioritised growing earned income through services rather than investing heavily in risk-heavy bid writing. Surpluses from services help subsidise our programmes, and we are building a Designated Fund to leverage match funding to expand delivery from 2026. We will continue to maintain a balanced income mix and invest staff capacity where it delivers the greatest return and impact.

Core income (reported in the accounts as 'Raising Funds') from venue hire, rent and memberships stabilised at £111k. We trialled additional capacity to grow memberships and desk hire, but this did not deliver the impact hoped for, and we have reconfigured the approach for 2025/26, bringing hires into a new role linked to developing the venue programme to increase both revenue and impact.

Expenditure was well controlled. We mitigated rising costs by renegotiating improved contracts with key suppliers for electricity, insurance, IT and waste, alongside regular cost reviews and careful procurement to secure value for money across our work. The building project also completed within the planned £32k budget.

The trading arm (est. September 2022) operates the café-bar, and supports venue hires and public programme. 2024/25 marked a step forward: in its second full year of independent trading the business broke even for the first time and began loan repayments. Tighter management improved gross margins, and reduced waste. Moving forwards to further increase efficiency, we will reduce labour costs by bringing the hires function back into the parent charity; trustees will monitor this arrangement and associated risk.

Trustees also recognise that the trading arm delivers benefits not fully captured in the financials. The café-bar helps generate significant footfall, provides a welcoming base for our talks, debates, learning sessions, exhibitions and book events, and acts as a hub for professional and public exchange. The trading team also supports charitable delivery through logistics for design review sessions, space hires, and catering for partner programmes. Governance will keep this operating model under review.

Salary costs finished the year £36k below budget, reflecting strong cost control, while rising to £468k (including £177k in the Trading Arm) from £420k last year due to planned team growth and inflation. As many charities continue to experience recruitment and retention pressures in the post-pandemic, cost-of-living context, the Board approved a 3% pay award for all staff in 2024/25 to help maintain fair, competitive salaries. We also strengthened our employment offer by investing in health insurance and continuing our performance-related bonus scheme, supporting staff wellbeing and recognising the talent and commitment that underpins our work.

Overall Design West is pleased to report a consolidated in-year surplus of £9,850, enabling the trustees to invest in designated funds for the future, alongside building charity reserves commensurate with our size. Total charity funds are £1,548,608, and total group funds are £1,264,762.

Design West

Report of the trustees

For the year ended 31 March 2025

Restricted reserves are £29,057 - this includes £6,913 left in the three-year Creating Excellence Fund for regional work, £20,000 held for a commission in Temple Quarter and small amounts for Placemaking commissions.

Unrestricted funds total £1,235,705, which includes designated funds including the leasehold property (£635,944), designated cash funds of £225,000 and a general fund of £374,761. The general fund contains our unrestricted net current assets of approximately £314,656 (up £26k from £288k in the previous year) and tangible fixed assets of £60,105.

The trustees have designated funds where future spend is anticipated. This includes £60k for Building Renovation as the roof, rear render and lift are reaching the end of their lifespan. £10k has been set aside for Education to safeguard Shape My City should sponsorship dip (economic downturn) and £80k for organisational development to strengthen senior capacity as the charity enters its next phase of growth. Trustees have also set aside £75k to enable us to develop in-venue programme and a Festival of Design, and to leverage further match funding over the next three years.

The trustees are pleased to report a responsible reserves position leading into 2025/26, and a strong mix of income streams now supporting our activities. With clear leadership and the support of new and existing clients for our impactful work, we are confident in our sustainable future.

"Massive congratulations on a great day. I was most privileged to be part of it & enjoyed it all hugely. Your work is a total triumph, and the ability to continue the conversation in The Architect Bar after events is truly inspired. I go around the country all the time & I have to say, hand on heart, I do not think any place in the UK has a better platform for growth than you." **Jackie Sadek, Urban Strategy**

Risk Management

The Board of Trustees has reviewed the principal risks facing Design West and agreed mitigation plans to reduce our exposure. Risks are monitored through a live risk register, reviewed quarterly, with any significant changes escalated between meetings. The staff team regularly discusses risk and contributes updates to the register.

Key risks include financial pressures on local government, and the impact of recession on the built environment sector and demand for Design Review. We mitigate this by maintaining a high-quality, good-value service; strengthening relationships and networks; and increasing our national engagement through the Design Network. Our geographically broad client base, diversified income streams and healthy reserves also help us manage short- to medium-term volatility.

The trading arm remains a focus given tight hospitality margins. The business has an agreed repayment plan and began loan repayments in 2024/25, with associated risks overseen by the CIO trustees through the risk register.

Fraud and digital risks continue to rise. During 2024/25 we strengthened processes and staff training, and while scam attempts were received, all were identified and averted. The charity maintains appropriate insurance, reviewed by trustees, and appointed an HR provider during the year to strengthen employment risk management.

Design West

Report of the trustees

For the year ended 31 March 2025

As the charity grows, trustees recognise the importance of operational resilience. We have invested in staff benefits, training and team development to retain talent, and plan to recruit additional senior capacity to support the next phase of growth, underpinned by a designated fund for organisational development.

Design West also maintains strong financial controls. Budgets and cashflow are monitored throughout the year to identify and address risk early, and overheads are reviewed annually to ensure value for money. We continually seek to maximise income and improve efficiency, without compromising public benefit or the quality of our offer.

Reserves Policy

Design West's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the Trustees agree that in order to weather variations in cash flow our free reserves should reach six months expenditure (£330,000) as a general reserve. In addition to this, the board have assigned designated reserves funds. At the end of March 2025 the board are pleased to report significant progress against our business plan. Unrestricted free cash reserves increased by £26k to £314,656 in the general unrestricted reserve fund (£375k), and £225,000 in the designated funds described above. The trustees will continue to balance holding strong reserves for the organisation, with the ongoing business risks, including inflation, talent retention, recession, and the cost-of-living crisis.

The trustees believe that the current business plans make the business a going concern and are confident of a mixed income stream over the next 3 years. The organisation has a 125-year lease asset that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review and Placemaking Services.

4) STRUCTURE, GOVERNANCE & MANAGEMENT

Constitution & Organizational Structure

Design West is a charitable incorporated organisation (CIO). Our constitution is the charity's primary governing document.

The charity is led by a Board of Trustees who are non-executive, unpaid, and meet quarterly. Over the past five years, CEO Dr Anna Rutherford has worked effectively with the Chair and Board to deliver sustainable strategic change, strengthening our structure, finances, impact model, and organisational policies and processes.

In 2022/23 the organisation converted from a charity regulated by Companies House to a CIO regulated by the Charity Commission, and changed its legal name from Bristol Centre for the Advancement of Architecture to Design West.

In September 2022 the charity set up an operational trading arm to operate the café bar, manage venue hires, and support public programme delivery. Design West Trading is registered with Companies House and overseen by a board of Directors that includes hospitality expertise, a trustee from the parent charity and the charity's CEO. Under a Deed of Gift, all profits are transferred to the parent charity. Day-to-day operations are led by Bar & Venue Manager Malcolm Howard.

Design West

Report of the trustees

For the year ended 31 March 2025

Our Chair of Trustees, Nick Fairham (Chief Executive of BDP), brings significant sector and business leadership and is well placed to guide the Board as we enter our next phase of growth.

Future Development

Building on the successful changes to the charity's structure and name, over the next 18 months the Trustees will work with the Chair and staff team to refine our business plan and structure the organisation for growth. The Board intends to refresh its membership in line with the evolving plan and update the charity's objects (drafted in 1984) to better reflect current needs.

Board of Trustees

The Board meets quarterly and holds overall responsibility for:

- Ensuring the charity's aim and objectives are achieved;
- Providing strategic oversight and support to the CEO and staff team;
- Approving the annual budget and ensuring strong financial governance;
- Reviewing and maintaining key policies (including safeguarding, equality and diversity, finance, health and safety, and volunteers); and
- Building landlord matters.

The CEO and the Chair of Trustees meet monthly, to review progress, and drive strategic development. Trustee working groups are convened as required.

The trustees regularly review the Board's composition to ensure it has the skills, experience and diversity necessary for effective governance and the charity's long-term sustainability. Trustee roles are advertised through relevant networks, with prospective trustees completing an interview and induction process.

Senior Team

Trustees delegate day-to-day management to the CEO, supported by the Senior Leadership Team. The Senior Leadership Team also implement and maintain the charity's policies and procedures. During the year, the Senior Leadership Team comprised:

Dr Anna Rutherford (CEO)
Pippa Goldfinger (Head of Design)
Julie Tanner (Head of Design & Planning Services)

All staff roles are assessed and paid in relation to responsibility, skills and capabilities required. Roles are regularly benchmarked.

Trading Arm

The Board of the Trading Arm meet quarterly and have responsibility for:

- Approving the business plan and annual budget, and ensuring strong financial governance & resilience; and
- Providing strategic support to the Bar Manager and staff team.

Networks & Memberships

Design West is a key member of the Design Network. The Director is a member of several leadership groups in Bristol. The charity is also a member of the National Council for Voluntary Organisations.

Design West

Report of the trustees

For the year ended 31 March 2025

Public Benefit

Design West has complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the charity commission.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales 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 the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which 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 constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 28 January 2026 and signed on their behalf by



Nicholas Fairham, Chair

Independent examiner's report

To the trustees of

Design West

I report to the charity trustees on my examination of the consolidated accounts of the Group comprising Design West ('the Charity') and its subsidiary undertakings for the year ended 31 March 2025, which are set out on pages 19 to 38.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Charities Act 2011 ('the 2011 Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

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

Godfrey Wilson Limited also provides bookkeeping services to the Group. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2024, which I have applied with respect to this engagement.

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

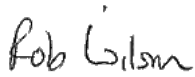
- (1) accounting records were not kept in respect of the Company and the Group as required by section 130 of the 2011 Act and, with respect to the subsidiaries, as required by section 386 of the Companies Act 2006; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Independent examiner's report

To the trustees of

Design West

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.



Date: 28 January 2026

Robert Wilson FCA

Member of the ICAEW

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Design West

Consolidated statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	2025 Total £	2024 Total £
Income from:					
Donations and legacies	3	-	1,313	1,313	2,633
<i>Charitable activities</i>	4				
Design services		-	510,653	510,653	556,049
Placemaking		-	-	-	32,501
Public programme		18,404	67,675	86,079	80,315
Other trading activities	5	-	355,704	355,704	386,543
Investments		-	44,069	44,069	48,661
Total income		<u>18,404</u>	<u>979,414</u>	<u>997,818</u>	<u>1,106,702</u>
Expenditure on:					
Raising funds		-	486,357	486,357	474,583
<i>Charitable activities</i>					
Design services		-	414,841	414,841	435,699
Placemaking		2,543	2,740	5,283	31,915
Public programme		16,616	64,871	81,487	96,999
Total expenditure	7	<u>19,159</u>	<u>968,809</u>	<u>987,968</u>	<u>1,039,196</u>
Net income / (expenditure) and net movement in funds		(755)	10,605	9,850	67,506
Reconciliation of funds:					
Total funds brought forward		<u>29,812</u>	<u>1,225,100</u>	<u>1,254,912</u>	<u>1,187,406</u>
Total funds carried forward		<u><u>29,057</u></u>	<u><u>1,235,705</u></u>	<u><u>1,264,762</u></u>	<u><u>1,254,912</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 20 to the accounts.

Design West

Consolidated and parent balance sheets

As at 31 March 2025

	Note	The group 2025 £	The group 2024 £	The charity 2025 £	The charity 2024 £
Fixed assets					
Tangible assets	11	146,049	166,719	103,078	122,685
Investments	12	550,000	550,000	825,001	825,001
		696,049	716,719	928,079	947,686
Current assets					
Stocks	15	5,081	7,585	-	-
Debtors	16	99,249	127,250	143,790	174,018
Cash at bank and in hand		635,680	626,292	624,902	622,413
		740,010	761,127	768,692	796,431
Liabilities					
Creditors: amounts falling due within 1 year	17	(171,297)	(222,934)	(148,163)	(207,703)
Net current assets		568,713	538,193	620,529	588,728
Net assets	19	1,264,762	1,254,912	1,548,608	1,536,414
Funds					
Restricted funds	20	29,057	29,812	29,057	29,812
Unrestricted funds					
Designated funds		860,944	858,069	1,092,972	1,089,033
General funds		374,761	367,031	426,579	417,569
Total charity funds		1,264,762	1,254,912	1,548,608	1,536,414

Approved by the trustees on 28 January 2026 and signed on their behalf by



Nicholas Fairham, Chair

Design West

Consolidated statement of cash flows

For the year ended 31 March 2025

	2025 £	2024 £
Cash used in operating activities:		
Net movement in funds	9,850	67,506
Adjustments for:		
Depreciation charges	32,755	42,892
Dividends, interest and rents from investments	(44,069)	(48,661)
(Increase) / decrease in stock	2,504	(214)
(Increase) / decrease in debtors	28,001	(8,413)
Increase / (decrease) in creditors	<u>(51,637)</u>	<u>15,312</u>
Net cash provided by / (used in) operating activities	<u>(22,596)</u>	<u>68,422</u>
Cash flows from investing activities:		
Dividends, interest and rents from investments	44,069	48,661
Purchase of tangible fixed assets	<u>(12,085)</u>	<u>(8,400)</u>
Net cash provided by investing activities	<u>31,984</u>	<u>40,261</u>
Increase in cash and cash equivalents in the year	9,388	108,683
Cash and cash equivalents at the beginning of the year	<u>626,292</u>	<u>517,609</u>
Cash and cash equivalents at the end of the year	<u><u>635,680</u></u>	<u><u>626,292</u></u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Design West

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies

a) General information and basis of preparation

Design West is a charitable incorporated organisation registered in England and Wales. The registered office address is Architecture Centre, 16 Narrow Quay, Bristol, BS1 4QA.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Design West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two entities are disclosed in the notes of the charity's balance sheet. A separate Statement of Financial Activities for the charity is not presented as the charity has taken advantage of the provisions of section 24 of the SORP.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of design services is deferred until criteria for income recognition are met.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Design West

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	2025	2024
Raising funds	54%	52%
<i>Charitable activities</i>		
Design services	37%	33%
Placemaking	1%	3%
Public programme	8%	12%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Leasehold property	125 years
Office equipment	3 years
<i>Fixtures and fittings</i>	
Bespoke fixtures	5 years
Other fixtures and fittings	3 years
Leasehold improvements	10 years

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Investment in subsidiaries

The charity has one wholly owned subsidiary, Design West Trading Ltd, (registered company number 14049103). The subsidiary is used for non-primary purpose trading activities. The subsidiary undertaking is valued at cost less any cumulative impairment losses in the charity's accounts.

Design West

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

k) Investment property

Investment property is property (land or a building, or both) held to earn rentals.

Investment property is initially measured at cost, including transaction costs. Investment property is subsequently measured at fair value at the reporting date. This method of valuation applies to all the charity's investment properties.

Gains or losses arising from changes in the fair value of investment property are included in net profit or loss on the face of the Statement of Financial Activities for the period in which they arise.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

Design West

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

r) Accounting estimates and key judgements (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are: depreciation (see accounting policy 1i), the split of the property between tangible fixed assets and investments (see note 12) and the valuation of investment property see (accounting policy 1k).

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2024 Total £
Income from:			
Donations and legacies	-	2,633	2,633
<i>Charitable activities</i>			
Design services	-	556,049	556,049
Placemaking	1,806	30,695	32,501
Public programme	9,920	70,395	80,315
Other trading activities	-	386,543	386,543
Investments	-	48,661	48,661
Total income	11,726	1,094,976	1,106,702
Expenditure on:			
Raising funds	-	474,583	474,583
<i>Charitable activities</i>			
Design services	-	435,699	435,699
Placemaking	12,620	19,295	31,915
Public programme	11,708	85,291	96,999
Total expenditure	24,328	1,014,868	1,039,196
Net income / (expenditure) and net movement in funds	(12,602)	80,108	67,506

Design West

Notes to the financial statements

For the year ended 31 March 2025

3. Income from donations and legacies

	Restricted £	Unrestricted £	2025 Total £
Donations	-	1,313	1,313
Total income from donations and legacies	-	1,313	1,313

Prior period comparative:	Restricted £	Unrestricted £	2024 Total £
Donations	-	2,633	2,633
Total income from donations and legacies	-	2,633	2,633

4. Income from charitable activities

	Restricted £	Unrestricted £	2025 Total £
<i>Design services</i>			
Service provision	-	510,653	510,653
<i>Public programme</i>			
Grants	18,404	-	18,404
Sponsorship	-	38,678	38,678
Memberships	-	13,732	13,732
Events	-	15,265	15,265
	18,404	67,675	86,079
Total income from charitable activities	18,404	578,328	596,732

Design West

Notes to the financial statements

For the year ended 31 March 2025

4. Income from charitable activities (continued)

Prior period comparative:

	Restricted £	Unrestricted £	2024 Total £
<i>Design services</i>			
Service provision	-	556,049	556,049
<i>Placemaking</i>			
Grants	1,806	-	1,806
Service provision	-	30,695	30,695
	<u>1,806</u>	<u>30,695</u>	<u>32,501</u>
<i>Public programme</i>			
Grants	9,920	-	9,920
Service provision	-	400	400
Sponsorship	-	34,512	34,512
Memberships	-	18,824	18,824
Events	-	16,659	16,659
	<u>9,920</u>	<u>70,395</u>	<u>80,315</u>
Total income from charitable activities	<u><u>11,726</u></u>	<u><u>657,139</u></u>	<u><u>668,865</u></u>

5. Income from other trading activities

	2025 £	2024 £
Café/bar sales	313,939	330,435
Space hire	26,457	35,383
Service provision	15,308	20,725
Total income from other trading activities	<u><u>355,704</u></u>	<u><u>386,543</u></u>

All income from other trading activities in the current and prior year was unrestricted.

6. Government grants

The charity receives government grants, defined as funding from Bristol City Council to fund charitable activities. The total value of such grants in the period ending 31 March 2025 was £11,790 (2024: £1,806). There are no unfulfilled conditions or contingencies attaching to these grants in 2024/25.

Design West

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure

	Raising funds £	Design services £	Placemaking £	Public programme £	Support and governance costs £	2025 Total £
Staff costs (note 9)	220,300	149,484	3,284	34,310	60,288	467,666
Recruitment and training	-	-	-	85	12,010	12,095
Cost of goods sold	125,408	-	-	-	-	125,408
Production	1,658	187,573	-	14,749	6,870	210,850
Consumables	9,708	-	-	-	-	9,708
Marketing and communications	1,736	3,146	360	15,218	8,936	29,396
Building costs	9,812	-	-	-	42,877	52,689
Office and admin	1,383	-	-	-	21,399	22,782
Finance and legal	6,398	-	-	-	13,816	20,214
Organisational development	-	29	-	-	4,376	4,405
Depreciation	-	-	-	-	32,755	32,755
Sub-total	376,403	340,232	3,644	64,362	203,327	987,968
Allocation of support and governance costs	109,954	74,609	1,639	17,125	(203,327)	-
Total expenditure	486,357	414,841	5,283	81,487	-	987,968

Total governance costs were £10,989 (2024: £14,189)

Design West

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure (continued) Prior period comparative

	Raising funds £	Design services £	Placemaking £	Public programme £	Support and governance costs £	2024 Total £
Staff costs (note 9)	192,645	121,590	10,031	43,368	52,162	419,796
Recruitment and training	-	-	-	215	5,138	5,353
Cost of goods sold	148,500	-	-	-	-	148,500
Production	2,010	250,634	16,312	15,426	1,351	285,733
Consumables	10,298	-	-	-	-	10,298
Marketing and communications	2,562	862	420	15,719	10,486	30,049
Building costs	4,131	-	-	-	32,153	36,284
Office and admin	1,931	-	-	-	22,598	24,529
Finance and legal	13,574	-	-	-	18,264	31,838
Organisational development	-	171	-	-	3,753	3,924
Depreciation	-	-	-	-	42,892	42,892
Sub-total	375,651	373,257	26,763	74,728	188,797	1,039,196
Allocation of support and governance costs	98,932	62,442	5,152	22,271	(188,797)	-
Total expenditure	474,583	435,699	31,915	96,999	-	1,039,196

Design West

Notes to the financial statements

For the year ended 31 March 2025

8. Net movement in funds

This is stated after charging:

	2025	2024
	£	£
Depreciation	32,755	42,892
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	225
Auditors' / Independent examiner's remuneration (excluding VAT):		
▪ Statutory audit	-	11,350
▪ Independent examination	4,920	-
▪ Other services	2,214	1,912
	<u>2,214</u>	<u>1,912</u>

In common with other charities of our size and nature we use our independent examiners to assist with the preparation of the financial statements and to prepare and submit returns to the tax authorities. Our independent examiners also provided occasional bookkeeping support to the charity during the year.

9. Staff costs and numbers

Staff costs were as follows:

	2025	2024
	£	£
Salaries and wages	428,157	391,266
Social security costs	31,347	20,118
Pension costs	8,162	8,412
	<u>467,666</u>	<u>419,796</u>
Freelance staff	94,672	135,247
	<u>562,338</u>	<u>555,043</u>

No employee earned more than £60,000 during the current or prior year.

The key management personnel of the group comprise the Trustees, CEO, Head of Design, Venue Operations Manager and Communications Manager. The total employee benefits of the key management personnel were £167,689 (2024: £134,382).

	2025	2024
	No.	No.
Average number of employees (full-time equivalent)	<u>19</u>	<u>21</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes. The subsidiary company distributes any profits to the charity and therefore no corporation tax is payable.

Design West

Notes to the financial statements

For the year ended 31 March 2025

11. Tangible fixed assets					
Group	Leasehold property £	Office equipment £	Fixtures and fittings £	Leasehold improvements £	Total £
Cost					
At 1 April 2024	265,566	28,495	113,002	46,039	453,102
Additions in year	-	2,165	6,869	3,051	12,085
Disposals	-	(2,210)	(1,204)	-	(3,414)
At 31 March 2025	<u>265,566</u>	<u>28,450</u>	<u>118,667</u>	<u>49,090</u>	461,773
Depreciation					
At 1 April 2024	177,497	19,574	78,247	11,065	286,383
Charge for the year	2,125	5,510	20,389	4,731	32,755
Disposals	-	(2,210)	(1,204)	-	(3,414)
At 31 March 2025	<u>179,622</u>	<u>22,874</u>	<u>97,432</u>	<u>15,796</u>	315,724
Net book value					
At 31 March 2025	<u>85,944</u>	<u>5,576</u>	<u>21,235</u>	<u>33,294</u>	<u>146,049</u>
At 31 March 2024	<u>88,069</u>	<u>8,921</u>	<u>34,755</u>	<u>34,974</u>	<u>166,719</u>
Charity					
	Leasehold property £	Office equipment £	Fixtures and fittings £	Leasehold improvements £	Total £
Cost					
At 1 April 2024	132,783	28,495	113,002	46,039	320,319
Additions in year	-	2,165	6,869	3,051	12,085
Disposals	-	(2,210)	(1,204)	-	(3,414)
At 31 March 2025	<u>132,783</u>	<u>28,450</u>	<u>118,667</u>	<u>49,090</u>	328,990
Depreciation					
At 1 April 2024	88,748	19,574	78,247	11,065	197,634
Charge for the year	1,062	5,510	20,389	4,731	31,692
Disposals	-	(2,210)	(1,204)	-	(3,414)
At 31 March 2025	<u>89,810</u>	<u>22,874</u>	<u>97,432</u>	<u>15,796</u>	225,912
Net book value					
At 31 March 2025	<u>42,973</u>	<u>5,576</u>	<u>21,235</u>	<u>33,294</u>	<u>103,078</u>
At 31 March 2024	<u>44,035</u>	<u>8,921</u>	<u>34,755</u>	<u>34,974</u>	<u>122,685</u>

Design West

Notes to the financial statements

For the year ended 31 March 2025

12. Investments

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Investment property	550,000	550,000	825,000	825,000
Design West Trading Limited	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>
At 31 March	<u>550,000</u>	<u>550,000</u>	<u>825,001</u>	<u>825,001</u>

Investment property:	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Market value at the start of the year	550,000	550,000	825,000	825,000
Revaluation gains / (losses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Market value at 31 March	<u>550,000</u>	<u>550,000</u>	<u>825,000</u>	<u>825,000</u>

Investments in subsidiaries

The investment represents 100% of the ordinary share capital of Design West Trading Limited (company number 14049103), whose principal activity is to carry out trading activities in support of the charity. A summary of the financial results and position of trading subsidiary is given in note 13.

Investment property

16 Narrow Quay, Bristol was transferred to the charity on 24 June 1997. The property was held as a tangible fixed asset and depreciated over the 125 year leasehold term. At this time, the building was used fully by Design West for operational use. In the year ended 31 March 2017 the building became a mixed use investment property. 50% of the building is recognised as investment property and held at fair value, with the remaining 50% held as a tangible fixed asset and depreciated over the 125 year leasehold term. On consolidation, the portion of the building occupied by Design West Trading Limited is reclassified as a tangible fixed asset, resulting in 25% of the building being recognised as investment property, and the remaining 75% held as a tangible fixed asset.

An external valuation of the residential properties was carried out by Alder King LLP, chartered surveyors, in November 2023 and a fair value of £1,100,000 was reported. Unless advised to the contrary, the valuers assume that no work would be required to any building by a prospective owner or occupier to comply with regulatory requirements. Prior year valuations have been provided by the trustees.

The trustees are satisfied that the valuation provided by Alder King Property Consultants was carried out by experts with sufficient relevant qualifications, and recent experience in the location and class of the property being valued, and that this continues to be an appropriate valuation as at the year end date.

Design West

Notes to the financial statements

For the year ended 31 March 2025

13. Subsidiary undertakings

Design West Trading Limited

The charity owns the whole of the issued share capital (1 ordinary £1 share) of Design West Trading Limited, a company newly registered in England and Wales on 14 April 2022. The subsidiary is used for non-primary purpose trading activities. All activities have been consolidated on a line by line basis in the statement of financial activities. Available profits are donated to the charity. A summary of the results of the subsidiary is shown below:

	2025 £	2024 £
Turnover	373,357	368,546
Cost of sales	<u>(136,774)</u>	<u>(160,808)</u>
Gross profit	236,583	207,738
Administrative expenses	<u>(237,869)</u>	<u>(228,551)</u>
Loss on ordinary activities	(1,286)	(20,813)
Corporation tax	<u>-</u>	<u>-</u>
Profit for financial year	<u><u>(1,286)</u></u>	<u><u>(20,813)</u></u>
The aggregate of the assets, liabilities and funds was:		
	2025 £	2024 £
Assets	16,598	13,462
Liabilities	<u>(68,416)</u>	<u>(63,994)</u>
Funds	<u><u>(51,818)</u></u>	<u><u>(50,532)</u></u>

Design West

Notes to the financial statements

For the year ended 31 March 2025

14. Parent charity

The parent charity's gross income and the results for the year are disclosed as follows:

	2025 £	2024 £
Gross income	701,653	791,306
Results for the year	<u>12,199</u>	<u>89,379</u>

15. Stock

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Café and bar stock	<u>5,081</u>	<u>7,585</u>	<u>-</u>	<u>-</u>

16. Debtors

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Trade debtors	93,379	122,737	92,638	120,743
Prepayments and accrued income	5,870	4,513	5,870	4,513
Amounts due from group undertakings	-	-	45,282	48,762
	<u>99,249</u>	<u>127,250</u>	<u>143,790</u>	<u>174,018</u>

17. Creditors: amounts falling due within 1 year

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Trade creditors	40,434	51,783	38,548	51,323
Accruals	25,946	31,799	22,977	28,549
Deferred income (see note 18)	56,595	97,190	56,595	97,190
Other taxation and social security	8,314	6,734	6,181	5,261
VAT	27,263	33,707	11,533	23,904
Other creditors	12,745	1,721	12,329	1,476
	<u>171,297</u>	<u>222,934</u>	<u>148,163</u>	<u>207,703</u>

Design West

Notes to the financial statements

For the year ended 31 March 2025

18. Deferred income

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
At 1 April	97,190	96,767	97,190	96,767
Deferred during the year	56,595	97,190	56,595	97,190
Released during the year	(97,190)	(96,767)	(97,190)	(96,767)
At 31 March	<u>56,595</u>	<u>97,190</u>	<u>56,595</u>	<u>97,190</u>

Deferred income relates to services paid for in advance of provision.

19. Analysis of group net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	85,944	60,105	146,049
Investments	-	550,000	-	550,000
Current assets	29,057	225,000	485,953	740,010
Current liabilities	-	-	(171,297)	(171,297)
Net assets at 31 March 2025	<u>29,057</u>	<u>860,944</u>	<u>374,761</u>	<u>1,264,762</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	88,069	78,650	166,719
Investments	-	550,000	-	550,000
Current assets	29,812	220,000	511,315	761,127
Current liabilities	-	-	(222,934)	(222,934)
Net assets at 31 March 2024	<u>29,812</u>	<u>858,069</u>	<u>367,031</u>	<u>1,254,912</u>

Design West

Notes to the financial statements

For the year ended 31 March 2025

20. Movements in group funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2025 £
Restricted funds					
BCC CIL	2,144	-	-	-	2,144
Temple Commission	20,000	-	-	-	20,000
Creating Excellence Regional Fund	9,456	-	(2,543)	-	6,913
Royal Academy of Engineering	(1,788)	6,614	(4,826)	-	-
BCC Imagination Funding	-	11,790	(11,790)	-	-
Total restricted funds	29,812	18,404	(19,159)	-	29,057
Unrestricted funds					
<i>Designated funds:</i>					
Building renovation	60,000	-	-	-	60,000
Property	638,069	-	(2,125)	-	635,944
Education	10,000	-	-	-	10,000
Programme	70,000	-	-	5,000	75,000
Organisational development	80,000	-	-	-	80,000
<i>Total designated funds</i>	858,069	-	(2,125)	5,000	860,944
General funds	367,031	979,414	(966,684)	(5,000)	374,761
Total unrestricted funds	1,225,100	979,414	(968,809)	-	1,235,705
Total funds	1,254,912	997,818	(987,968)	-	1,264,762

Purposes of restricted funds

BCC CIL

Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling & tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) & a 'green' route through St Pauls.

Temple Commission

Funding for public art commission in the area of Redcliffe & Temple (Cubex) to be deployed when conservation works are finished.

Creating Excellence Regional Fund

Funding from Creating Excellence to develop regional working, promoting design & placemaking into the South West regions.

Design West

Notes to the financial statements

For the year ended 31 March 2025

20. Movements in group funds (continued)

Purposes of restricted funds (continued)

Royal Academy of Engineering

Ingenious Funding for 'Engineering Climate Superheros'. Engagement project aimed at highlighting the important role of engineers in tackling the climate emergency. Plus inspiring & informing a future generation of diverse engineers.

BCC Imagination Funding

Cultural Investment Programme Funding towards our public programmes and Education programme (Shape My City).

Purpose of designated funds

Building renovation

Buildings require continual investment and maintenance. Following the capital transformation (21/22) of the ground and first floor, the trustees have created a building fund to secure future capital work and urgent repairs. This will cover critical future work including repairing exterior render, roof renewal, and updated energy regulations.

Property

The property fund represents the net book value of the investment and leasehold property held at the year end.

Education

The Trustees have designated a fund towards the development and safeguarding of our education work with diverse young people. We anticipate that this work may be impacted by recession.

Programme

Our public programmes, including large tour-based programmes like Bristol Open Doors have been reliant on a dwindling pool of public subsidy. In light of austerity & the current funding climate, the trustees have put aside a fund for developing programme to cover public tours, awards and a conference (2025 – 2027).

Organisational development

The charity has been through a period of rapid growth. Over the past year, the trustees have tested new structural models to build capacity & enable future growth. In 2025-2026 we anticipate creating a senior business operations role in the organisation. This investment will be loss-making in the short term, thus a fund is set aside for 2025-2027.

Transfers

The transfer to designated funds represents an amount the trustees deem reasonable to allocate for a specific project.

Design West

Notes to the financial statements

For the year ended 31 March 2025

20. Movements in group funds (continued)

Prior year comparative

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
BCC Lockleaze	6,064	1,806	(7,870)	-	-
BCC CIL	2,144	-	-	-	2,144
Temple Commission	20,000	-	-	-	20,000
Creating Excellence Regional Fund	14,206	-	(4,750)	-	9,456
Royal Academy of Engineering	-	9,920	(11,708)	-	(1,788)
Total restricted funds	42,414	11,726	(24,328)	-	29,812
Unrestricted funds					
<i>Designated funds:</i>					
Building renovation	40,000	-	-	20,000	60,000
Property	640,193	-	(2,124)	-	638,069
Education	10,000	-	-	-	10,000
Programme	50,000	-	-	20,000	70,000
Organisational development	60,000	-	-	20,000	80,000
<i>Total designated funds</i>	<i>800,193</i>	<i>-</i>	<i>(2,124)</i>	<i>60,000</i>	<i>858,069</i>
General funds	344,799	1,094,976	(1,012,744)	(60,000)	367,031
Total unrestricted funds	1,144,992	1,094,976	(1,014,868)	-	1,225,100
Total funds	1,187,406	1,106,702	(1,039,196)	-	1,254,912

21. Related party transactions

N Fairham, chair of trustees, is the Chief Executive of Building Design Partnership (BDP). During the year, BDP was a member of Design West and sponsored Shape My City and The Good City Talk, totalling £6,200 (plus VAT). Liaison on delivery was managed with the BDP Bristol team, independent of the Chair's role. In the prior period, the charity received £235 from BDP for space hire. £2,400 was outstanding at year end (2024: £3,480).

During the year, C Kwiatkowski, trustee, was paid for design services by the charity totalling £2,350 (2024: £2,009). No amounts were outstanding at year end.

Design West Trading Limited (wholly owned subsidiary of Design West)

Design West Trading Limited was incorporated on 14 April 2022 and is a wholly owned subsidiary of Design West. At 31 March 2025, Design West Trading Limited owed Design West £45,282 (2024: £48,762).

Design West

England & Wales - Charity number 290575

Accounts

Charity no. 290575

Design West
Report and Audited Financial Statements
31 March 2024

Design West

Reference and administrative details

For the year ended 31 March 2024

Charity number	290575																								
Registered office and operational address	16 Narrow Quay Bristol BS1 4QA																								
Trustees	<p>The trustees who served during the year and up to the date of this report were as follows:</p> <table><tr><td>N Childs</td><td>Chair until 20 July 2023</td></tr><tr><td>G Eddy</td><td></td></tr><tr><td>N Fairham</td><td>Appointed 20 July 2023, Chair from 20 July 2023</td></tr><tr><td>S Hilton</td><td></td></tr><tr><td>C Kwiatkowski</td><td></td></tr><tr><td>S Loyn</td><td></td></tr><tr><td>E Marco Burguete</td><td>Resigned 24 May 2024</td></tr><tr><td>C Mckeivor</td><td>Secretary</td></tr><tr><td>D Murphy</td><td>Resigned 25 July 2024</td></tr><tr><td>T Russell</td><td>Resigned 14 April 2023</td></tr><tr><td>H Salih</td><td>Resigned 26 February 2024</td></tr><tr><td>D Waterhouse</td><td></td></tr></table>	N Childs	Chair until 20 July 2023	G Eddy		N Fairham	Appointed 20 July 2023, Chair from 20 July 2023	S Hilton		C Kwiatkowski		S Loyn		E Marco Burguete	Resigned 24 May 2024	C Mckeivor	Secretary	D Murphy	Resigned 25 July 2024	T Russell	Resigned 14 April 2023	H Salih	Resigned 26 February 2024	D Waterhouse	
N Childs	Chair until 20 July 2023																								
G Eddy																									
N Fairham	Appointed 20 July 2023, Chair from 20 July 2023																								
S Hilton																									
C Kwiatkowski																									
S Loyn																									
E Marco Burguete	Resigned 24 May 2024																								
C Mckeivor	Secretary																								
D Murphy	Resigned 25 July 2024																								
T Russell	Resigned 14 April 2023																								
H Salih	Resigned 26 February 2024																								
D Waterhouse																									
Chief Executive	Dr Anna Rutherford																								
Bankers	Natwest Bank plc 45 / 49 Broadmead Bristol BS1 3EU																								
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD																								

Design West

Report of the trustees

For the year ended 31 March 2024

The Board of Trustees presents its annual report and financial statements for Design West for the year ended 31 March 2024. The financial statements comply with current statutory requirements, the constitution and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

INTRODUCTION

Design West brings people together to shape better places. Over the past year the charity has continued to grow and develop, settling into our refurbished harbourside venue and building our programmes.

Our public programmes of talks, tours and our award-winning education programme Shape My City, continue to grow in terms of audience demand and diversity. The ever-popular Stirling Prize lectures, sitting alongside events on nature, heat networks and urban swimming as we sharpened focus on designing for people, prosperity and planet.

We piloted a new series of participatory public debates ‘Six O’Clock Sessions’ in our café-bar which brought public, politicians and professionals together, encouraging respectful and robust debate, in the context of an increasingly polarised world.

The value of our work is reflected in the contributions of our volunteers who step forward to support and shape these programmes. In 2023/24 we valued this for the first time, with 213 volunteers contributing £68K worth of in-kind time and expertise.

Again the charity expanded our regional work through Design Services. Impactful in ensuring better design outcomes for people, prosperity and planet; the programmes expanded from partnerships across the West of England, Exeter and Cornwall into Dorset and Torbay. A team of 160 of the best experts stepping forward to serve on our panels to shape a better built environment for everyone.

More people visited our venue than ever before, and used our refurbished spaces for their own programmes, often aligned with the work of our charity, building a network of impact.

In July 2023 we welcomed our new Chair of Trustees, with Nick Fairham (Chief Executive of BDP) stepping forward to commit his significant expertise, and passion to the work of the Charity. We thank outgoing chair Nick Childs for the support provided across seven years (2016 – 2023), during which time he oversaw a significant transformation of the organisation with the Director, Trustees & Team.

It is testament to our outstanding team, board, collaborators, audiences, funders and supporters that the charity again recorded a year of growth, increasing our impact on the world around us.

Design West

Report of the trustees

For the year ended 31 March 2024

1) OBJECTIVES & ACTIVITIES

The design of our built and natural environment has a profound impact on all of our lives on a daily basis. Our health and wellbeing, our economy and our climate is all dependent on the design choices we make. Everyone in our society is impacted by the quality of the homes we live in, by the design of our commutes and our communities, by the design of our schools, hospitals, our blue and green spaces, and the public realm we share. Globally, it is estimated that the built environment is responsible for 40% of carbon emissions. In the context of a climate emergency, Design West has a key role to play in advocating for sustainable architecture and design.

Founded in 1996, Design West is a centre of excellence for design and placemaking. Our mission is to inspire the public, politicians and professionals across the built environment to design, better, healthier, places to live, work and relax. We learn from our heritage to build our future. Our objects are to advance education and research in, and to foster public appreciation of, architecture and its related disciplines. A registered charity; we put design and social value at our heart.

Our programmes inspire, inform and involve people in the design of the world around them. We work across sectors and society to innovate, co-design and challenge. We are international and local, bringing the best people together to shape better places. We are collaborative, creative, expert, independent, open and visionary.

We seek to achieve our objectives through:

- **Design Services**

Our independent Design Review service supports local authorities and developers to shape better places across the South West. This service brings together the best international and national expertise to shape the design of developments for public benefit, raising the bar for architecture, landscape, and urban design, and promoting a culture of good design in the region.

- **Placemaking**

We bring people together to co-design and vision great places. We collaborate with public and private sectors, engaging citizens with opportunities to influence the design of their place.

- **Public Engagement**

Our world class public programmes inspire and involve. From the Stirling Prize lecture to environmental pioneers, and Bristol Open Doors, we engage audiences with the built and natural environment.

- **Education**

We develop skills for the future. Our award-winning Shape My City programme accelerates the best diverse talent in partnership with schools, universities, local authorities and the private sector.

- **Strategy**

From housing to the climate crisis, we address the challenges of today, working with local government to translate ambition into deliverable visions.

Design West

Report of the trustees

For the year ended 31 March 2024

2) ACHIEVEMENTS & PERFORMANCE

During the year our activities reached over 500,000 people.

Public Programme

Audiences began to return to our programmes post-pandemic:

- 65,571 people visited our venue;
- 3,502 people experienced our public programmes;
- 2,254 attended our monthly talks, 153 people took part in workshops, 449 people attended architectural tours;
- 192 bookings of our venue spaces for 4,571 people; and
- 33 partner programme events at our venue.

Digital Audiences

- 66,074 people visited our websites during the year (42,041 Design West & 24,033 BOD);
- 14,095 people subscribed to our newsletters;
- 26,845 people followed Design West on social media; and
- >500,000 people experienced our work through broadcast, online and social media.

Design & Policy Review

- 160 of the best cross-sector professionals served on our expert panels;
- We conducted 104 Design Reviews of developments right across the South West
 - 63 in the West of England (Bristol, Bath & North East Somerset, South Gloucestershire & North Somerset);
 - 41 in the wider South West including Bournemouth, Cornwall, Devon, Exeter, Swindon and Wiltshire; and
- We advised on improvements to >29,000 homes; to 11,027 school and university places; 877,300 m² commercial space, 1,113 hotel beds, care homes, co-housing and sheltered living, a health centre, a stadium, 10 strategic sites, Bristol City Centre, three new neighbourhoods and a zoo.

Placemaking

Our placemaking work saw:

- 3 x final engagement workshops shaping the BANES Local Plan;
- 1 co-designed Strategy for Young People's Provision & Strategic Brief Sidmouth Youth Hub; and
- 100,000+ people again benefit from placemaking project The Green Way – using the new outdoor furniture and bike parking, or experiencing the murals we commissioned and experiencing the designed Lockleaze cycle way.

Education, Young People & Volunteering

- 35 diverse young people from 21 schools across Bristol people joined our Shape My City diverse talent accelerator programme;
- 100 students from UWE took part in Architecture Anonymous; and
- We worked safely with 213 volunteers in total across our public and placemaking programmes. The value of their contributions totalling £68,070.

Design West

Report of the trustees

For the year ended 31 March 2024

PROGRAMME

Design West is a place where design, discussion, culture and communities converge. As a world-leading centre for design and creative placemaking, we enable everyone to actively engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad through our public programme. This year we continued to slowly build back audiences. 3,502 people took part in our public programmes and workshops, with 1,805 people booking tickets for our core events programme, and 449 people booking onto 18 tours for Bristol Open Doors.

National & International Talks Programme

In 2023/24 we featured keynote talks from national and international speakers addressing topics of global significance, from designing city heat networks & and the global switch to renewable energy, to human-centred social housing, the rise of AI, and how we stitch nature and urban swimming opportunities back into cities. We also partnered with RIBA to deliver high profile public talks in Bristol and Exeter.

Highlights included:

- In April we looked at the regeneration of industrial heritage through the lens of 'Battersea Power Station'. "How do you transform a 20th Century Icon of Industry into a 21st Century fun palace?" Project Director Sebastien Ricard (WilkinsonEyre) took us through London's largest regeneration project.
- In May Design West discussed the UK government's plans for city-wide Design Codes. Cany Ash (Ash Sakular Architects) and Bob Allies (Allies & Morrison) 'Can you Code a City?'
- As the health benefits of cold-water swimming become evident, and a generation of indoor pools reach the end of their lifespan, June saw Design West discuss the importance of designing swimmable blue infrastructure into cities. Architect Chris Romer Lee (Studio Octopi) gave the global perspective (Sydney, New York & Copenhagen). Heather Massey (University of Portsmouth) reviewed the scientific health benefits, Dan Anderson (Fourth Street) talked economics and the history of investment in leisure infrastructure and Jonny Palmer demonstrated the role of activism in placemaking with his successful campaign to permit swimming in Bristol Harbour.
- What can we learn from the world's most successful green cities? In response to the climate and ecological emergencies, our July talk saw us partner with the Landscape Institute on bringing nature back into cities. Landscape Architect Catherine Birkin (Director, LDA Design), Ecologist Mike Wells (Biodiversity by Design) and Urban Designer Mike Cowdy (McGregor Coxall) shared strategies and case studies from around the world, to a full house at Watershed.

Design West

Report of the trustees

For the year ended 31 March 2024

- In September Design West worked in partnership with the Royal Academy of Engineering and Buro Happold to host 'Switch' a talk on the Built Environment's transition to clean energy. Chaired by leader of the Green Party, Cllr Carla Denyer, we heard from policy expert Dr Iain Soutar (University of Exeter), Alasdair Young (Buro Happold), Julian Miller (Ameresco) and engineer Selene Molina (Vattenfall). The audience gained a valuable insight into Bristol's groundbreaking City Leap heat network project, to remove 140,000 tonnes of carbon from the city in 5 years. The talk formed part of our Ingenious work with RAE to profile the role of engineers as #ClimateSuperheroes. We commissioned media interviews with engineers, to bring the programme to a wider online audience and hosted an interdisciplinary networking session after the event. Young people from our Shape My City programme attended the event for free as part of their development.
- Social Housing took centre stage in October, as respected architect-activist Peter Barber shared his approach to providing high quality social and affordable housing in 'Home'. Design West hosted a delegation from Exeter City Council and worked to bring housing commissioners, politicians, developers and small practices together to a networking session after the talk, with the aim of raising the bar for design quality. Politicians of all parties tweeted positively after the event, and we achieved further public benefit through an interview with Peter published online.

"Thank you for a great opportunity to talk about my work on social housing to a mixed audience including local councillors from across the South West. I'm keen for councils to be bold about the housing they build and to ensure that everyone has access to high quality housing. Events like this are critical for pushing everyone to do more!" **Peter Barber, Architect**

- In November, Design West partnered with Afrika Eye Film Festival to host an evening celebrating Diébédo Frances Kéré, an architect, activist and educator from Burkina Faso. Kéré was the first African to receive the prestigious Pritzker Architecture Prize (2022). Ann de Graft-Johnson (UWE), Shankari Raj (Design West) and Manu Maunganidze discussed Kere's influence, impact and legacy to date.

"Design West has done a brilliant job developing creative and artistic engagement with architecture over the last 20 years. It is an organisation that consistently challenges itself to innovate and excel, combining a passion for design excellence with a great track record for bringing people and places together." **Phil Gibby, Area Director, South West, Arts Council England**

- We strengthened our partnership with RIBA, and continued our regional programme (with support from the Creating Excellence Fund) through The Stirling Prize lecture. The Stirling Prize is the UK's most prestigious architecture award, given yearly to the architect of the building thought to be the most significant for the evolution of architecture and the BE. The Prize marks a key opportunity for audiences to witness design excellence. As Designs West's services expand into the South West, we are keen to build a culture of design excellence, bringing leading architects, architectural ideas, and project teams to regional centres, and audiences. In November 2023, Stirling Prize winner Alex Ely of Mae Architects spoke to sell-out audiences in Bristol (Arnolfini) and Exeter (Picturehouse). The events told the story of the John Mordern Centre, a beautiful, low-carbon, residential and nursing facility to support elderly living without isolation. Sponsorship from Turley, RIBA and Avalon Planning and Heritage supported cross-sector stakeholder events to facilitate knowledge transfer and learning.

Design West

Report of the trustees

For the year ended 31 March 2024

“The RIBA were delighted to collaborate with Design West to bring the 2023 Stirling Prize winners to speak in Exeter and Bristol. The talks and conversation reached an audience not normally well served and the whole event was well received and enjoyed. RIBA look forward to working with Design West in the future to help ensure that people in the South West are engaged and inspired by the very best architects and architecture”. **Simon Allford, RIBA President (2021-23)**

- In February ‘Beacons of Light’ discussed the design and delivery of major cultural infrastructure projects. Featuring Bristol Beacon and Aviva Studios in Manchester, a 7,000 capacity venue that represents the largest investment in a national cultural project since Tate Modern (2000). Louise Mitchell, CEO of Bristol Beacon and architect Mark Lewis (Levitt Bernstein) described the renovation and rebuild of the Beacon, whilst Sheen Wrigley (Factory International/Avivia Studios) told the story of Manchester’s culture-led approach to regeneration, taking audiences through Ellen Van Loon’s (OMA) design. Many of the South West’s cultural leaders joined the talk, learning about architecture and regeneration.

The capacity for our events programme was affected during the year by political protesting of our partner venue Arnolfini, as we transitioned events to Watershed. Risk was closely monitored by the CEO and trustees.

6’O’Clock Sessions

Debate is a critical part of democracy, but very few opportunities exist for people to openly discuss how the Built Environment impacts our lives. In 2023 Design West took a step forward in our programmes with the creation of the 6’O’Clock Sessions - a place where public, politicians and professionals come together to debate the future of our cities. Home to informed civic debate, the sessions are participatory in nature. Different opinions are welcome, heard and respectfully challenged. Guest contributors sit amongst the audience, and microphones are passed democratically around the room.

Created by our Director in collaboration, the 6’O’Clock sessions are co-ordinated by a small team of volunteers, early career professionals and lecturers. In 2023/24 the programming team were Dr Rutherford, Keiron Stephens (Autor Architects), Josie Stephens (APG Architects), Fidel Miraz (UWE Bristol) and Darby Georgeson (Design West).

A huge success, the sessions addressed topical debates including Hostile Cities, Tall Buildings, Goodbye Greenbelt, Conserve or Destroy?, What is Beauty? and Rethinking Housing. Each event featured four contributors with a perspective from across the built environment, charity, research, and community sectors, and a chair who acted as both guide and umpire for the debates. Fire fighters, developers, conservationists and young people unable to buy a home, passionately debated the pros and cons of ‘Tall Buildings’. Wheelchair-users, BID managers, skateboarders and visually impaired citizens discussed their competing rights in ‘Hostile Cities’. Many of the sessions were attended by city council officers and councillors, who listened keenly to the discussions. We will seek funding support in future years.

Design West

Report of the trustees

For the year ended 31 March 2024

Bristol Open Doors

In Oct 2023 we delivered a series of 18 tours (10 different experiences) across Bristol for Bristol Open Doors. 91% of tickets were sold, to 449 adventurers (including 31 children) who explored fascinating buildings and sites old and new, through the programme. Long term planning for the event has proved challenging as it relies on core public subsidy to underpin match-funding and sponsorship, Bristol City Council delayed the cultural funding decisions three times over 9 months, making planning very challenging. We have begun to plan a more sustainable model to enable tours to continue in future through our programme fund.

Design West remains the only place in the South West for inspiration, information, and debate about the design of our built environment, and the impact of design decisions on environment, economy, equality and health.

DESIGN & POLICY SERVICES

The South West of England is growing, with >100,000 new homes set to be built across the West of England Combined Authority alone by 2036.

Design West support local authorities, public sector bodies, councillors, and developers to design high quality and more sustainable places. We help to ensure that the pressure for growth, does not compromise quality, and provide support to authorities that are often under-resourced, whilst giving developers access to the best interdisciplinary advice on design and placemaking.

Building on a long history of bringing people together to shape better places, Design West runs an independent design review service across the South West. We now convene over 100 professionals that represent the best cross-sector talent in the region, with specialisms in design, housing, climate resilience and net zero, engineering, transport and active travel, landscape, heritage, accessibility, inclusive growth and placemaking. The expert panels provide independent guidance early in the planning process for significant development proposals. The Design Review process leads directly to design improvements for citizens and the environment whilst often adding value to projects.

Our design review and policy support services continued to be in high demand. In 2023 we signed new agreements with Dorset and Torbay Council, and prepared to start work with Wiltshire & Plymouth to raise the bar for design quality.

In 2023/24 we conducted 104 Design Reviews, up from 93 in the previous year, and finishing the year close to target. This included 63 in the 'West of England' area and 41 in the wider South West including Devon, Exeter, Swindon, Plymouth, Torbay and Dorset.

Design West Design Review panels advised on improvements to >29,000 homes; to 11,027 school and university places; 877,300 m2 commercial space (including office, leisure and retail), 1,113 hotel beds; care homes, co-housing and sheltered living, a health centre, a stadium, four new neighbourhoods and a zoo.

In 2023/24 we also began to support South Gloucestershire Council with design and capacity advice for their Strategic Sites as part of the Site Allocation process, working upstream of Design Review. The panels also reviewed policy and design guides for our LPA partners.

Design West

Report of the trustees

For the year ended 31 March 2024

Our panel chairs for 2023/24 were as follows: Bristol, Cora Kwiatkowski (BSc AA Dipl.-Ing. Arch RIBA) and Jane Fowles (BA(Hons) DipLA (Hons) MA UD CMLI); BANES, Colin Cobb (BA(Hons) Dip Arch ARB), South Gloucestershire, Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA), North Somerset, Juliet Bidgood (MA Dip Arch RIBA), Exeter, Richard Rose Casemore (BA (Arch) Dip Arch (Dist) FRSA RIBA) and Yuli Cadney-Toh (BA (Arch) Hon Dip Arch RIBA), Dorset, Warren Lever (BSc Hons PG Dip UD MRICS IHBC) and Cornwall, Estelle Doughty and Frazer Osment (MPhil UD BA (Hons) LA CMLI). We continue to refresh and diversify our panellists to bring new critical skills and experience and to improve gender balance and diversity.

We thank our chairs and all of our valued expert panellists for their commitment and contribution to this charitable work. Commendations also to Pippa Goldfinger and Julie Tanner for their work alongside our Director in leading the services.

“There's not a scheme that's gone to Design West that hasn't improved as a result. These are professionals at the top of their game.”

Chris Griggs, Principle Planning Officer, Bath & North East Somerset Council

“The Design West panel has been invaluable as a critical friend casting a fresh eye on complex frameworks and masterplans. The multi-disciplinary team combine professional expertise with sound local knowledge. The panel is always well selected to cover the specialisms required for the framework under scrutiny.” **Abigail Stratford, Head of Regeneration, Bristol City Council**

Design Review Highlights

Key schemes reviewed during the year included city centre sites The Galleries and the final phase of Wapping Wharf in Bristol, a major new science park (Epic) in North Somerset, >2,000 homes and employment land at the new neighbourhood of Brabazon in South Gloucestershire, new homes at Bath Quays, >3,500 homes in a new garden village (Langarth) in Cornwall and a new Campus at University of Exeter.

Notably the service has particularly supported developers to change their designs with practical interventions to create better, healthier places to live and work, through:

- Prioritising active travel;
- Improving biodiversity & landscape;
- Improving the character & build quality of developments;
- Guidance on designing for health, well-being & the creation of new communities (e.g. student accommodation & residential-led developments);
- Supporting zero carbon strategies & sustainable transport;
- Accessible & inclusive design; and
- Design & viability advice for creating economically sustainable places.

Design West

Report of the trustees

For the year ended 31 March 2024

“Exeter City Council have found the Exeter Design Quality Group formed with Design West has helped drive up design standards in the city. The panellists convened by Design West combine local knowledge with national and international expertise. Working in collaboration with Exeter City Council, Design Reviews are pushing developers to deliver schemes that help the council deliver on its commitment to a Liveable Exeter.”

Ian Collinson, Head of Regeneration & Housing, Exeter City Council

“Can you share my appreciation to the panel for their time & constructive advice. I have attended a few of these over the years & I have to say the conduct & approach taken by the panel was by far the best. I would encourage anyone to come & share their ideas with you.”

Emma Geater, Associate Director, Crest Nicholson

PLACEMAKING

Our Placemaking work brings the public, politicians, and professionals together to shape better places. In 2023/24 we ran several placemaking projects.

Bath & North East Somerset Local Plan

In Spring 2023, Design West were commissioned to support engagement work for Bath & North East Somerset Council on the developing Local Plan, ensuring that a range of voices inputted into the strategy. The approach built on the West of England Placemaking Charter. We convened a total of 10 engagement workshops of 20 – 40 people on the project through 2023, reaching >300 people.

- Bath & Environs Officer Workshop;
- Bath & Environs Stakeholder Workshop x 2;
- Rural Area Officer Workshop;
- Rural Stakeholder Workshops x 2;
- Rural Stakeholders Keynsham x 2;
- Young Entrepreneurs Workshop; and
- Young People Workshop (Chew Valley High School).

The resulting options document, received over 7,500 responses in BANES. This work was led by Juliet Bidgood and Jo Widdecombe.

‘It was a pleasure working with Design West on the Stakeholder Engagement for the developing local plan. The resulting options document, received over 7,500 responses, a really good level of engagement.’ **Richard Daone, Deputy Head of Planning, Bath & North East Somerset Council.**

Design West

Report of the trustees

For the year ended 31 March 2024

Knowledge Exchange

Exeter & Bristol

In October Design West supported a delegation of 20 Elected Members and Officers from Exeter to travel to Bristol to meet council counterparts, architects and developers to discuss housing delivery. The visit included site tours of high-density, residential-led developments and facilitated sessions around regeneration and best practice for public benefit.

"I wanted to thank Design West for a successful day in Bristol. We saw interesting high density brownfield developments & heard rare insights from the developers on their experiences and challenges. The presentation from the Bristol City Council Regen team was excellent & the conversations throughout the day were rich, extremely relevant and transferrable. The itinerary was great & really well thought through."

Ian Collinson, Head of Regeneration & Housing, Exeter City Council

Esbjerg (Denmark) & Bristol

In April 2023 our CEO hosted a visiting delegation from Esbjerg (Denmark). 30 leads from the city's planning and culture departments met their counterparts in Bristol City Council, with teams gaining an overview of each other's work and approach.

Christchurch Design Code

In 2023 we completed a Design Code for Christchurch Town Council, overseen by Christchurch, Bournemouth & Poole. The code provides guidance on allocated sites in the town and was developed by Design West Panel Members Warren Lever and Garry Hall.

Sidmouth Young People's Strategy

In May 2023 we completed the work to produce the Young People's Strategy & Strategic Brief for Sidmouth Youth Club.

Lockleaze Cycle Path

In May 2023 we also finished the installation of the co-designed works for Lockleaze Cycle Path, commissioned by Bristol City Council and designed in collaboration with young people.

"Design West has built relationships across the sector enabling them to form panels which act as a 'critical friend' to local authorities ensuring emerging plans and strategies meet the ambitions and needs of the communities they serve."

Sophie Camburn, Director, Arup

Design West

Report of the trustees

For the year ended 31 March 2024

EDUCATION PROGRAMME

Design West is a national leader in place-based education. We inspire young people of all ages in the built environment, and open-up career pathways, intervening to provide valuable opportunities which many young people would otherwise not have. We believe that successful places of the future need a diverse workforce to design them.

Our work is desperately needed by the sector. 1% of British Architects are black, 12% of UK Engineers are women, 5% of Construction Directors and Senior Managers are BAME. Only 7% of Directors, and 5% of Senior Directors in the Private Planning Sector are women.

Shape My City (15 – 18 yrs)

Shape My City offers high quality careers development support aimed at girls and young people from BAME and lower socio-economic backgrounds, making a tangible impact on their lives, whilst working towards building a more diverse and representative built environment sector.

“Design West’s innovative Shape My City Programme is an essential initiative that empowers young people from diverse backgrounds to enter the built environment sector. Inspired by Stephen Lawrence, the programme is designed to tackle the lack of diversity in the sector, to identify & nurture young talent, so that in future our city is shaped by professionals who better represent the communities they serve.

Built in partnership with Bristol’s schools, communities, world-class universities & companies, the programme builds confidence, skills & networks for young Bristolians. Designed for maximum impact, the programme gives young people a voice in live development happening across our city today, ensuring everyone can access the industry, & delivers two-way change in the companies that engage. As our city continues to grow & become more diverse, Bristol is proud to be home to this award-winning programme.”

Marvin Rees, Mayor of Bristol

“Being part of Shape My City makes me believe I can have a real effect on our city, should I really try.”

Shape My City Graduate

In Summer 2023 our reinvigorated programme saw exceptional outcomes.

Over 85% of participants reported growth in:

- An increase in confidence;
- Strength to recognise individual skills;
- Confidence to influence change in their environment;
- Knowledge of how to reach goals; and
- Ability to communicate with authority.

Design West

Report of the trustees

For the year ended 31 March 2024

Some of the student voices are captured below.

"The best thing about Shape My City was going to live development sites and learning about different companies!"

"Being part of Shape My City makes me believe I can gain the skills I need to get the career I want."

In Autumn 2023 we took on a new cohort of students, the charity went into school assemblies to further increase and diversify our intake. A record of 96 young people applied, with 35 students accepted from 21 schools, 80% of the students identify as BAME and 66% are female, 3% non-binary. In Winter 2023 Shankari Raj went on maternity leave, and Rosy Jones an experienced architect and educator from AHMM covered her role on secondment.

"Shape My City lifts the lid on a number of key disciplines that help shape the places we live, work and play. Seeing the various cohort's engage with, question, and understand these complex topics helps to show that they have a role to play in the future of our cities."

Jason Ramlugon, Senior Architect, AHMM

Awarded a **special commendation** for the programme at the **2022 Thornton Education Trust Awards**. In 2023 Design West nominated programme lead Shankari Raj for **Individual of the Year**, Shanks won the award, presented at the Building Centre in London (Dec 2023).

"Shankari's passion & enthusiasm for communicating all aspects of the built environment has made for an impactful and popular programme which is increasingly oversubscribed by both potential students & partner companies"

Inspire Future Generations Awards

We thank the organisations who signed up to take part in the academic year, namely AHMM, Arup, AWW, Buro Happold, Churchman Thornhill Finch, Dandara Living, FCB Studios, LDA Design, Purcell, Stantec and Vattenfall We extend our thanks to all the volunteer professional inspirers, young people and university students who give their energy, enthusiasm and skills to the transformative programme.

"The Shape My City programme is truly a guiding light in inspiring and empowering future generations, especially in providing invaluable opportunities to talented young individuals who might otherwise lack access, notably those from underrepresented socio-economic groups."

Victoria Thornton OBE, Thornton Education Trust

Design West

Report of the trustees

For the year ended 31 March 2024

Architecture Anonymous (18 – 23 yrs)

In partnership with students from UWE Bristol, we developed a peer-to-peer monthly event for students to build confidence in presenting their work, pitching and sharing ideas. Termed Architecture Anonymous, the event grew from a series of conversations with students who identified the need to develop confidence, and to do this in a safe and nurturing space. Design West offered space and audio visual facilities in the ground floor café-bar supporting the students with the concept, marketing and production of the event series.

3) FINANCIAL REVIEW

2023/24 saw Design West again report another strong year, again the group hit targets and reported the highest turnover on record, nudging up to £1.11M as the organisation continued to build impact, despite a challenging economic climate for charities.

The year was particularly strong for our charitable services, Design Services grew by 26% from £442K 2022/23 to £556K in 2023/24, as we partnered with more Local Planning Authorities to deliver Design and Policy Review work across the South West. Under times of austerity, LPAs see real value in working with a strong third sector organisation, to drive up the design quality of developments, to meet social, economic and environmental agendas. In the year our Director and Heads of Design and Planning Services worked to deliver two new contracts with Torbay and Dorset building on the additions of Exeter and Cornwall City Councils in the previous year. The charity continued to expand our services across the South West of the UK, in addition to retaining contracts across WECA and North Somerset.

Our Design Services drives up architectural and design quality, promoting understanding of design with local authorities, and amongst developers and elected members, whilst improving the quality of the built environment for the public. Income is raised from both local authorities and the development and planning sector.

We downscaled our placemaking work (£32K from £198K), as we focused on Design Services due to team capacity. The charity is uniquely positioned to support placemaking particularly for the public sector; in 2024/25 we will look to restructure the charity for growth such that we can support this work. Placemaking services sees the charity bring together politicians, professionals and a broad cross-section of the public to inspire and support these stakeholders to co-design and vision great places (centring great design and architecture in social, health, environmental and economic benefits). This work is primarily won through competitive tenders, and sometimes through direct commissions linked to existing service level agreements.

Public programmes performed well in a UK context of challenging economic circumstances. Audiences continued to return to live talks and events, demonstrating the value of the activities. Our talks Box Office income has grown from 50% to 80% of pre-pandemic levels. Bristol Open Doors was downscaled as planned, given the funding climate, as we transition to a more sustainable event. Overall Box Office income was £16.7K, with a further £10.5K raised from sponsorship and small grants.

We continued to gain strong sponsorship income for the Shape My City education programme, collaborating with top companies in the Built Environment Sector, and were able to supplement this with small project funding from the Royal Academy of Engineering.

Design West

Report of the trustees

For the year ended 31 March 2024

Design West is a lean, efficient and dynamic charity. Currently we run our public programmes on a very small staffing budget, made possible by team working across multiple strands of work. Public programmes will always require an element of public subsidy. In recent years, given the context of austerity and reduced public funding, we have prioritised driving the growth of our services, above investing expensive resource in risk-heavy charitable bid-writing to support our programmes. Surplus from our services helps subsidise our programmes and we are building up a Designated Fund that we can use to leverage match-funding to expand our programmes from 2025. The charity will always seek to develop a healthy range of income sources and to think effectively about where to invest the team resource for maximum return.

Core income (shown in the accounts as 'Raising Funds') from venue hire, rent and memberships grew by to £125K, largely due to increases in rental and hires income, as we worked our venue assets harder.

Critically we outperformed our income target (+2%) whilst keeping expenditure tight (-5% target). Expenditure for the year was £1.04M, and we combatted rising costs across the board by renegotiating cheaper contracts with key suppliers for electricity, insurance, IT and waste. Design West seeks to obtain value for money across all areas of our work, with regular cost reviews, and careful procurement, whilst being a fair employer.

The Trading Arm of the charity was established in September 2022. The Trading Arm operates the café-bar, and services venue hires and associated catering. 2023/24 represents the first full year of independent trading. The trading arm finished on a year deficit of -£20.8K. Whilst income continues to grow for the new business, the hospitality sector requires control of tight margins. The Directors took action in Quarter 4 to performance manage the leadership and restructure the team to ensure better cost control moving forwards. The Directors and Trustees also reflected on the relationship between the two entities tweaking the model for 24/25 to better financially reflect arrangements. The trustees of the parent charity will monitor this risk.

The trustees recognise that several benefits of the Trading Arm are not captured in the finances. In 2023/24 Design West had over 60,000 visitors to our venue, with the vast majority of this footfall driven by The Architect; the space plays a key role in hosting public programme, debates, learning sessions with UWE students, exhibitions and book events through the year, and is a meeting place, enabling knowledge exchange in architecture and design; the Design West Trading team service charitable activity (managing the logistics of design review sessions, space hires, and catering for partner programmes) for the parent charity. Governance will keep this model under review.

Salary Costs finished the year below budget, but increased to £420K (Trading Arm £170K) from £350K, the rise is a combination of planned team growth and inflation. Like all charities post-pandemic, the organisation is experiencing pressure to recruit and retain talented staff in the midst of a cost-of-living crisis and high inflation. In 2023/24 the charity implemented 5% salary rises to all staff, and introduced a performance-related bonus scheme to help retain and reward talent.

Overall Design West is pleased to report an in-year surplus of £67.5K, enabling the trustees to invest in some critical designated funds for the future, and allowing the charity to build reserves commensurate with our size. Total charity funds are £1,536,414.

Restricted reserves are at £29,812 this includes £9,456 left in the three-year Creating Excellence Fund for regional work, £20,000 held for a commission in Temple Quarter and small amounts for Placemaking commissions.

Design West

Report of the trustees

For the year ended 31 March 2024

Unrestricted funds total £1,225,100, which includes designated funds including the leasehold property (£638,069), designated cash funds of £220,000 and a general fund of £367,031. The general fund contains our unrestricted net current assets of approximately £288,381 (up £54K from £234K in the previous year) and tangible fixed assets of £78,650.

The trustees have designated funds for projects where future spend is needed. This includes setting aside funds for Building Renovation (£60K), as the roof, rear render and lift have a limited lifespan and may soon need investment. Funds have also been set aside for Education (£10K) to safeguard Shape My City, as sponsorship may dip in the predicted recession.

The charity has grown fourfold in recent years, and now needs investment in senior team to manage the next phase of growth, as we are limited by capacity. Designated Funds are therefore being set aside for organisational development (£80K) to de-risk this investment. We expect to make an appointment in 2024/25.

As Public Programme requires ongoing investment the trustees have also set aside £70K to enable us to develop in-venue programme and a Festival of Design. This will be used to leverage further match funding over the next three years.

The trustees are pleased to report a responsible reserves position leading into 2023/24, and a strong mix of income streams now supporting our activities. With clear leadership and the support of new and existing clients for our impactful work, we are confident in our sustainable future.

“Massive congratulations on a great day. I was most privileged to be part of it & enjoyed it all hugely. Your work is a total triumph, and the ability to continue the conversation in The Architect Bar after events is truly inspired. I go around the country all the time & I have to say, hand on heart, I do not think any place in the UK has a better platform for growth than you.” Jackie Sadek, Urban Strategy

Risk Management

The board of trustees has considered the major risks to which Design West is exposed, and have developed a plan to mitigate exposure. These are reviewed quarterly, with escalation of any major changes between meetings. The board hold a live risk register to track and mitigate exposure to risks, and to take action. The team regularly discuss risk mitigation and feed into the register.

The principle risks identified include, financial pressures on local government and the impact of recession on the built environment sector and design review. Design West mitigate this through maintaining quality of service, value for money, networking and increased involvement on a national level with the Design Network. The client base is geographically large, the charity has developed a range of income streams and has built strong reserves to help the charity weather short-to-medium term impacts of recession.

With tight margins in Hospitality, the Trading Arm is also a key risk. The Trading Arm now has a repayment plan and will begin repayments in 2024/25. The Trustees of the CIO ensure that the risk is managed as part of the risk register.

Design West

Report of the trustees

For the year ended 31 March 2024

Fraud and digital risk has increased, processes and training has been tightened by the team & is reviewed at board meetings. Although the charity received more scam attempts in 23/24, all were identified and averted.

Finally the trustees recognise the need to invest in operational stability in a growing charity, creating new senior roles to manage growth, and retain existing talent. This will be addressed through a new three-year business plan, and operational review, alongside the development of appropriate staff benefits, training and performance packages. The trustees have set aside a designated fund to provide investment for significant development in 2024/25.

Design West has stringent financial processes. Budgets and cashflow positions are carefully monitored throughout the year to ensure any risks are identified and mitigated at an early stage. Overhead and administration costs are reviewed annually to ensure maximum cost efficiency and value for money. We continually look for ways to maximise income and make efficiency savings without compromising public benefit or the quality of the offer.

Reserves Policy

Design West's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the Trustees' agree that in order to weather variations in cash flow our free reserves should reach six months expenditure (£300,000) as a general reserve. In addition to this, the board have assigned designated reserves funds. At the end of March 2023 the board are pleased to report significant progress against our business plan. Unrestricted free reserves increased by £54K to £288,381 in the general unrestricted reserve fund (£367K), and £220,000 in the designated funds described above. The trustees will continue to balance holding strong reserves for the organisation, with the ongoing business risks, including inflation, talent retention, recession, and the cost-of-living crisis.

The trustees believe that the current business plans make the business a going concern and are confident of a mixed income stream over the next 3 years. The organisation has a 125-year lease asset that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review and Placemaking Services.

4) STRUCTURE, GOVERNANCE & MANAGEMENT

Constitution & Organisational Structure

Design West is a charitable incorporated organisation (CIO), the constitution is the primary governing document of the charity.

The charity operates with a Board of Trustees who are non-executive and unpaid, and who meet quarterly. Over the past four years, Director Dr Anna Rutherford has been working with the Chair and the Board to make sustainable strategic change across the organisation, including developing the structure, finance and impact model, and the policies and processes of the organisation.

Design West

Report of the trustees

For the year ended 31 March 2024

In 2022/23 after significant preparation, the organisation converted from a charity regulated by Companies House to its current more modern form, a CIO regulated by the Charity Commission. The trustees also changed the legal name from Bristol Centre for the Advancement of Architecture to Design West.

In September 2022 the charity set up an operational trading arm to manage the functions of the café bar and venue, and to service venue hires. Design West Trading is registered with Companies House and is overseen by a board of Directors consisting of hospitality-specific expertise, a trustee from the parent charity and the Director of the main charity. The Design West Trading is bound by a Deed of Gift, a legal obligation to transfer all profits to the parent charity, Design West. The trading arm is run day-to-day by the General Manager, Leon Etchells (23/24) replaced by an Operations Manager – Café Bar & Venue, Jen Lester in April 2024.

In July 2023 Design West appointed a new chair of Trustees Nick Fairham. The trustees would like to thank outgoing Chair of Trustees Nicholas Childs for his 7 years of service. Nick steered an exceptional period of growth, including renovation of the Design West venue, and key structural changes to the charity which leave Design West in a healthy resilient position for the future.

Nick Fairham has significant sector and business experience. As chief executive of a multi-national company BDP, Nick is excellently placed to lead the trustees to support our next phase of growth.

Future Development

Following the successful changes to the structure and name of the charity. Over the next 18 months the board of trustees plan to work with the new Chair and team to structure the charity for growth, and evolve the business plan. The trustees will naturally reduce in number, then rebuild around the new business plan. The board also plan to update the objects of the organisation (drafted 1984), to better reflect the needs of society today.

Board of Trustees

Design West operates with a Board of Trustees who meet on a quarterly basis and have overall responsibility for:

- Ensuring the aims & objectives of the charity are effectively achieved;
- Providing strategic support to the Director & staff;
- Agreeing the annual budget & ensuring financial best practice & resilience;
- Ensuring by regular review the maintenance & implementation of policies, including Child Protection, Equality & Diversity, Finance, Health & Safety & Volunteers; and
- Building landlord matters.

The Director and the Chair of Trustees meet on a monthly basis, to discuss progress, and work on strategic development. Project Working Groups are drawn from the Board of Trustees, and meet as required.

Design West

Report of the trustees

For the year ended 31 March 2024

The trustees regularly review the composition of the board to ensure it has the skills and diversity necessary for continued good management and the financial success of the organisation. Trustee roles are advertised through relevant networks, and potential trustees go through an interview and induction process.

Senior Team

The trustees delegate their powers to the Director for day-to-day management of the organisation, with support from the newly formed Senior Leadership Team. The Senior Leadership Team also maintain and implement the policies of the organisation. During the year the Senior Leadership Team was:

Dr Anna Rutherford (Director)
Pippa Goldfinger (Head of Design)
Leon Etchells (General Manager, Design West Trading)
Julie Tanner (Head of Design & Planning Services)
Jenny Hayes (Head of Marketing & Communications)

All staff roles are assessed and paid in relation to responsibility, skills and capabilities required. Roles are regularly benchmarked. In 2023/24 we introduced a new system of performance targets and reviews with the board of trustees.

Trading Arm

The Board of the Trading Arm meet quarterly and have responsibility for:

- Agreeing the business plan and annual budget & ensuring financial best practice & resilience; and
- Providing strategic support to the General Manager & staff.

Networks & Memberships

Design West is a key member of the Design Network. The Director is a member of several leadership groups in Bristol. The charity is also a member of the National Council for Voluntary Organisations.

Public Benefit

Design West has complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the charity commission.

Design West

Report of the trustees

For the year ended 31 March 2024

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the group and the incoming resources and application of resources, including the net income or expenditure, of the charity and the group for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and the group and which enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were appointed as auditors to the group and parent charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 22 January 2025 and signed on their behalf by



Nicholas Fairham, Chair

Independent auditors' report

To the trustees of

Design West

Opinion

We have audited the financial statements of Design West (the 'parent charity') and its subsidiary (the 'group') for the year ended 31 March 2024 which comprise the consolidated statement of financial activities, consolidated and parent charity balance sheets, consolidated statement of cash flows and the related 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 the 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 group and parent charity's affairs as at 31 March 2024 and of the group's incoming resources and application of resources, including its income and expenditure, 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 requirements of the Charities Act 2011.

Basis for 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 group and parent 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 the provisions available for small entities, in the circumstances set out in note 8 to the financial statements, 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.

Independent auditors' report

To the trustees of

Design West

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements 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 financial statements 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.

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

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, 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 they 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 charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 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 procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

Independent auditors' report

To the trustees of

Design West

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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.

Independent auditors' report

To the trustees of

Design West

Use of our 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.

Godfrey Wilson Limited

Date: 22 January 2025

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Godfrey Wilson Limited 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.

Design West

Consolidated statement of financial activities

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	2024 Total £	Restated 2023 Total £
Income from:					
Donations and legacies	3	-	2,633	2,633	33,593
<i>Charitable activities</i>	4				
Design services		-	556,049	556,049	442,166
Placemaking		1,806	30,695	32,501	198,337
Public programme		9,920	70,395	80,315	96,681
Other trading activities	5	-	386,543	386,543	285,125
Investments		-	48,661	48,661	36,259
Total income		<u>11,726</u>	<u>1,094,976</u>	<u>1,106,702</u>	<u>1,092,161</u>
Expenditure on:					
Raising funds		-	474,583	474,583	352,304
<i>Charitable activities</i>					
Design services		-	435,699	435,699	370,823
Placemaking		12,620	19,295	31,915	170,750
Public programme		11,708	85,291	96,999	90,367
Total expenditure	7	<u>24,328</u>	<u>1,014,868</u>	<u>1,039,196</u>	<u>984,244</u>
Net gains on investments	12	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,000</u>
Net income and net movement in funds	8	(12,602)	80,108	67,506	182,917
Reconciliation of funds:					
Total funds brought forward		<u>42,414</u>	<u>1,144,992</u>	<u>1,187,406</u>	<u>1,004,489</u>
Total funds carried forward		<u><u>29,812</u></u>	<u><u>1,225,100</u></u>	<u><u>1,254,912</u></u>	<u><u>1,187,406</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 20 to the accounts.

The prior period has been restated to correct the split of property between fixed assets and investments. More detail is provided in note 22 to the accounts.

Design West

Consolidated balance sheets

As at 31 March 2024

	Note	The group 2024 £	Restated The group 2023 £	The charity 2024 £	Restated The charity 2023 £
Fixed assets					
Tangible assets	11	166,719	201,211	122,685	156,115
Investments	12	550,000	550,000	825,001	825,001
		716,719	751,211	947,686	981,116
Current assets					
Stock	15	7,585	7,371	-	-
Debtors	16	127,250	118,837	174,018	161,164
Cash at bank and in hand		626,292	517,609	622,413	503,604
		761,127	643,817	796,431	664,768
Liabilities					
Creditors: amounts falling due within 1 year	17	(222,934)	(207,622)	(207,703)	(198,854)
Net current assets		538,193	436,195	588,728	465,914
Net assets	19	1,254,912	1,187,406	1,536,414	1,447,030
Funds					
Restricted funds	20	29,812	42,414	29,812	42,414
Unrestricted funds					
Designated funds		858,069	800,193	1,089,033	1,030,096
General funds		367,031	344,799	417,569	374,520
Total charity funds		1,254,912	1,187,406	1,536,414	1,447,030

Approved by the trustees on 22 January 2025 and signed on their behalf by



Nick Fairham - Trustee

Design West

Consolidated statement of cash flows

For the year ended 31 March 2024

	2024 £	2023 £
Cash used in operating activities:		
Net movement in funds	67,506	182,917
Adjustments for:		
Depreciation charges	42,892	43,867
Gains on investments	-	(75,000)
Dividends, interest and rents from investments	(48,661)	(36,259)
(Increase) / decrease in stock	(214)	1,262
(Increase) / decrease in debtors	(8,413)	41,013
Increase in creditors	15,312	40,097
Net cash provided by operating activities	68,422	197,897
Cash flows from investing activities:		
Dividends, interest and rents from investments	48,661	36,259
Purchase of tangible fixed assets	(8,400)	(18,926)
Net cash provided by investing activities	40,261	17,333
Increase in cash and cash equivalents in the year	108,683	215,230
Cash and cash equivalents at the beginning of the year	517,609	302,379
Cash and cash equivalents at the end of the year	626,292	517,609

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Design West

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

Design West is a charitable incorporated organisation registered in England and Wales. The registered office address is Architecture Centre, 16 Narrow Quay, Bristol, BS1 4QA.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Design West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two entities are disclosed in the notes of the charity's balance sheet. A separate Statement of Financial Activities for the charity is not presented as the charity has taken advantage of the provisions of section 24 of the SORP.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of design services is deferred until criteria for income recognition are met.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Design West

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	2024	2023
Raising funds	52%	44%
<i>Charitable activities</i>		
Design services	33%	34%
Placemaking	3%	10%
Public programme	12%	12%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Leasehold property	125 years
Office equipment	3 years
<i>Fixtures and fittings</i>	
Bespoke fixtures	5 years
Other fixtures and fittings	3 years
Leasehold improvements	10 years

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Investment in subsidiaries

The charity has one wholly owned subsidiary, Design West Trading Ltd, (registered company number 14049103). The subsidiary is used for non-primary purpose trading activities. The subsidiary undertaking is valued at cost less any cumulative impairment losses in the charity's accounts.

Design West

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

k) Investment property

Investment property is property (land or a building, or both) held to earn rentals.

Investment property is initially measured at cost, including transaction costs. Investment property is subsequently measured at fair value at the reporting date. This method of valuation applies to all the charity's investment properties.

Gains or losses arising from changes in the fair value of investment property are included in net profit or loss on the face of the Statement of Financial Activities for the period in which they arise.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

Design West

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

r) Accounting estimates and key judgements (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are: depreciation (see accounting policy 1i), the split of the property between tangible fixed assets and investments (see note 12) and the valuation of investment property see (accounting policy 1k).

2. Prior period comparatives: statement of financial activities (restated)

	Restricted £	Unrestricted £	2023 Total £
Income from:			
Donations and legacies	11,377	22,216	33,593
<i>Charitable activities</i>			
Design services	-	442,166	442,166
Placemaking	4,999	193,338	198,337
Public programme	25,000	71,681	96,681
Other trading activities	-	285,125	285,125
Investments	-	36,259	36,259
Total income	41,376	1,050,785	1,092,161
Expenditure on:			
Raising funds	-	352,304	352,304
<i>Charitable activities</i>			
Design services	7,230	363,593	370,823
Placemaking	16,171	154,579	170,750
Public programme	-	90,367	90,367
Total expenditure	23,401	960,843	984,244
Net gains on investments	-	75,000	75,000
Net income and net movement in funds	17,975	164,942	182,917

Design West

Notes to the financial statements

For the year ended 31 March 2024

3. Income from donations and legacies

	Restricted £	Unrestricted £	2024 Total £
Donations	-	2,633	2,633
Total income from donations and legacies	-	2,633	2,633

Prior period comparative:

	Restricted £	Unrestricted £	2023 Total £
Donations	-	2,216	2,216
Grants	11,377	20,000	31,377
Total income from donations and legacies	11,377	22,216	33,593

4. Income from charitable activities

	Restricted £	Unrestricted £	2024 Total £
<i>Design services</i>			
Service provision	-	556,049	556,049
<i>Placemaking</i>			
Grants	1,806	-	1,806
Service provision	-	30,695	30,695
	1,806	30,695	32,501
<i>Public programme</i>			
Grants	9,920	-	9,920
Service provision	-	400	400
Sponsorship	-	34,512	34,512
Memberships	-	18,824	18,824
Events	-	16,659	16,659
	9,920	70,395	80,315
Total income from charitable activities	11,726	657,139	668,865

Design West

Notes to the financial statements

For the year ended 31 March 2024

4. Income from charitable activities (continued)

Prior period comparative

	Restricted £	Unrestricted £	2023 Total £
<i>Design services</i>			
Service provision	-	442,166	442,166
<i>Placemaking</i>			
Grants	4,999	-	4,999
Service provision	-	193,338	193,338
	<u>4,999</u>	<u>193,338</u>	<u>198,337</u>
<i>Public programme</i>			
Grants	25,000	-	25,000
Service provision	-	5,488	5,488
Sponsorship	-	34,250	34,250
Memberships	-	20,743	20,743
Events	-	11,200	11,200
	<u>25,000</u>	<u>71,681</u>	<u>96,681</u>
Total income from charitable activities	<u>29,999</u>	<u>707,185</u>	<u>737,184</u>

5. Income from other trading activities

	2024 £	2023 £
Café/bar sales	330,435	256,194
Sponsorship	-	250
Space hire	35,383	21,218
Service provision	20,725	7,463
Total income from other trading activities	<u>386,543</u>	<u>285,125</u>

All income from other trading activities in the current and prior year was unrestricted.

6. Government grants

The charity receives government grants, defined as funding from Bristol City Council to fund charitable activities. The total value of such grants in the period ending 31 March 2024 was £1,806 (2023: £4,999). There are no unfulfilled conditions or contingencies attaching to these grants in 2023/24.

Design West

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure

	Raising funds £	Design services £	Placemaking £	Public programme £	Support and governance costs £	2024 Total £
Staff costs (note 9)	192,645	121,590	10,031	43,368	52,162	419,796
Recruitment and training	-	-	-	215	5,138	5,353
Cost of goods sold	148,500	-	-	-	-	148,500
Production	2,010	250,634	16,312	15,426	1,351	285,733
Consumables	10,298	-	-	-	-	10,298
Marketing and communications	2,562	862	420	15,719	10,486	30,049
Building costs	4,131	-	-	-	32,153	36,284
Office and admin	1,931	-	-	-	22,598	24,529
Finance and legal	13,574	-	-	-	18,264	31,838
Organisational development	-	171	-	-	3,753	3,924
Depreciation	-	-	-	-	42,892	42,892
Sub-total	375,651	373,257	26,763	74,728	188,797	1,039,196
Allocation of support and governance costs	98,932	62,442	5,152	22,271	(188,797)	-
Total expenditure	474,583	435,699	31,915	96,999	-	1,039,196

Total governance costs were £14,189 (2023: £10,117)

Design West

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued)

Prior period comparative (restated)

	Raising funds £	Design services £	Placemaking £	Public programme £	Support and governance costs £	2023 Total £
Staff costs (note 9)	141,358	107,837	30,857	38,761	33,099	351,912
Recruitment and training	-	-	-	-	6,457	6,457
Cost of goods sold	75,061	-	-	-	(1,916)	73,145
Production	49,210	207,520	120,927	17,756	843	396,256
Consumables	4,303	-	-	-	-	4,303
Marketing and communications	1,501	456	3,179	11,869	4,680	21,685
Building costs	6,292	-	-	-	31,956	38,248
Office and admin	216	-	-	2,125	24,498	26,839
Finance and legal	1,619	-	-	-	15,677	17,296
Organisational development	645	-	-	-	3,591	4,236
Depreciation	-	-	-	-	43,867	43,867
Sub-total	280,205	315,813	154,963	70,511	162,752	984,244
Allocation of support and governance costs	72,099	55,010	15,787	19,856	(162,752)	-
Total expenditure	352,304	370,823	170,750	90,367	-	984,244

Design West

Notes to the financial statements

For the year ended 31 March 2024

8. Net movement in funds

This is stated after charging:	2024 £	2023 £
Depreciation	42,892	43,867
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	225	281
Auditors' remuneration (excluding VAT)		
▪ Statutory audit	11,350	7,500
▪ Other services	1,912	1,844
	<u>11,350</u>	<u>7,500</u>
	<u>1,912</u>	<u>1,844</u>

In the current year, two trustees were reimbursed for travel and subsistence costs (2023: three trustees were reimbursed for travel and certification costs).

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements and to prepare and submit returns to the tax authorities. Our auditors have also provided occasional bookkeeping support to the charity during the year.

9. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	391,266	319,765
Social security costs	20,118	23,813
Pension costs	8,412	8,334
	<u>419,796</u>	<u>351,912</u>
Freelance staff	<u>135,247</u>	<u>112,022</u>
	<u>555,043</u>	<u>463,934</u>

No employee earned more than £60,000 during the current or prior year.

The key management personnel of the group comprise the Trustees, Director, General Manager, and Head of Design. The total employee benefits of the key management personnel were £134,382 (2023: £128,833).

	2024 No.	2023 No.
Average number of employees (headcount)	<u>21</u>	<u>20</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes. The subsidiary company distributes any profits to the charity and therefore no corporation tax is payable.

Design West

Notes to the financial statements

For the year ended 31 March 2024

11. Tangible fixed assets

Group (restated)	Leasehold property £	Office equipment £	Fixtures and fittings £	Leasehold improvement £	Total £
Cost					
At 1 April 2023	265,566	26,490	107,975	46,039	446,070
Additions in year	-	3,373	5,027	-	8,400
Disposals	-	(1,368)	-	-	(1,368)
At 31 March 2024	<u>265,566</u>	<u>28,495</u>	<u>113,002</u>	<u>46,039</u>	453,102
Depreciation					
At 1 April 2023	175,373	14,924	48,101	6,461	244,859
Charge for the year	2,124	6,018	30,146	4,604	42,892
Disposals	-	(1,368)	-	-	(1,368)
At 31 March 2024	<u>177,497</u>	<u>19,574</u>	<u>78,247</u>	<u>11,065</u>	286,383
Net book value					
At 31 March 2024	<u>88,069</u>	<u>8,921</u>	<u>34,755</u>	<u>34,974</u>	<u>166,719</u>
At 31 March 2023	<u>90,193</u>	<u>11,566</u>	<u>59,874</u>	<u>39,578</u>	<u>201,211</u>
Charity					
Cost					
At 1 April 2023	132,783	26,490	107,975	46,039	313,287
Additions in year	-	3,373	5,027	-	8,400
Disposals	-	(1,368)	-	-	(1,368)
At 31 March 2024	<u>132,783</u>	<u>28,495</u>	<u>113,002</u>	<u>46,039</u>	320,319
Depreciation					
At 1 April 2023	87,686	14,924	48,101	6,461	157,172
Charge for the year	1,062	6,018	30,146	4,604	41,830
Disposals	-	(1,368)	-	-	(1,368)
At 31 March 2024	<u>88,748</u>	<u>19,574</u>	<u>78,247</u>	<u>11,065</u>	197,634
Net book value					
At 31 March 2024	<u>44,035</u>	<u>8,921</u>	<u>34,755</u>	<u>34,974</u>	<u>122,685</u>
At 31 March 2023	<u>45,097</u>	<u>11,566</u>	<u>59,874</u>	<u>39,578</u>	<u>156,115</u>

Design West

Notes to the financial statements

For the year ended 31 March 2024

12. Investments

Group and charity

	The group		The charity	
	2024	Restated 2023	2024	2023
	£	£	£	£
Investment property	550,000	550,000	825,000	825,000
Design West Trading Limited	-	-	1	1
At 31 March	<u>550,000</u>	<u>550,000</u>	<u>825,001</u>	<u>825,001</u>

Investment property:

	The group		The charity	
	2024	Restated 2023	2024	2023
	£	£	£	£
Market value at the start of the year	550,000	475,000	825,000	712,500
Revaluation gains	-	75,000	-	112,500
Market value at 31 March	<u>550,000</u>	<u>550,000</u>	<u>825,000</u>	<u>825,000</u>

Investments in subsidiaries

The investment represents 100% of the ordinary share capital of Design West Trading Limited (company number 14049103), whose principal activity is to carry out trading activities in support of the charity. A summary of the financial results and position of trading subsidiary is given in note 13.

Investment property

16 Narrow Quay, Bristol was transferred to the charity on 24 June 1997. The property was held as a tangible fixed asset and depreciated over the 125 year leasehold term. At this time, the building was used fully by Design West for operational use. In the year ended 31 March 2017 the building became a mixed use investment property. 50% of the building is recognised as investment property and held at fair value, with the remaining 50% held as a tangible fixed asset and depreciated over the 125 year leasehold term. On consolidation, the portion of the building occupied by Design West Trading Limited is reclassified as a tangible fixed asset, resulting in 25% of the building being recognised as investment property, and the remaining 75% held as a tangible fixed asset.

An external valuation of the residential properties was carried out by Alder King LLP, chartered surveyors, in November 2023 and a fair value of £1,100,000 was reported. Unless advised to the contrary, the valuers assume that no work would be required to any building by a prospective owner or occupier to comply with regulatory requirements. Prior year valuations have been provided by the trustees.

The trustees are satisfied that the valuation provided by Alder King Property Consultants was carried out by experts with sufficient relevant qualifications, and recent experience in the location and class of the property being valued.

Design West

Notes to the financial statements

For the year ended 31 March 2024

13. Subsidiary undertakings

Design West Trading Limited

The charity owns the whole of the issued share capital (1 ordinary £1 share) of Design West Trading Limited, a company newly registered in England and Wales on 14 April 2022. The subsidiary is used for non-primary purpose trading activities. All activities have been consolidated on a line by line basis in the statement of financial activities. Available profits are donated to the charity. A summary of the results of the subsidiary is shown below:

	2024 £	2023 £
Turnover	368,546	119,110
Cost of sales	<u>(160,808)</u>	<u>(50,183)</u>
Gross profit	207,738	68,927
Administrative expenses	<u>(228,551)</u>	<u>(98,647)</u>
Loss on ordinary activities	(20,813)	(29,720)
Corporation tax	<u>-</u>	<u>-</u>
Loss for financial period	<u><u>(20,813)</u></u>	<u><u>(29,720)</u></u>
The aggregate of the assets, liabilities and funds was:		
	2024 £	2023 £
Assets	13,462	21,528
Liabilities	<u>(63,994)</u>	<u>(51,247)</u>
Funds	<u><u>(50,532)</u></u>	<u><u>(29,719)</u></u>

Design West

Notes to the financial statements

For the year ended 31 March 2024

14. Parent charity

The parent charity's gross income and the results for the year are disclosed as follows:

	2024	2023
	£	£
Gross income	791,306	992,802
Results for the year	<u>89,379</u>	<u>212,636</u>

15. Stock

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Café and bar stock	<u>7,585</u>	<u>7,371</u>	<u>-</u>	<u>-</u>

16. Debtors

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Trade debtors	122,737	110,389	120,743	110,239
Prepayments and accrued income	4,513	8,448	4,513	8,448
Amounts due from group undertakings	-	-	48,762	42,477
	<u>127,250</u>	<u>118,837</u>	<u>174,018</u>	<u>161,164</u>

17. Creditors : amounts due within 1 year

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Trade creditors	51,783	41,579	51,323	40,946
Accruals	31,799	25,579	28,549	24,379
Deferred income (see note 18)	97,190	96,767	97,190	96,767
Other taxation and social security	6,734	9,941	5,261	7,255
VAT	33,707	31,690	23,904	27,441
Other creditors	1,721	2,066	1,476	2,066
	<u>222,934</u>	<u>207,622</u>	<u>207,703</u>	<u>198,854</u>

Design West

Notes to the financial statements

For the year ended 31 March 2024

18. Deferred income

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
At 1 April 2023	96,767	45,979	96,767	45,979
Deferred during the year	97,190	96,767	97,190	96,767
Released during the year	(96,767)	(45,979)	(96,767)	(45,979)
At 31 March 2024	97,190	96,767	97,190	96,767

Deferred income relates to services paid for in advance of provision.

19. Analysis of group net assets between funds

	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	88,069	78,650	166,719
Investments	-	550,000	-	550,000
Current assets	29,812	220,000	511,315	761,127
Current liabilities	-	-	(222,934)	(222,934)
Net assets at 31 March 2024	29,812	858,069	367,031	1,254,912
Prior year comparative (restated)				
	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	90,193	111,018	201,211
Investments	-	550,000	-	550,000
Current assets	42,414	160,000	441,403	643,817
Current liabilities	-	-	(207,622)	(207,622)
Net assets at 31 March 2023	42,414	800,193	344,799	1,187,406

Design West

Notes to the financial statements

For the year ended 31 March 2024

20. Movements in group funds

	Restated At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
BCC Lockleaze	6,064	1,806	(7,870)	-	-
BCC CIL	2,144	-	-	-	2,144
Temple Commission	20,000	-	-	-	20,000
Creating Excellence Regional Fund	14,206	-	(4,750)	-	9,456
Ingenious Climate Superheroes	-	9,920	(11,708)	-	(1,788)
Total restricted funds	42,414	11,726	-	-	29,812
Unrestricted funds					
<i>Designated funds:</i>					
Building renovation	40,000	-	-	20,000	60,000
Property	640,193	-	(2,124)	-	638,069
Education	10,000	-	-	-	10,000
Programme	50,000	-	-	20,000	70,000
Organisational development	60,000	-	-	20,000	80,000
<i>Total designated funds</i>	<i>800,193</i>	<i>-</i>	<i>(2,124)</i>	<i>60,000</i>	<i>858,069</i>
General funds	344,799	1,094,976	(1,012,744)	(60,000)	367,031
Total unrestricted funds	1,144,992	1,094,976	(1,014,868)	-	1,225,100
Total funds	1,187,406	1,106,702	(1,014,868)	-	1,254,912

Purposes of restricted funds

BCC Lockleaze

Bristol City Council partnership funding for a small Placemaking project for community co-design in Lockleaze, Bristol.

BCC CIL

Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling and tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) and a 'green' route through St Pauls.

Temple Commission

Funding for public art commission in the area of Redcliffe and Temple (Cubex) to be deployed when conservation works are finished.

Creating Excellence Regional Fund

Funding from Creating Excellence to develop regional working, promoting design and placemaking into the South West regions.

Design West

Notes to the financial statements

For the year ended 31 March 2024

20. Movements in group funds (continued)

Purposes of restricted funds (continued)

Ingenious Climate Superheroes

Funding for 'Engineering Climate Superhero'. Engagement project aimed at highlighting the important role of engineers in tackling the climate emergency. Plus inspiring and informing a future generation of diverse engineers.

Purpose of designated funds

Building renovation

Buildings require continual investment and maintenance. Following the capital transformation (21/22) of the ground and first floor, the trustees have created a building fund to secure future capital work and urgent repairs. This will cover critical future work including repairing exterior render and roof renewal. It will also be used in 24/25 to assist in works to floors 2 and 3 and upgrading the energy efficiency of the building to meet forthcoming regulations.

Property

The property fund represents the net book value of the investment and leasehold property held at the year end.

Education

The Trustees have designated a fund towards the development and safeguarding of our education work with diverse young people. We anticipate that this work may be impacted by recession.

Programme

Our public programmes, including Bristol Open Doors are reliant on a dwindling pool of public subsidy. In light of austerity and the current funding climate, the trustees have put aside a fund for developing programme to cover public tours, awards and a conference (2024-2027).

Organisational development

The charity has been through a period of rapid growth. Over the past year, the trustees have tested new structural models to build capacity and enable future growth. In 2024-2025 we anticipate creating a senior business operations role in the organisation. This investment will be loss-making in the short term, thus a fund is set aside for 2024-2026 to pay for this investment.

Transfers

The transfer to designated funds represents an amount the trustees deem reasonable to allocate for a specific project.

Design West

Notes to the financial statements

For the year ended 31 March 2024

20. Movements in group (continued)

Prior year comparative (restated)

	At 1 April 2022 £	Income £	Expenditure £	Revaluation gains £	Transfers between funds £	At 31 March 2023 £
Restricted funds						
BCC Lockleaze	7,695	4,999	(6,630)	-	-	6,064
BCC CIL	2,744	-	(600)	-	-	2,144
Temple Commission	20,000	-	-	-	-	20,000
Unlocking Resilience Creating Excellence	(25,000)	25,000	-	-	-	-
Regional Fund	19,000	-	(4,794)	-	-	14,206
Education & Inspiration Fund	-	11,377	(11,377)	-	-	-
Total restricted funds	24,439	41,376	(23,401)	-	-	42,414
Unrestricted funds						
<i>Designated funds:</i>						
Building renovation	25,000	-	-	-	15,000	40,000
Property	567,317	-	(2,124)	75,000	-	640,193
Education	10,000	-	-	-	-	10,000
Programme	25,000	-	-	-	25,000	50,000
Organisational development	-	-	-	-	60,000	60,000
<i>Total designated funds</i>	627,317	-	(2,124)	75,000	100,000	800,193
General funds	349,993	1,050,785	(958,719)	-	(97,260)	344,799
Share capital	2,740	-	-	-	(2,740)	-
Total unrestricted funds	980,050	1,050,785	(960,843)	75,000	-	1,144,992
Total funds	1,004,489	1,092,161	(984,244)	75,000	-	1,187,406

Design West

Notes to the financial statements

For the year ended 31 March 2024

21. Related party transactions

During the year, C Kwiatkowski, trustee, was paid for design services by the charity totalling £2,009 (2023: £3,581). No amounts were outstanding at year end.

N Fairham, trustee, is a director of Building Design Partnership (BDP). During the year, the charity received £235 from BDP for space hire (2023: £Nil). No amounts were outstanding at year end.

In the prior year, the charity paid £4,740 to Creating Excellence for Design Review Services. This entity was connected through Dominic Murphy who was a trustee of Design West and director of Creating Excellence until it was dissolved on 3 January 2024.

Design West Trading Limited (wholly owned subsidiary of Design West)

Design West Trading Limited was incorporated on 14 April 2022 and is a wholly owned subsidiary of Design West. At 31 March 2024, Design West Trading Limited owed Design West £48,762 (2023: £42,477).

22. Prior period restatement

Prior period funds, expenditure, gains on investment, leasehold property and investment property have been restated in the group accounts to reflect the correct classification of the mixed-use property between tangible fixed assets and investments.

Funds brought forward

This has affected funds brought forward, as follows:

The group	Restricted funds £	Designated funds £	General funds £	Share capital £	Total funds £
Funds as originally stated at 1 April 2022	24,439	818,659	349,993	2,740	1,195,831
Adjustment to property classification	-	(191,342)	-	-	(191,342)
Funds as restated at 1 April 2022	<u>24,439</u>	<u>627,317</u>	<u>349,993</u>	<u>2,740</u>	<u>1,004,489</u>
Funds as originally stated at 31 March 2023	42,414	1,030,097	344,799	-	1,417,310
Adjustment to property classification	-	(229,904)	-	-	(229,904)
Funds as restated at 31 March 2023	<u>42,414</u>	<u>800,193</u>	<u>344,799</u>	<u>-</u>	<u>1,187,406</u>

Expenditure

Expenditure balances shown in the SoFA have been affected as follows:

	Raising funds £	Charitable activities £	Total expenditure £
Expenditure as originally stated at 31 March 2023	351,897	631,285	983,182
Adjustment to depreciation charge in year	407	655	1,062
Expenditure as restated in 31 March 2023	<u>352,304</u>	<u>631,940</u>	<u>984,244</u>

Design West

Notes to the financial statements

For the year ended 31 March 2024

22. Prior period restatement (continued)

Gains on investment

Gains on investment shown in the SoFA has been affected as follows:

	Gains on investment £
Gains on investment as originally stated at 31 March 2023	112,500
Adjustment to gains on investment in year	<u>(37,500)</u>
Gains on investment as restated in 31 March 2023	<u><u>75,000</u></u>

Leasehold property

This has affected leasehold property brought forward, as follows:

	The group £
Leasehold property balance as originally stated at 31 March 2023	45,097
Adjustment to property classification	<u>45,096</u>
Leasehold property balance restated at 31 March 2023	<u><u>90,193</u></u>

Investment property

This has affected investment property brought forward, as follows:

	The group £
Investment property balance as originally stated at 31 March 2023	825,000
Adjustment to property classification	<u>(275,000)</u>
Investment property balance restated at 31 March 2023	<u><u>550,000</u></u>

Design West

England & Wales - Charity number 290575

Accounts

Charity no. 290575

Design West
Report and Audited Financial Statements
31 March 2023

Design West

Reference and administrative details

For the year ended 31 March 2023

Charity number	290575																								
Registered office and operational address	Architecture Centre 16 Narrow Quay Bristol BS1 4QA																								
Trustees	<p>The trustees who served during the year and up to the date of this report were as follows:</p> <table><tr><td>N Childs</td><td>Chair</td></tr><tr><td>G Eddy</td><td></td></tr><tr><td>N Fairham</td><td>Appointed 21 July 2023</td></tr><tr><td>S Hilton</td><td></td></tr><tr><td>C Kwiatkowski</td><td></td></tr><tr><td>S Loyn</td><td></td></tr><tr><td>E Marco Burguete</td><td></td></tr><tr><td>C Mckeivor</td><td>Secretary - Appointed 1 February 2023</td></tr><tr><td>D Murphy</td><td></td></tr><tr><td>T Russell</td><td>Resigned 14 April 2023</td></tr><tr><td>H Salih</td><td></td></tr><tr><td>D Waterhouse</td><td></td></tr></table>	N Childs	Chair	G Eddy		N Fairham	Appointed 21 July 2023	S Hilton		C Kwiatkowski		S Loyn		E Marco Burguete		C Mckeivor	Secretary - Appointed 1 February 2023	D Murphy		T Russell	Resigned 14 April 2023	H Salih		D Waterhouse	
N Childs	Chair																								
G Eddy																									
N Fairham	Appointed 21 July 2023																								
S Hilton																									
C Kwiatkowski																									
S Loyn																									
E Marco Burguete																									
C Mckeivor	Secretary - Appointed 1 February 2023																								
D Murphy																									
T Russell	Resigned 14 April 2023																								
H Salih																									
D Waterhouse																									
Bankers	Natwest Bank plc 45 / 49 Broadmead Bristol BS1 3EU																								
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD																								

Design West

Report of the trustees

For the year ended 31 March 2023

The Board of Trustees presents its annual report and financial statements for Design West for the year ended 31 March 2023. The financial statements comply with current statutory requirements, the constitution and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

INTRODUCTION

Over the past year the charity has continued our growth trajectory and transformation programme. Following the renovation of our harbourside venue in 2021, in 2022, we completed work to the first and second floors. In Summer 2022 we worked with support from Vinci Foundation and Clothmakers Foundation to improve our education space and open up our venue for public programmes. We also began to use the café bar for education and public engagement.

The year saw the charity expand our regional work. We commenced Design Review services with Exeter City Council and Cornwall, worked in 14 regions and delivered our first public programme in Exeter.

In September 2022, the charity completed a significant milestone, after three years of planning, the charity commission approved our conversion to a Charitable Incorporated Organisation. This modernisation of our structure was followed by the Trustees voting to change the legal name of the charity from Bristol Centre for the Advancement of Architecture Limited to Design West.

In December 2022, we were named **Best UK Non-Profit Organisation at the Thornton Education Trust Awards** at the Building Centre in London. At the end of the financial year, we also set out to recruit a new chair of Trustees, following six years of loyal service from our current chair Nicholas Childs.

It is testament to our outstanding team, Board, collaborators, audiences, funders and supporters, that the charity again recorded a year of growth, increasing our impact on the world around us.

1) OBJECTIVES & ACTIVITIES

The design of our built and natural environment has a profound impact on all of our lives on a daily basis. Our health and wellbeing, our economy and our climate is all dependent on the design choices we make. Everyone in our society is impacted by the quality of the homes we live in, by the design of our commutes and our communities, by the design of our schools, hospitals, our blue and green spaces, and the public realm we share. Globally, it is estimated that the built environment is responsible for 40% of carbon emissions. In the context of a climate emergency, Design West has a key role to play in advocating for sustainable architecture and design.

Founded in 1996, Design West is a centre of excellence for design and placemaking. Our mission is to inspire the public, politicians and professionals across the built environment to design, better, healthier, places to live, work and relax. We learn from our heritage to build our future. Our objects are to advance education and research in, and to foster public appreciation of, architecture and its related disciplines. As a registered charity we put design and social value at our heart.

Our programmes inspire, inform and involve people in the design of the world around them. We work across sectors and society to innovate, co-design and challenge. We are international and local, bringing the best people together to shape better places. We are, collaborative, creative, expert, independent, open and visionary.

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We seek to achieve our objectives through:

- **Design Services**
Our independent Design Review service supports local authorities and developers to shape better places across the South West. This service brings together the best international and national expertise to shape the design of developments for public benefit, raising the bar for architecture, landscape, and urban design, and promoting a culture of good design in the region.
- **Placemaking**
We bring people together to co-design and vision great places. We collaborate with public and private sectors, engaging citizens with opportunities to influence the design of their place.
- **Public Engagement**
Our world class public programmes inspire and involve. From the Stirling Prize lecture to environmental pioneers, and Bristol Open Doors we engage audiences with the built and natural environment.
- **Education**
We develop skills for the future. Our award-winning Shape My City programme accelerates the best diverse talent in partnership with schools, universities, local authorities and the private sector.
- **Strategy**
From housing to the climate crisis, we address the challenges of today, working with local government to translate ambition into deliverable visions.

2) ACHIEVEMENTS & PERFORMANCE

During the year our activities reached over 500,000 people.

Public Programme

Audiences began to return to our programmes post-pandemic:

- 60,122 people visited our new venue;
- 3,655 people experienced our public programmes;
- 2,082 attended our monthly talks, 326 people took part in workshops;
- 154 bookings of our venue spaces for 3,011 people; and
- 47 partner programme events at our venue.

Digital Audiences

- 52,059 people visited our websites during the year (34,475 Design West & 17,584 BOD);
- 16,475 people subscribed to our newsletters;
- >500,000 people experienced our work through broadcast, online and social media;

Design & Policy Review

- 120 of the best cross-sector professionals served on our expert panels;
- We conducted 93 Design Reviews of developments right across the South West
 - 58 in the West of England (Bristol, Bath & North East Somerset, South Gloucestershire & North Somerset);

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- 33 in the Wider South West including Bournemouth, Cornwall, Devon, Exeter, Swindon and Wiltshire;
- 2 Infrastructure Reviews; and
- We advised on improvements to >26,000 homes, 6 schools (2,345 school places), 7,306 student beds, care homes, co-housing and sheltered living, a stadium, Bristol City Centre, a new neighbourhood and a zoo.

Placemaking

Our placemaking work saw:

- 13 workshops including facilitating engagement in shaping the BANES Local Plan;
- 1 co-designed Strategy for Young People's Provision and a Strategic Brief for Sidmouth Youth Hub; and
- 100,000+ people again benefit from placemaking project The Green Way – using the new outdoor furniture and bike parking or experiencing the murals we commissioned and experiencing the designed Lockleaze cycle way.

Education, Young People & Volunteering

- 29 diverse young people from 13 schools across Bristol people joined our Shape My City diverse talent accelerator programme;
- 100 students from UWE took part in a new co-developed strand of our programme Architecture Anonymous;
- Young people from Chew Valley School contributed to the BANES Local Plan; and
- We worked safely with 286 volunteers in total across our public and placemaking programmes.

PROGRAMME

Design West is a place where design, discussion, culture and communities converge. As a world-leading centre for design and creative placemaking, we enable everyone to actively engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad through our public programme. This year we continued to build back audiences post-covid. 3,505 people took part in our public programmes and workshops, with 2,082 people booking tickets for our core events programme.

National & International Talks Programme

In 2022/23 we featured keynote talks from national and international speakers addressing topics of global significance, from retrofit and designing for a climate emergency, to the future of travel, the impact of artificial intelligence and modern methods of construction on our built environment and how nature-led design is transforming our planet. We also formally partnered with RIBA to deliver high profile public talks in Bristol and Exeter.

Highlights included:

- In April we asked the public 'are our cities ready for a new era of travel?' Sam Pooke, Senior Policy Manager (Voi), Dr Kiron Chatterjee, Associate Professor in Travel Behaviour (UWE Bristol), Zoe Banks Gross, Head of Partnerships & Public Affairs (Sustrans) & Donald Alexander, Cabinet

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Member for Transport (Bristol City Council) discussed with the audience how we design and adapt our cities in the face of changing travel behaviours, and the climate emergency.

- In June we worked with the Landscape Institute, Grimshaw and the Eden Project on 'Gardens of Eden' a public lecture looking at the impact of Cornwall's iconic design-led nature project on the region and world. Lead architect Jolyon Brewis (Grimshaw) and landscape architect Jane Knight (Eden Project International) engaged a mixed audience at Arnolfini with the public benefit of the original project and the stories of new Eden Projects planned for Morecambe and Qingdao.
- In July we worked with the Department for Levelling Up, Housing and Communities (DLUHC) and WECA to arrange an evening talk on Levelling Up at Watershed in Bristol. The event helped the public, politicians and professionals understand the government ambition for design and placemaking and the likely impact of proposed changes to the planning system. Chief Planner Joanna Averley (DLUHC), Tim Crawshaw (President RTPI), Jackie Sadek (Urban Regeneration & former government advisor) and Patricia Greer (Chief Executive, WECA) contributed to the event chaired by architect Keith Bradley (FCB Studios). The talk sold out in advance and spirited debate continued into the evening at our café bar The Architect.

"Massive congratulations on a great day. I was most privileged to be part of it & enjoyed it all hugely. Your work is a total triumph, and the ability to continue the conversation in The Architect Bar after events is truly inspired. I go around the country all the time & I have to say, hand on heart, I do not think any place in the UK has a better platform for growth than you." **Jackie Sadek, Urban Strategy**

- The energy crisis, and climate change took centre stage in October, catching audience enthusiasm with a brilliant debate, 'Retrofit'. The UK has the oldest, coldest buildings in Europe and 80% of us will be living in these while we try to meet our climate commitments in 2030. We asked Dr Natasha Watson (Buro Happold), Bob Prewett (Prewett Bizley) and Ian Preston (Director of Household Energy Services, CSE) to discuss the change needed. In a landmark national project, Cllr Kye Dudd gave the audience an overview of City Leap a ground-breaking 20-yr partnership between Bristol City Council and Ameresco to upgrade and decarbonise our city energy systems to net zero. Bob Prewett went on to be shortlisted on Grand Designs' House of the Year (Channel 4, Nov 22).
- In October we also partnered with UWE Bristol and Agile Homes on the first Radical Housing Conference. In a world where an affordable home has become the oxymoron of our time, the event looked at how affordable, inclusive housing could be provided in new ways. Speakers included Richard Bacon MP, Paul Chatterton (LILAC Cohousing), Francesca Albanese (Crisis), Guy Harris (Accessible PRS) and our Trustee Elena Marco (UWE Bristol).

"Design West has done a brilliant job developing creative and artistic engagement with architecture over the last 20 years. It is an organisation that consistently challenges itself to innovate, excel and take artistic risks, combining a passion for design excellence with a great track record for bringing people and places together."

Phil Gibby, Area Director, South West, Arts Council England

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- A key aim for 2022 was to build a stronger partnership with the RIBA and to work more regionally (with support from the Creating Excellence Fund). The Stirling Prize is the UK's most prestigious architecture award, given to the architect of the building thought to be the most significant of the year for the evolution of architecture and the built environment. The Stirling Prize also marks a key opportunity for audiences to witness design excellence. In parallel with our expanding Design Review Service, the charity is keen to bring leading architects, architectural ideas, and project teams to regional centres, and audiences who don't often get opportunity to engage with this level of excellence.
- In December 2022 we brought the Stirling Prize winners Niall McLaughlin Architects, and RIBA President Simon Alford to Bristol (Arnolfini) and Exeter (RAMM) for our new annual Stirling Prize Lectures. These sold out events widened audiences for architecture and design and brought together key stakeholders and leaders with the power to create change.

"The RIBA were delighted to collaborate with Design West to bring the 2022 Stirling Prize winners to speak in Exeter and Bristol. Despite a rail strike both speakers and audience made a heroic effort to be there in person, which reminded us all of the critical energy and intelligence provided by a room full of interested parties. The talks and conversation reached an audience not normally so well served and the whole event was well received and enjoyed. RIBA look forward to working with Design West in the future to help ensure that people in the South West are engaged and inspired by the very best architects and architecture". **Simon Allford, RIBA President (2021-23)**

Design West remains the only place in the South West for inspiration, information, and debate about the design of our built environment, and the impact of design decisions on environment, economy, equality and health.

DESIGN & POLICY SERVICES

The South West of England is growing, with >100,000 new homes set to be built across the West of England Combined Authority alone by 2036.

Design West support local authorities, public sector bodies, councillors, and developers to design high quality and more sustainable places. We help to ensure that the pressure for growth, does not compromise quality, and provide support to authorities that are often under-resourced, whilst giving developers access to the best interdisciplinary advice on design and placemaking.

Building on a long history of bringing people together to shape better places, Design West runs an independent design review service across the South West. We now convene over 100 professionals that represent the best cross-sector talent in the region, with specialisms in design, housing, climate resilience and net zero, engineering, transport and active travel, landscape, heritage, accessibility, inclusive growth and placemaking. The expert panels provide independent guidance early in the planning process for significant development proposals. The Design Review process leads directly to design improvements for citizens and the environment whilst often adding value to projects.

Our design review and policy support services continued to be in high demand. In 2022, we signed new agreements with Exeter City Council and Cornwall Council to raise the bar for architecture and design. (This builds on the union with Creating Excellence in 2021).

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In 2022/23, we conducted 93 Design Reviews, up from 71 in the previous year, and finished the year ahead of target. This included 58 in the 'West of England' area and 33 in the wider South West including Devon, Exeter, Swindon, Plymouth and Dorset.

Our panel chairs for 2022/23 were as follows: Bristol, Cora Kwiatkowski (Dipl.-Ing. Arch RIBA) and Jane Fowles (BA(Hons) DipLA (Hons) MA UD CMLI); South Gloucestershire and BANES, Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA), North Somerset, Juliet Bidgood (MA Dip Arch RIBA), Exeter, Richard Rose Casemore (BA (Arch) Dip Arch (Dist) FRSA RIBA) and Yuli Cadney-Toh (BA (Arch) Hon Dip Arch RIBA), and Cornwall, Frazer Osment (MPhil UD BA (Hons) LA CMLI). We continue to refresh and diversify our panellists to bring new critical skills and experience and to improve gender balance and diversity. We thank our chairs and all of our valued expert panellists for their commitment and contribution to this charitable work.

"Design West has built relationships across the sector enabling them to form panels which act as a 'critical friend' to local authorities ensuring emerging plans and strategies meet the ambitions and needs of the communities they serve."

Sophie Camburn, Director, Arup

"There's not a scheme that's gone to Design West that hasn't improved as a result. These are professionals at the top of their game."

Chris Griggs, Principal Planning Officer, Bath & North East Somerset Council

"Design West acts as a critical friend to the council, providing design review on a regular basis alongside policy and strategy review. The panel members' wide ranging expertise helps the council make robust and well balanced decisions and is an excellent resource for officers and members to draw on."

Cllr Nicola Beech, Cabinet Lead Spatial Planning and City Design – Bristol City Council

Design Review Highlights

Key schemes reviewed during the year included city centre sites Castle Park and The Galleries in Bristol, >2,000 homes and employment land at the new neighbourhood of Brabazon in South Gloucestershire, >2,000 homes in Cornwall, planned schools in North Somerset and Patchway, retirement villages, police stations, care homes, sheltered housing and over 7,000 student beds. The panels also helped shape plans for the new rugby stadium in Bath.

Notably the service has particularly supported developers to change their designs with practical interventions to create better, healthier places to live and work, through:

- Prioritising active travel;
- Improving biodiversity & landscape;
- Improving the character & build quality of developments;
- Guidance on designing for health, well-being & the creation of new communities (e.g. student accommodation & residential-led developments);
- Supporting zero carbon strategies & sustainable transport;
- Accessible & inclusive design; and
- Design & viability advice for creating economically sustainable places.

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“Exeter City Council have found the Exeter Design Quality Group formed with Design West has helped drive up design standards in the city. The panellists convened by Design West combine local knowledge with national and international expertise. Working in collaboration with Exeter City Council, Design Reviews are pushing developers to deliver schemes that help the council deliver on its commitment to a Liveable Exeter.”

Ian Collinson, Head of Regeneration & Housing, Exeter City Council

“Can you share my appreciation to the panel for their time & constructive advice. I have attended a few of these over the years & I have to say the conduct & approach taken by the panel was by far the best. I would encourage anyone to come & share their ideas with you.”

Emma Geater, Associate Director, Crest Nicholson

PLACEMAKING

Our Placemaking work brings the public, politicians, and professionals together to shape better places.

West of England Placemaking Charter

In July 2022 we worked with the West of England Combined Authority (WECA) to launch the first Placemaking Charter for the West of England. Developed through the pandemic, with public and third sector stakeholders, council officers, politicians and the design and development sector, The Placemaking Charter provides a framework for developers, communities and public sector partners to create places that are: future-ready, connected, biodiverse, characterful, healthy and inclusive.

The charter represents a commitment to bring forward clean, inclusive growth and to create healthy, happy places that contribute to addressing the climate and ecological emergencies.

The launch was attended by, the Department for Levelling Up Homes and Communities including Chief Planner Joanna Averley, the CEO of WECA, and cross-sector/societal leads from AECOM, Arup, Atkins, the Black South West Network, Historic England, the Landscape Institute, Natural England, RIBA, Savilles, Sustrans, Visit West and WECIL.

Placemaking Strategies for Clevedon & Nailsea

Design West continued to work with public, professional and political stakeholders from Clevedon, Nailsea and North Somerset Council to develop Placemaking Strategies for the two towns.

Building on the visioning of local people, and young voices from the towns, Design West’s network of experts fed into the workshops to help visualise, and test proposals. Design West supported local people with feasibility and parking studies, landscape designs and more technical work at the request of each group as the projects progressed.

The draft strategies presented by the stakeholders launched in July 2023, with a stakeholder event at Design West followed by a talk on the ‘Rise of Towns’ at Arnolfini featuring Wayne Hemingway, and our team. North Somerset Council’s Alex Hearn (Assistant Director of Placemaking and Growth) spoke about the projects and his work in Weston-Super-Mare. We gave free tickets to people from the towns of Clevedon and Nailsea, putting on a coach for their visit, and enabling them to hear about successful design and culture-led regeneration of UK Towns.

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Led by Design West, the project is run in partnership with Nailsea and Clevedon Town Councils, design agency Maya, Theatre Company Show of Strength, AHMM Architects, Studio Hive, Inner Circle, Weston College, North Somerset Council and the people of each town.

"I am writing to say how much I enjoyed attending the recent Two Towns Placemaking Celebration. The event was a wonderful opportunity to learn, in a very entertaining and informative way, about what has, and could be achieved under the umbrella of placemaking. Listening to Wayne, Pippa and Alex at the Public Talk was quite inspirational.

We are very positive about the future and the part that we have the potential to play in it. We appreciate the opportunities for networking and learning that your invitation to this event gave us."

Adele Gardener, Clevedon & District Community Land Trust

"I just wanted to say well done and thank you for organising and hosting the events yesterday. A number of the participants said to me how much they had enjoyed it and how impressed they were with all the speakers. I think you achieved exactly what you set out to - celebrate achievements and stimulate people's ambition and enthusiasm for making a real positive difference to their towns. The bus on the way back was full of chatter and I believe at least one group convened to the pub for further debate!"

Rachel Lewis, Regeneration Manager, North Somerset Council

Bath & North East Somerset Local Plan

In spring 2023, Design West were commissioned to support engagement work for Bath & North East Somerset Council on the developing Local Plan, ensuring that a range of voices inputted into the strategy. We ran workshops across the region to bring together seldom heard voices, including a session with young people from Chew Valley High School. The approach builds on the West of England Placemaking Charter.

Other Placemaking Projects run during the year included co-development of a Planning Charter for Exeter City Council, a Young People's Strategy for Sidmouth, looking at infrastructure and architectural needs, the Lockleaze public realm contract with Bristol City Council and a brief for Clevedon Library (RIBA Stage 1) building on emerging needs from the Two Towns project.

EDUCATION PROGRAMME

Design West is a national leader in place-based education. We inspire young people of all ages in the built environment, and open-up career pathways, intervening to provide valuable opportunities which many young people would otherwise not have. We believe that successful places of the future need a diverse workforce to design them.

Our work is desperately needed by the sector. 1% of British Architects are black, 12% of UK Engineers are women, 5% of Construction Directors and Senior Managers are BAME. Only 7% of Directors, and 5% of Senior Directors in the Private Planning Sector are women.

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Shape My City (15 – 18 yrs.)

Shape My City offers high quality careers development support aimed at girls and young people from BAME and lower socio-economic backgrounds, making a tangible impact on their lives, whilst working towards building a more diverse and representative built environment sector.

“Design West’s innovative Shape My City Programme is an essential initiative that empowers young people from diverse backgrounds to enter the built environment sector. Inspired by Stephen Lawrence, the programme is designed to tackle the lack of diversity in the sector, to identify and nurture young talent, so that in future our city is shaped by professionals who better represent the communities that they serve.

Built in partnership with Bristol’s schools, communities, world-class universities and companies, the programme builds confidence, skills and networks for young Bristolians. Designed for maximum impact, the programme gives young people a voice in live development happening across our city today, ensuring everyone can access the industry, and delivers two-way change in the companies that engage. As our city continues to grow and become more diverse, Bristol is proud to be home to this award-winning programme.”

Marvin Rees, Mayor of Bristol

“Being part of Shape My City makes me believe I can have a real effect on our city, should I really try.”
Shape My City Graduate

In Summer 2022 our reinvigorated programme saw exceptional outcomes:

Over 85% of participants reported growth in:

- An increase in confidence;
- Strength to recognise individual skills;
- Confidence to influence change in their environment;
- Knowledge of how to reach goals;
- Ability to communicate with authority; and
- Collaboration.

Some of the student voices are captured below.

“Being part of Shape My City makes me believe I can gain the skills I need to get the career I want.”

“Being part of Shape My City makes me believe I can work well with a diverse range of people and work in collaboration with others to create a collective outcome.”

“The best thing about Shape My City was going to live development sites and learning about different companies!”

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In Autumn 2022 we took on a new cohort of students, the charity went into school assemblies to further increase and diversify our intake. 50 young people applied, with 29 students accepted from 13 schools, 63% of the students identify as BAME and 60% are female (this beats our 60% target). In Winter 2022 Shankari Raj returned from maternity leave to lead the programme from Rebecca Nixon (AHMM secondment).

“Shape My City lifts the lid on a number of key disciplines that help shape the places we live, work and play. Seeing the various cohorts engage with, question, and understand these complex topics helps to show that they have a role to play in the future of our cities.”

Jason Ramlugon, Senior Architect, AHMM

In December 2022 the programme was awarded a **special commendation** in the category of ‘Long Term Youth Programme’ at the **Thornton Education Trust Awards** at the Building Centre in London.

We thank the organisations who signed up to take part in the academic year, namely AHMM, Arup, AWW, Bristol City Council, Churchman Thornhill Finch, Dandara, English Heritage, FCB Studios, Purcell, Ramboll and Stantec. We extend our thanks to all the volunteer professional inspirers, young people and university students who give their energy, enthusiasm and skills to the transformative programme.

“The Shape My City programme is truly a guiding light in inspiring and empowering future generations, especially in providing invaluable opportunities to talented young individuals who might otherwise lack access, notably those from underrepresented socio-economic groups.”

Victoria Thornton OBE, Thornton Education Trust

Architecture Anonymous (18 – 23 yrs)

In partnership with students from UWE Bristol, we developed a peer-to-peer monthly event for students to build confidence in presenting their work, pitching and sharing ideas. Termed Architecture Anonymous, the event grew from a series of conversations with students who identified the need to develop confidence, and to do this in a safe and nurturing space. Design West offered space and audio visual facilities in the ground floor café-bar supporting the students with the concept, marketing and production of the event series.

3) FINANCIAL REVIEW

2022/23 saw Design West again report the highest turnover on record as the organisation continued to grow and build impact, whilst finalising the capital project on the first and second floors.

Turnover grew to £1.1M, a 32% increase on the previous year (£825K), reflecting another step forward for the charity. The Trustees are pleased to report a quadrupling in income since 2018, under the leadership of the current director and team, which represents the advances made by the organisation with respect to delivering key services, generating demand from larger audiences and forging stronger valued partnerships.

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The year was particularly strong for our charitable services, Design Services and Placemaking. Design Services grew by 40% from £315K 2021/22 to £442K in 2022/23, as we partnered with more Local Planning Authorities to deliver Design and Policy Review work across the South West. Under times of austerity, LPAs see real value in working with a strong third sector organisation, to drive up the design quality of developments, to meet social, economic and environmental agendas. In the year, our Director and Heads of Design and Planning Services worked to deliver two new contracts with Exeter and Cornwall City Councils, expanding our services to the South Western tip of the UK, in addition to retaining contracts across WECA and North Somerset. Placemaking revenue increased to £198K from £140K in 2021/22, as Design West continued to develop the Placemaking offer, with major projects in North Somerset, and smaller projects in Bath, Bristol and Sidmouth.

The Design Services work drives up architectural and design quality, promoting understanding of design with local authorities, and amongst developers and elected members, whilst improving the quality of the built environment for the public. Income is raised from both local authorities and the development and planning sector. Placemaking services sees the charity bring together politicians, professionals and a broad cross-section of the public to inspire and support these stakeholders to co-design and vision great places (centering great design and architecture in social, health and economic benefits). This work is primarily won through competitive tenders, and sometimes through direct commissions linked to existing service level agreements. Design West overperformed in these areas against the starting budget for the year, and prioritised these opportunities through the year.

Public programmes performed well in a UK context of challenging economic circumstances. Audiences continued to return to live talks and events, demonstrating the value of the activities, although event box office income remains at 50% of pre-pandemic levels, whilst production costs escalate with inflation. The Shape My City education programme was fully sponsored for the first time, as we collaborated with more top companies in the Built Environment Sector. Public Funding for programme continues to be difficult to secure, and with Bristol City Council's repeated deferral of cultural funding programmes, we finished behind target on grant income. The wider sector report that fundraising and development roles are themselves difficult to sustain financially, we made the decision to discontinue our development role mid-year, and will re-structure development in the next financial year. Note that there was no Bristol Open Doors event in 2022, as the charity moves to a more sustainable model of delivering public engagement with architecture.

Design West is a lean, efficient and dynamic charity. Public programme always requires an element of public subsidy but in the context of austerity, and reduced public funding, the charity took the decision to prioritise driving the growth of services, where income is more stable, over investing a large amount of resource into risk-heavy charitable bid-writing, in order to cross-subsidise our programme. The charity will always seek to develop a healthy range of income sources and to think effectively about where to invest the team resource for maximum return.

In September 2022 as planned, the charity financially separated café bar activity (The Architect) into a wholly owned trading subsidiary 'Design West Trading'. This separation of accounting and administrative function, will enable better financial control, and minimize risk to the parent charity. The end of year figures for the Trading Arm show an in-year loss of £30K for Sept – Mar, as the financial data only includes the winter months, we anticipate better figures for 2023/24 when a full year of trading through summer and winter is reported. As a new business, The Architect is building trade, but the board recognizes the challenging environment for hospitality businesses (high cost of consumables, energy and wages, and customers facing a 'cost of living crisis') and is taking advice from the best hospitality advisors to drive up trade whilst keeping costs low, aiming to return a strong surplus position by year three.

The Board recognises that several benefits of The Architect are not captured in the finances. In 2022/23 Design West had over 60,000 visitors to our venue, with the vast majority of this footfall driven by The

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Architect; the space plays a key role in hosting public programme, public debates, learning sessions with UWE students (Architecture Anonymous), exhibitions and book events through the year, and is a meeting place, enabling knowledge exchange in architecture and design; the Design West Trading team service charitable activity (managing the logistics of design review sessions, space hires, and catering for partner programmes) for the parent charity. As a new Trading Arm, the Board are working to accurately capture this relationship financially, whilst continuing to drive sales, and have the current model under review.

Expenditure for the year was £983K. Careful cost control, meant that the charity is pleased to report an in-year surplus (£109K before investment gains of £112K), enabling the Trustees to invest in some critical designated funds for the future, and allowing the charity to build reserves commensurate with our size. Design West seeks to obtain value for money across all areas of our work, with regular cost reviews, and careful procurement, whilst being a fair employer.

Design West frequently receives scam emails, and requests, which the organisation is careful to prevent through tight processes, and regular briefings. In Sept 22, Design West was subject to a fraudulent transaction for £9,600, due to human error. Thankfully, through quick and diligent action by the charity, this transaction was later returned by the bank. Design West undertook a full review, strengthened our processes, and the finance administrator undertook training in the increasingly elaborate methods of scammers, which was shared with the team.

Salary Costs finished the year below budget (as the charity chose to postpone recruitment of some key posts) but increased from £280K in 21/22 to £352K (of which the Trading Arm is £72K) as the core team expanded as planned, and the café bar opened on Mondays. Like all organisations post-pandemic, the charity is experiencing pressure to recruit and retain talented staff in the midst of a cost-of-living crisis and high inflation. In 2022/23, the charity implemented two 3% salary rises to staff, in April and September (4.5% across the year) to help with the cost of living, and trialed a small performance-related bonus scheme to help retain and reward talented staff, something the Trustees will develop further in 2023/24.

We finished the year in a strong and stable financial position. Restricted reserves are at £42,414 this includes £14,206 left in the three-year Creating Excellence Fund for regional work, £20,000 held for a commission at Temple Church once English Heritage site repairs are finished and small amounts for Placemaking commissions to be spent in 2023/2024. The final instalment (£25,000) for the covid-hit Unlocking Resilience project for Bristol Open Doors 2021 was successfully drawn down with a glowing review from the Heritage Fund in 2022.

Unrestricted reserves total £1,374,896 which includes designated funds including the leasehold property (£870,097), designated cash funds of £160K and a general fund of £344,799. The general fund contains our unrestricted net current assets of approximately £233,781 (up £18K from £216K in the previous year) and tangible fixed assets of £111,018.

The Trustees have designated funds for projects where future spend is needed. This includes setting aside funds for building renovation following the main capital project that finished this year (£40K), as the roof, rear render and lift have a limited lifespan and may soon need investment. Funds have also been set aside for education (£10K) to safeguard Shape My City, as sponsorship may dip in the predicted recession. The Trustees have designated funding for Public Programme, which always requires subsidy, and the charity is developing plans for more regular programme at Design West, and a reimagining of Bristol Open Doors. The need to strengthen the Design West core team is a top priority for the next three years. The Trustees have thus also set aside a designated fund for Organisational Development to help subsidise the early phase of this growth.

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During the preparation of these accounts, Design West had our building revalued. This followed two and a half years of renovation work. The valuation described an increase in the value of the leasehold asset from £531K in 2016/17 to £1.1M in November 2023. The Trustees have recalculated the valuation of the property as £950K at 31 Mar 2022, this value has been restated in the accounts. The property continues to be split as 25% leasehold property and 75% investment property for accounting purposes.

The Trustees are pleased to report a responsible reserves position leading into 2023/24, and a strong mix of income streams now supporting our activities. With clear leadership and the support of new and existing clients for our impactful work, we are confident in our sustainable future.

Risk Management

The Board of Trustees has considered the major risks to which Design West is exposed, and have developed a plan to mitigate exposure. These are reviewed quarterly, with escalation of any major changes between meetings. The Board hold a live risk register to track and mitigate exposure to risks, and to take action. The team regularly discuss risk mitigation and feed into the register.

The principal risks identified include, financial pressures on local government and the impact of recession on the built environment sector and design review. Design West mitigate this through maintaining quality of service, value for money, networking and increased involvement on a national level with the Design Network. The client base is geographically large, the charity has developed a range of income streams and has built strong reserves to help the charity weather short-to-medium term impacts of recession.

Finally the Trustees recognise the need to invest in operational stability in a growing charity, creating new senior roles to manage growth, and retain existing talent. This will be addressed through a new three-year business plan, and operational review, alongside the development of appropriate staff benefits, training and performance packages.

Design West has stringent financial processes. Budgets and cashflow positions are carefully monitored throughout the year to ensure any risks are identified and mitigated at an early stage. Overhead and administration costs are reviewed annually to ensure maximum cost efficiency and value for money. We continually look for ways to maximise income and make efficiency savings without compromising public benefit or the quality of the offer.

Reserves Policy

Design West's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The Trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the Trustees' agree that in order to weather variations in cash flow our free reserves should reach six months expenditure (£345,000) as a general reserve. In addition to this, the Board have assigned designated reserves funds. At the end of March 2023 the Board are pleased to report significant progress against our business plan. Unrestricted free reserves increased to £233,781 in the general unrestricted reserve fund, and £160,000 in the designated funds described above. The Trustees will continue to balance holding strong reserves for the organisation, with the ongoing business risks, including Covid-19, recession, and the cost of living crisis.

The Trustees believe that the current business plan make the business a going concern and are confident of a mixed income stream over the next 3 years. The organisation has a 125-year lease asset

Design West

Report of the trustees

For the year ended 31 March 2023

that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review and Placemaking Services.

4) STRUCTURE, GOVERNANCE & MANAGEMENT

Constitution, Organisational Structure & Name Change

Design West is a charitable incorporated organisation (CIO), the constitution is the primary governing document of the charity.

The charity operates with a Board of Trustees who are non-executive and unpaid, and who meet quarterly. Over the past three years, Director Dr Anna Rutherford has been working with the Chair and the Board to make sustainable strategic change across the organisation, including developing the structure, finance and impact model, and the policies and processes of the organisation.

During the year the Board completed the process to modernise the structure of the charity, supported by the highly regarded legal firm Counterculture LLP, and the Director. Originally constituted in 1984 as a company limited by shares (no dividends paid to the founding shareholders) and a registered charity, the organisation has spent the past three years preparing to adopt a more appropriate structure. Over the past two years the charity has tracked down the founding shareholders, working with them and the Trustees to convert to a CIO.

Following a General Meeting in April, on 26 August 2022, fifteen of the original shareholders voted to adopt a new constitution, and convert to a charitable incorporated organisation (association model), a unanimous decision. On 22 September 2022, the Charity Commission accepted the conversion process. The parent charity was de-registered with Companies House and is now solely regulated by the Charity Commission. This careful process enabled the same registered charity number to be kept, maintaining the strong history of the organisation.

At the October 2022 Board meeting, as planned the Trustees voted to remove the original shareholders by a special resolution to make the Trustees the sole voting members and governing entity for the CIO. On 14 October 2022, the Trustees also held a general meeting to change the name from 'Bristol Centre to the Advancement of Architecture Limited', to the charity's trading name 'Design West' as a more relevant and practical title for the charity, which recognised the growth of the charities area of operation from Bristol into the wider South West. This name change followed a period of consultation with key stakeholders from 2019 – 2022, and was accepted by the Charity Commission on 9 November 2022.

These structural and governance developments represented a significant piece of operations and administrative work for the charity. All contracts, service providers and key documents needed to be updated to reflect the change. Although the charity remains the same organisation, the technical changes required new accounts across HMRC and our Pension providers, we were also required to switch to new charity bank accounts, something previously not permitted due to our structure.

Establishment of a Trading Arm

As reported in 2022, part of the structural development plan, was to establish a trading arm to manage the Café Bar function. This development was managed in parallel with the planned changes to the parent charity, and on 14 April 2022, we set up Design West Trading in preparation for the change. The trading company was established in good time, as since the pandemic, the charity has experienced very long delays with any banking changes to accounts at the major banks. In August 2022, the charity was finally able to open an account for the trading arm.

Design West

Report of the trustees

For the year ended 31 March 2023

Following the successful conversion of the parent charity, and the set-up of banking, payment, payroll and accounting systems, the trading arm began to trade in September 2022 and operate independently as a company. All suppliers and systems went through a planned switch over from the main charity in Autumn/Winter 2022. The trading arm is run day-to-day by the General Manager, Leon Etchells. A new Board of Directors was set up for the trading arm, consisting of hospitality-specific expertise, a Trustee from the parent charity and the Director of the main charity. The Design West Trading is bound by a Deed of Gift, a legal obligation to transfer all profits to the parent charity, Design West.

Future Development

Following the successful changes to the structure and name of the charity. In 2023/24 the Board of Trustees plan to work with the new Chair and team to update the objects of the organisation (drafted 1984), to better reflect the needs of society today. The charity also recognises the need to expand the core team, and invest in organisational development over the next three years to consolidate and plan for continued growth.

Board of Trustees

Design West operates with a Board of Trustees who meet on a quarterly basis and have overall responsibility for:

- Ensuring the aims & objectives of the charity are effectively achieved;
- Providing strategic support to the Director & staff;
- Agreeing the annual budget & ensuring financial best practice & resilience;
- Ensuring by regular review the maintenance & implementation of policies, including Child Protection, Equality & Diversity, Finance, Health & Safety & Volunteers; and
- Building landlord matters.

The Director and the Chair of Trustees meet on a monthly basis, to discuss progress, and work on strategic development. Project Working Groups are drawn from the Board of Trustees, and meet as required.

The Trustees regularly review the composition of the Board to ensure it has the skills and diversity necessary for continued good management and the financial success of the organisation. Trustee roles are advertised through relevant networks, and potential Trustees go through an interview and induction process. The Chair role is always advertised widely. In 2023/24 we will draft our next business plan with the new Chair of Trustees, and go through another round of Board development to update our skillset and networks in line with the plan.

A new chair of Trustees, Nick Fairham (Chief Executive of BDP) was recruited in Spring 2023 in a public recruitment process, supported by Moon Executive Search. He started in the role in July 2023.

The Trustees would like to thank outgoing Chair of Trustees Nicholas Childs for his 7 years of service. Nick steered an exceptional period of growth, including renovation of the Design West venue, and key structural changes to the charity which leave Design West in a healthy resilient position for the future.

Design West

Report of the trustees

For the year ended 31 March 2023

Senior Team

The Trustees delegate their powers to the Director for day-to-day management of the organisation, with support from the newly formed Senior Leadership Team. The Senior Leadership Team also maintain and implement the policies of the organisation. During the year the Senior Leadership Team was:

Dr Anna Rutherford (Director)
Pippa Goldfinger (Head of Design)
Leon Etchells (General Manager, Design West Trading)
Julie Tanner (Head of Design & Planning Services)

Since the year end, two new senior roles have been created in the form of:
Jenny Hayes (Head of Marketing & Communications), Sept 2023
Victoria Bentley (Head of Partnerships), Sept 2023

All staff roles are assessed and paid in relation to responsibility, skills and capabilities required. Roles are regularly benchmarked. In 2022/23 we introduced a new system of performance targets and reviews with the Board of Trustees.

Trading Arm

The Board of the Trading Arm meet quarterly and have responsibility for:

- Agreeing the business plan and annual budget & ensuring financial best practice & resilience; and
- Providing strategic support to the General Manager & staff.

Networks & Memberships

Design West is a key member of the Design Network. The Director served on the Bristol Culture Board. During the year the charity also became a member of the National Council for Voluntary Organisations.

Public Benefit

Design West has complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales 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 the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;

Design West

Report of the trustees

For the year ended 31 March 2023

- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which 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 constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were appointed as auditors to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 23 January 2024 and signed on their behalf by



Nick Fairham - Trustee

Independent auditors' report

To the members of

Design West

Opinion

We have audited the financial statements of Design West (the 'parent charity') and its subsidiary (the 'group') for the year ended 31 March 2023 which comprise the consolidated statement of financial activities, consolidated and parent charity balance sheets, consolidated statement of cash flows and the related 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 the 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 group and parent charity's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, 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 requirements of the Charities Act 2011.

Basis for 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 group and parent 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the group and parent charity financial statements and our auditor's report thereon. Our opinion on the group and parent charity financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

Design West

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements 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 financial statements 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.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Other matters

The financial statements for the year ended 31 March 2022 were not audited because the charity was below the statutory audit threshold.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, 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 they 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 charity or to cease operations, or have no realistic alternative but to do so.

Independent auditors' report

To the members of

Design West

Our responsibilities for the audit of the financial statements

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 procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Independent auditors' report

To the members of

Design West

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 our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. 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's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 24 January 2024

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Design West

Consolidated statement of financial activities

For the year ended 31 March 2023

	Note	Restricted £	Unrestricted £	2023 Total £	Restated 2022 Total £
Income from:					
Donations and legacies	4	11,377	22,216	33,593	108,576
<i>Charitable activities</i>	5				
Design services		-	442,166	442,166	314,834
Placemaking		4,999	193,338	198,337	139,595
Public programme		25,000	71,681	96,681	56,733
Other charitable activities		-	-	-	8,715
Other trading activities	6	-	285,125	285,125	152,162
Investments		-	36,259	36,259	44,182
Total income		<u>41,376</u>	<u>1,050,785</u>	<u>1,092,161</u>	<u>824,797</u>
Expenditure on:					
Raising funds		-	351,897	351,897	230,137
<i>Charitable activities</i>					
Design services		7,230	363,274	370,504	255,728
Placemaking		16,171	154,441	170,612	146,720
Public programme		-	90,169	90,169	189,646
Other charitable activities		-	-	-	8,397
Total expenditure	8	<u>23,401</u>	<u>959,781</u>	<u>983,182</u>	<u>830,628</u>
Net gains on investments	13	-	112,500	112,500	314,152
Net income and net movement in funds	9	17,975	203,504	221,479	308,321
Reconciliation of funds:					
Total funds brought forward		<u>24,439</u>	<u>1,171,392</u>	<u>1,195,831</u>	<u>887,510</u>
Total funds carried forward		<u><u>42,414</u></u>	<u><u>1,374,896</u></u>	<u><u>1,417,310</u></u>	<u><u>1,195,831</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 21 to the accounts.

The prior period has been restated to include the gain on revaluation of the investment property, more detail is provided in note 2 to the accounts.

Design West

Consolidated balance sheets

As at 31 March 2023

	Note	The group 2023 £	The group 2022 £	The charity 2023 £	Restated The charity 2022 £
Fixed assets					
Tangible assets	12	156,115	179,994	156,115	179,994
Investments	13, 14	825,000	712,500	825,001	712,500
		981,115	892,494	981,116	892,494
Current assets					
Stocks	16	7,371	8,633	-	8,633
Debtors	17	118,837	159,850	161,164	159,850
Cash at bank and in hand		517,609	302,379	503,604	302,379
		643,817	470,862	664,768	470,862
Liabilities					
Creditors: amounts falling due within 1 year	18	(207,622)	(167,525)	(202,754)	(167,525)
Net current assets		436,195	303,337	462,014	303,337
Net assets	20	1,417,310	1,195,831	1,443,130	1,195,831
Funds					
Restricted funds	21	42,414	24,439	42,414	24,439
Unrestricted funds					
Designated funds		1,030,097	818,659	1,030,097	818,659
General funds		344,799	349,993	370,619	349,993
Share capital		-	2,740	-	2,740
Total charity funds		1,417,310	1,195,831	1,443,130	1,195,831

Approved by the trustees on 23 January 2024 and signed on their behalf by



Nick Fairham - Trustee

Design West

Consolidated statement of cash flows

For the year ended 31 March 2023

	2023 £	Restated 2022 £
Cash used in operating activities:		
Net movement in funds	221,479	308,321
Adjustments for:		
Depreciation charges	42,805	24,083
Gains on investments	(112,500)	(314,152)
Dividends, interest and rents from investments	(36,259)	(44,182)
Decrease / (increase) in stock	1,262	(8,633)
Decrease / (increase) in debtors	41,013	(86,640)
Increase in creditors	40,097	93,210
Net cash provided by / (used in) operating activities	197,897	(27,993)
Cash flows from investing activities:		
Dividends, interest and rents from investments	36,259	44,182
Purchase of tangible fixed assets	(18,926)	(152,059)
Net cash provided by / (used in) investing activities	17,333	(107,877)
Increase / (decrease) in cash and cash equivalents in the year	215,230	(135,870)
Cash and cash equivalents at the beginning of the year	302,379	438,249
Cash and cash equivalents at the end of the year	517,609	302,379

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Design West

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Design West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two entities are disclosed in the notes of the charity's balance sheet. A separate Statement of Financial Activities for the charity is not presented as the charity has taken advantage of the provisions of section 24 of the SORP.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of design services is deferred until criteria for income recognition are met.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

Design West

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	2023	2022
Raising funds	44.3%	24.0%
<i>Charitable activities</i>		
Design services	33.8%	37.2%
Placemaking	9.7%	9.0%
Public programme	12.2%	27.7%
Other charitable activities	0.0%	2.1%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Leasehold property	125 years
Office equipment	3 years
<i>Fixtures and fittings</i>	
Bespoke fixtures	5 years
Other fixtures and fittings	3 years
Leasehold improvements	10 years

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Investment in subsidiaries

The charity has one wholly owned subsidiary, Design West Trading Ltd, (registered company number 14049103). The subsidiary is used for non-primary purpose trading activities. The subsidiary undertaking is valued at cost less any cumulative impairment losses in the charity's accounts.

Design West

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

k) Investment property

Investment property is property (land or a building, or both) held to earn rentals.

Investment property is initially measured at cost, including transaction costs. Investment property is subsequently measured at fair value at the reporting date. This method of valuation applies to all the charity's investment properties.

Gains or losses arising from changes in the fair value of investment property are included in net profit or loss on the face of the Statement of Financial Activities for the period in which they arise.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

Design West

Notes to the financial statements

For the year ended 31 March 2023

r) Accounting estimates and key judgements (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are: depreciation (see accounting policy 1i), the split of the property between tangible fixed assets and investments (see note 12) and the valuation of investment property see (accounting policy 1k).

2. Prior period restatement

The prior year investment property balance has been restated to reflect a revised trustees' valuation of the mixed use property as at the year ended 31 March 2022. The result of this restatement is to increase unrestricted funds by the revaluation figure of £314,152.

3. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	Restated 2022 Total £
Income from:			
Donations and legacies	36,118	72,458	108,576
<i>Charitable activities</i>			
Design services	-	314,834	314,834
Placemaking	3,000	136,595	139,595
Public programme	10,000	46,733	56,733
Other charitable activities	-	8,715	8,715
Other trading activities	-	152,162	152,162
Investments	-	44,182	44,182
Total income	49,118	775,679	824,797
Expenditure on:			
Raising funds	-	230,137	230,137
<i>Charitable activities</i>			
Design services	-	255,728	255,728
Placemaking	2,707	144,013	146,720
Public programme	95,718	93,928	189,646
Other charitable activities	-	8,397	8,397
Total expenditure	98,425	732,203	830,628
Net gains on investments	-	314,152	314,152
Net income / (expenditure) and net movement in funds	(49,307)	357,628	308,321

Design West

Notes to the financial statements

For the year ended 31 March 2023

4. Income from donations and legacies

	Restricted £	Unrestricted £	2023 Total £
Donations	-	2,216	2,216
Grants	<u>11,377</u>	<u>20,000</u>	31,377
Total income from donations and legacies	<u>11,377</u>	<u>22,216</u>	<u>33,593</u>

Prior period comparative:

	Restricted £	Unrestricted £	2022 Total £
Donations	-	35,093	35,093
Grants	<u>36,118</u>	<u>37,365</u>	<u>73,483</u>
Total income from donations and legacies	<u>36,118</u>	<u>72,458</u>	<u>108,576</u>

5. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £
<i>Design services</i>			
Service provision	<u>-</u>	<u>442,166</u>	<u>442,166</u>
<i>Placemaking</i>			
Grants	4,999	-	4,999
Service provision	<u>-</u>	<u>193,338</u>	<u>193,338</u>
	<u>4,999</u>	<u>193,338</u>	<u>198,337</u>
<i>Public programme</i>			
Grants	25,000	-	25,000
Service provision	-	5,488	5,488
Sponsorship	-	34,250	34,250
Memberships	-	20,743	20,743
Events	<u>-</u>	<u>11,200</u>	<u>11,200</u>
	<u>25,000</u>	<u>71,681</u>	<u>96,681</u>
Total income from charitable activities	<u>29,999</u>	<u>707,185</u>	<u>737,184</u>

Design West

Notes to the financial statements

For the year ended 31 March 2023

5. Income from charitable activities (continued)

Prior period comparative:

	Restricted £	Unrestricted £	2022 Total £
<i>Design services</i>			
Service provision	-	314,834	314,834
<i>Placemaking</i>			
Grants	3,000	1,500	4,500
Service provision	-	135,095	135,095
	<u>3,000</u>	<u>136,595</u>	<u>139,595</u>
<i>Public programme</i>			
Grants	10,000	500	10,500
Service provision	-	6,163	6,163
Space hire	-	560	560
Events	-	39,510	39,510
	<u>10,000</u>	<u>46,733</u>	<u>56,733</u>
<i>Other charitable activities</i>			
Service provision	-	60	60
Membership	-	8,415	8,415
Space hire	-	240	240
	<u>-</u>	<u>8,715</u>	<u>8,715</u>
Total income from charitable activities	<u><u>13,000</u></u>	<u><u>506,877</u></u>	<u><u>519,877</u></u>

6. Income from other trading activities

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Café/bar sales	-	256,194	256,194	127,299
Sponsorship	-	250	250	22,400
Space hire	-	21,218	21,218	2,070
Service provision	-	7,463	7,463	393
Total income from other trading activities	<u><u>-</u></u>	<u><u>285,125</u></u>	<u><u>285,125</u></u>	<u><u>152,162</u></u>

All income from other trading activities in the prior year was unrestricted.

7. Government grants

The charity receives government grants, defined as funding from Bristol City Council (2022: Coronavirus Job Retention Scheme, Bath and North East Somerset Council, Arts Council England and Bristol City Council) to fund charitable activities. The total value of such grants in the period ending 31 March 2023 was £4,999 (2022: £53,483). There are no unfulfilled conditions or contingencies attaching to these grants in 2022/23.

Design West

Notes to the financial statements

For the year ended 31 March 2023

8. Total expenditure

	Raising funds £	Design services £	Placemaking £	Public programme £	Support and governance costs £	2023 Total £
Staff costs (note 10)	141,358	107,837	30,857	38,761	33,099	351,912
Recruitment and training	-	-	-	-	6,457	6,457
Cost of goods sold	75,061	-	-	-	(1,916)	73,145
Production	49,210	207,520	120,927	17,756	843	396,256
Consumables	4,303	-	-	-	-	4,303
Marketing and communications	1,501	456	3,179	11,869	4,680	21,685
Building costs	6,292	-	-	-	31,956	38,248
Office and admin	216	-	-	2,125	24,498	26,839
Finance and legal	1,619	-	-	-	15,677	17,296
Organisational development	645	-	-	-	3,591	4,236
Depreciation	-	-	-	-	42,805	42,805
Sub-total	280,205	315,813	154,963	70,511	161,690	983,182
Allocation of support and governance costs	71,692	54,691	15,649	19,658	(161,690)	-
Total expenditure	351,897	370,504	170,612	90,169	-	983,182

Total governance costs were £10,117 (2022: £9,224)

Design West

Notes to the financial statements

For the year ended 31 March 2023

8. Total expenditure (continued)

Prior period comparative

	Raising funds £	Design services £	Placemaking £	Public programme £	Other charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 10)	59,022	91,367	22,094	67,917	5,273	34,367	280,040
Recruitment and training	-	-	-	390	-	2,797	3,187
Cost of goods sold	51,191	-	-	-	-	-	51,191
Production	2,674	109,976	107,149	35,541	-	7,496	262,836
Engagement and evaluation	-	-	483	3,873	-	-	4,356
Marketing and communications	2,198	255	3,904	29,974	-	3,313	39,644
Repairs and maintenance	72,666	-	-	11,806	-	16,105	100,577
Building costs	5,250	-	-	-	-	25,182	30,432
Office and admin	-	-	-	-	-	18,617	18,617
Finance and legal	-	-	-	-	-	11,971	11,971
Organisational development	2,169	-	-	(92)	-	1,617	3,694
Depreciation	-	-	-	-	-	24,083	24,083
Sub-total	195,170	201,598	133,630	149,409	5,273	145,548	830,628
Allocation of support and governance costs	34,967	54,130	13,090	40,237	3,124	(145,548)	-
Total expenditure	230,137	255,728	146,720	189,646	8,397	-	830,628

Design West

Notes to the financial statements

For the year ended 31 March 2023

9. Net movement in funds

This is stated after charging:

	2023	2022
	£	£
Depreciation	42,805	24,083
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	281	125
Auditors' / Independent examiner's remuneration:		
▪ Statutory audit / independent examination (excluding VAT)	7,500	3,000
▪ Other services	1,844	1,000
	<u>1,844</u>	<u>1,000</u>

In the current year three trustees were reimbursed for travel and certification costs (2022: one).

10. Staff costs and numbers

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	319,765	258,101
Social security costs	23,813	16,091
Pension costs	8,334	5,848
	<u>351,912</u>	<u>280,040</u>
Freelance staff	<u>112,022</u>	<u>118,805</u>
	<u>463,934</u>	<u>398,845</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees, Director, General Manager, and Head of Design. The total employee benefits of the key management personnel were £128,833 (2022: £94,680).

	2023	2022
	No.	No.
Average number of employees (full-time equivalent)	<u>12</u>	<u>14</u>

11. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes. The subsidiary company distributes any profits to the charity and therefore no corporation tax is payable.

Design West

Notes to the financial statements

For the year ended 31 March 2023

12. Tangible fixed assets

Group and charity

	Leasehold property £	Office equipment £	Fixtures and fittings £	Leasehold improvement £	Total £
Cost					
At 1 April 2022	132,783	18,835	106,437	38,150	296,205
Additions in year	-	9,499	1,538	7,889	18,926
Transfers	-	-	15,522	(15,522)	-
Disposals	-	(1,844)	-	-	(1,844)
At 31 March 2023	<u>132,783</u>	<u>26,490</u>	<u>123,497</u>	<u>30,517</u>	313,287
Depreciation					
At 1 April 2022	86,624	10,975	16,200	2,412	116,211
Charge for the year	1,062	5,793	31,901	4,049	42,805
Disposals	-	(1,844)	-	-	(1,844)
At 31 March 2023	<u>87,686</u>	<u>14,924</u>	<u>48,101</u>	<u>6,461</u>	157,172
Net book value					
At 31 March 2023	<u>45,097</u>	<u>11,566</u>	<u>75,396</u>	<u>24,056</u>	<u>156,115</u>
At 31 March 2022	<u>46,159</u>	<u>7,860</u>	<u>90,237</u>	<u>35,738</u>	<u>179,994</u>

13. Investments

Group and charity

	The group		The charity	
	2023 £	Restated 2022 £	2023 £	Restated 2022 £
Investment property	825,000	712,500	825,000	712,500
Design West Trading Limited	-	-	1	-
Market value at 31 March 2023	<u>825,000</u>	<u>712,500</u>	<u>825,001</u>	<u>712,500</u>

Investment property:

	The group		The charity	
	2023 £	Restated 2022 £	2023 £	Restated 2022 £
Market value at the start of the year	712,500	398,348	712,500	398,348
Revaluation gains	112,500	314,152	112,500	314,152
Market value at the end of the year	<u>825,000</u>	<u>712,500</u>	<u>825,000</u>	<u>712,500</u>

Design West

Notes to the financial statements

For the year ended 31 March 2023

13. Investments(continued)

Investments in subsidiaries

The investment represents 100% of the ordinary share capital of Design West Trading Limited (company number 14049103), whose principal activity is to carry out trading activities in support of the charity. A summary of the financial results and position of trading subsidiary is given in note 14.

Investment property

16 Narrow Quay, Bristol was transferred to the charity on 24 June 1997. The property was held as a tangible fixed asset and depreciated over the 125 year leasehold term. At this time, the building was used fully by Design West for operational use. In the year ended 31 March 2017 the building became a mixed use investment property. At this date 75% of building was transferred to investment property and is held at fair value, with the remaining 25% held as a tangible fixed asset and depreciated over the 125 year leasehold term. The tangible fixed asset portion represents the portion of the building occupied by Design West for operational use.

An external valuation of the residential properties was carried out by Alder King LLP, chartered surveyors, as at 31 March 2023 on a fair value basis at £1,100,000. Unless advised to the contrary, the valuers assume that no work would be required to any building by a prospective owner or occupier to comply with regulatory requirements. Prior year valuations have been provided by the trustees.

The trustees are satisfied that the valuation provided by Alder King Property Consultants was carried out by experts with sufficient relevant qualifications, and recent experience in the location and class of the property being valued.

Design West

Notes to the financial statements

For the year ended 31 March 2023

14. Subsidiary undertakings

Design West Trading Limited

The charity owns the whole of the issued share capital (1 ordinary £1 share) of Design West Trading Limited, a company newly registered in England and Wales on 14 April 2022. The subsidiary is used for non-primary purpose trading activities. All activities have been consolidated on a line by line basis in the statement of financial activities. Available profits are donated to the charity. A summary of the results of the subsidiary is shown below:

	2023 £
Turnover	119,110
Cost of sales	<u>(50,183)</u>
Gross profit	68,927
Administrative expenses	<u>(98,647)</u>
Loss on ordinary activities	(29,720)
Corporation tax	<u>-</u>
Loss for financial period	<u><u>(29,720)</u></u>

The aggregate of the assets, liabilities and funds was:

	2023 £
Assets	21,528
Liabilities	<u>(51,247)</u>
Funds	<u><u>(29,719)</u></u>

Design West

Notes to the financial statements

For the year ended 31 March 2023

15. Parent charity

The parent charity's gross income and the results for the year are disclosed as follows:

	2023 £	2022 £
Gross income	1,105,302	824,797
Results for the year	<u>247,299</u>	<u>308,321</u>

16. Stock

	The group		The charity	
	2023 £	2022 £	2023 £	2022 £
Café and bar stock	<u>7,371</u>	<u>8,633</u>	<u>-</u>	<u>8,633</u>

17. Debtors

	The group		The charity	
	2023 £	2022 £	2023 £	2022 £
Trade debtors	110,389	144,263	110,239	144,263
Prepayments and accrued income	8,448	15,587	8,448	15,587
Amounts due from group undertakings	-	-	42,477	-
	<u>118,837</u>	<u>159,850</u>	<u>161,164</u>	<u>159,850</u>

18. Creditors : amounts due within 1 year

	The group		The charity	
	2023 £	2022 £	2023 £	2022 £
Trade creditors	41,579	78,759	44,846	78,759
Accruals	25,579	16,589	24,379	16,589
Deferred income (see note 19)	96,767	45,979	96,767	45,979
Other taxation and social security	9,941	5,643	7,255	5,643
VAT	31,690	18,720	27,441	18,720
Other creditors	2,066	1,835	2,066	1,835
	<u>207,622</u>	<u>167,525</u>	<u>202,754</u>	<u>167,525</u>

Design West

Notes to the financial statements

For the year ended 31 March 2023

19. Deferred income

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
At 1 April 2022	45,979	29,497	45,979	29,497
Deferred during the year	96,767	45,979	96,767	45,979
Released during the year	(45,979)	(29,497)	(45,979)	(29,497)
At 31 March 2023	96,767	45,979	96,767	45,979

Deferred income relates to services paid for in advance of provision.

20. Analysis of net assets between funds

	Restricted funds	Designated funds	General funds	Share capital	Total funds
	£	£	£	£	£
Tangible fixed assets	-	45,097	111,018	-	156,115
Investments	-	825,000	-	-	825,000
Current assets	42,414	160,000	441,403	-	643,817
Current liabilities	-	-	(207,622)	-	(207,622)
Net assets at 31 March 2023	42,414	1,030,097	344,799	-	1,417,310
Prior year comparative (restated)					
	Restricted funds	Designated funds	General funds	Share capital	Total funds
	£	£	£	£	£
Tangible fixed assets	-	46,159	133,835	-	179,994
Investments	-	712,500	-	-	712,500
Current assets	24,439	59,999	383,683	2,740	470,862
Current liabilities	-	-	(167,525)	-	(167,525)
Net assets at 31 March 2022	24,439	818,659	349,993	2,740	1,195,831

Design West

Notes to the financial statements

For the year ended 31 March 2023

21. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Revaluation gains £	Transfers between funds £	At 31 March 2023 £
Restricted funds						
BCC Lockleaze	7,695	4,999	(6,630)	-	-	6,064
BCC CIL	2,744	-	(600)	-	-	2,144
Temple Commission	20,000	-	-	-	-	20,000
Unlocking Resilience Creating Excellence	(25,000)	25,000	-	-	-	-
Regional Fund	19,000	-	(4,794)	-	-	14,206
Education & Inspiration Fund	-	11,377	(11,377)	-	-	-
Total restricted funds	24,439	41,376	(23,401)	-	-	42,414
Unrestricted funds						
<i>Designated funds:</i>						
Building renovation	25,000	-	-	-	15,000	40,000
Property	758,659	-	(1,062)	112,500	-	870,097
Education Programme	10,000 25,000	- -	- -	- -	- 25,000	10,000 50,000
Organisational development	-	-	-	-	60,000	60,000
<i>Total designated funds</i>	818,659	-	(1,062)	112,500	100,000	1,030,097
General funds	349,993	1,050,785	(958,719)	-	(97,260)	344,799
Share capital	2,740	-	-	-	(2,740)	-
Total unrestricted funds	1,171,392	1,050,785	(959,781)	112,500	-	1,374,896
Total funds	1,195,831	1,092,161	(983,182)	112,500	-	1,417,310

Purposes of restricted funds

BCC Lockleaze

Bristol City Council partnership funding for a small Placemaking project for community co-design in Lockleaze, Bristol.

BCC CIL

Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling and tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) and a 'green' route through St Pauls.

Temple Commission

Funding for public art commission in the area of Temple Church (Cubex) to be deployed when conservation works are finished and the site is open.

Design West

Notes to the financial statements

For the year ended 31 March 2023

21. Movements in funds (continued)

Purposes of restricted funds (continued)

Unlocking Resilience

Heritage Fund project to introduce more resilient models and a CRM to underpin our heritage programme including Bristol Open Doors. Although severely impacted by Covid-19 the project was completed in 21/22 and the final £25K was received in 22/23.

Creating Excellence Regional Fund

Funding from Creating Excellence to develop regional working, promoting design and placemaking into the South West.

Education & Inspiration Fund

Funding towards the refurbishment and kit-out of our first floor Education and talks/workshop spaces. Includes the provision of audio visual equipment and acoustic panelling to make the spaces usable. Clothworkers and Vinci Foundation contributed to this fund in 22/23.

Purpose of designated funds

Building renovation

Following the planned capital transformation in 21/22 the trustees have created a building fund to secure funds for future capital work and repairs. This will cover critical future work including repairing the render on the rear of the building and the roof etc.

Property

The property fund represents the net book value of the investment and leasehold property held at the year end.

Education

The Trustees have designated a fund towards the development and safeguarding of our education work with diverse young people. We anticipate that this work may be impacted by recession.

Programme

Our public programmes, including Bristol Open Doors are reliant on a dwindling pool of public subsidy. In light of austerity and the current funding climate the trustees have put aside a fund for supporting public tours and events in 2023 and for developing ideas for 2024.

Organisational development

The charity has been through a period of rapid growth. Over the past year, the trustees have planned to expand the core team of the organisation, investing in new SLT roles to reflect our new size and gear us up for future growth. This investment will be loss-making in the short term, thus a fund is set aside for 2023-2025 to pay for this investment.

Share capital

As at 1 April 2022, Design West was a charitable company with share capital. During the year ended 31 March 2023 Design West has converted to a Charitable Incorporated Organisation (CIO). The share capital has been transferred to general funds on conversion to CIO status.

Transfers

The transfer to designated funds represents an amount the trustees deem reasonable to allocate for a specific project.

Design West

Notes to the financial statements

For the year ended 31 March 2023

21. Movements in funds (continued)

Prior year comparative
(restated)

	At 1 April 2021 £	Income £	Expenditure £	Revaluation gains £	Transfers between funds £	At 31 March 2022 £
Restricted funds						
BCC Lockleaze	8,002	-	(307)	-	-	7,695
BCC CIL	4,844	-	(2,100)	-	-	2,744
Temple Commission	20,000	-	-	-	-	20,000
Green Horizons	13,500	-	(13,500)	-	-	-
Placemaking	2,400	-	(2,400)	-	-	-
Unlocking Resilience	25,000	-	(50,000)	-	-	(25,000)
Creating Excellence						
Regional Fund	-	19,000	-	-	-	19,000
CRF2 Designing						
Creative Recovery	-	30,118	(30,118)	-	-	-
Total restricted funds	73,746	49,118	(98,425)	-	-	24,439
Unrestricted funds						
<i>Designated funds:</i>						
Capital Transformation	228,195	-	(203,195)	-	-	25,000
Property	445,569	-	(1,062)	314,152	-	758,659
Education	10,000	-	-	-	-	10,000
Programme	-	-	-	-	25,000	25,000
<i>Total designated funds</i>	683,764	-	(204,257)	314,152	25,000	818,659
General funds	127,260	775,679	(527,946)	-	(25,000)	349,993
Share capital	2,740	-	-	-	-	2,740
Total unrestricted funds	813,764	775,679	(732,203)	314,152	-	1,171,392
Total funds	887,510	824,797	(830,628)	314,152	-	1,195,831

Design West

Notes to the financial statements

For the year ended 31 March 2023

22. Related party transactions

During the year, C Kwiatkowski, a trustee, was paid for design services by the charity totalling £3,581 (2022: £2,200).

The charity paid £4,740 (2022: £nil) to Creating Excellence for Design Review Services. This entity is connected through Dominic Murphy who is a trustee of Design West and was director of Creating Excellence until it was dissolved on 3 January 2024. No amounts were outstanding at the year end (2022: £nil).

Design West Trading Limited (wholly owned subsidiary of Design West)

Design West Trading Limited was incorporated in the year and is a wholly owned subsidiary of Design West. At 31 March 2023, Design West Trading Limited owed Design West £42,477.

Design West

England & Wales - Charity number 290575

Accounts

Charity no. 290575

Design West
Report and Unaudited Financial
Statements
31 March 2022

Design West

Report of the trustees

For the year ended 31 March 2022

The board of trustees presents its annual report and financial statements for Design West for the year ended 31 March 2022. The financial statements comply with current statutory requirements, the constitution and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

INTRODUCTION

Over the past three years, our Annual Reports have documented a journey of transformation and growth for this dynamic charity. The past year (2021/22) marks another important chapter in the journey, but also represents the most significant year of evolution for the charity since 1996.

In 2021 the charity undertook significant renovation work to our harbourside home, combining urgent repairs with a bold re-visioning to create a new venue for design and placemaking based in Bristol, and opening the doors of the building back up to the public.

Alongside the major capital works, the charity worked with the restrictions and stresses of the Covid-19 pandemic, to continue to deliver public programmes, to expand our design and policy review work and to undertake bold new placemaking projects, empowering politicians, skilled professionals and the public to design a better built environment.

To complete the evolution, in July 2021, the board passed two major milestones. Firstly, following a year-long piece of work with our trustees, peers and audiences, we rebranded to become ‘Design West’ partnering a refreshed building with a new engaging website; and secondly, we joined forces with not-for-profit organisation Creating Excellence to extend our work deep into the South West.

In September 2021 we opened our venue to the public with a new café-bar and harbourside terrace, ‘The Architect’, forming an engagement hub for everyone interested in design, the name a nod to the rich history of the organisation.

It is a testament to our outstanding team, board, collaborators, audiences, funders and supporters, that despite the huge challenges of the pandemic, emerging and re-emerging through the year, the charity again recorded a year of growth, increasing our impact on the world around us.

Design West

Report of the trustees

For the year ended 31 March 2022

1) OBJECTIVES & ACTIVITIES

The design of our built and natural environment has a profound impact on all of our lives on a daily basis. From the quality of the homes we live in, the design of our commutes and our communities, our schools and hospitals, our blue and green spaces, to the public realm we share.

Founded in 1996, Design West is a centre of excellence for design and placemaking. Our mission is to inspire the public, politicians and professionals across the built environment to design, better, healthier, places to live, work and relax. We learn from our heritage to build our future. As a registered charity we put design and social value at our heart. Design West is the new name for The Architecture Centre & Creating Excellence.

Our programmes inspire, inform and involve people in the design of the world around them. We work across sectors and society to innovate, co-design and challenge. We are international and local, bringing the best people together to shape better places. We are collaborative, creative, expert, independent, open and visionary.

Our vision is a world designed for life.

We seek to achieve our objectives through:

- **Placemaking**
We bring people together to co-design and vision great places. We collaborate with the public and private sectors, leading with creativity and community.
- **Design Consultancy**
Our independent Design Review service supports local authorities and developers to shape better places across the South West. Our interdisciplinary Design Associates combine international expertise with local knowledge.
- **Public Engagement**
Our world class public programmes inspire and involve. From the Stirling Prize lecture to environmental pioneers, and Bristol Open Doors we engage an audience of over 50,000 with the built and natural environment.
- **Education**
We develop skills for the future. Our award-winning Shape My City programme accelerates the best diverse talent in partnership with schools, universities, local authorities and the private sector.
- **Strategy**
From housing to the climate crisis, we address the challenges of today, working with local government to translate ambition into deliverable visions.

Design West

Report of the trustees

For the year ended 31 March 2022

2) THE YEAR IN NUMBERS

During the year our activities reached over 500,000 people.

Public programme

Despite covid limiting our activity and audience capacity for much of the year.

- 14,272 people experienced our live talks, workshops, plays and tours;
- 772 attended our monthly talks (paused by covid), 496 people took part in workshops;
- 3,967 Explorers went on 12,171 (covid-safe) Adventures as part of Bristol Open Doors;
- 730 Explorers were children, 504 Adventures were given free of charge and again audiences came from every postcode in the city;
- 260 people helped create Design West commissions for Bristol Open Doors, including 200 people from under-represented backgrounds;
- 900 people attended our outdoor theatre show A Mansion Through Time;
- 1,876 people took an immersive walking tour via the Hidden Bristol App; and
- 2,409 explored an audio tour of Redcliffe Caves.

Digital audiences

- 45,488 views of our videos and highlight films;
- 62,359 people visited our websites during the year (18,540 Design West and 43,819 BOD);
- 15,061 people subscribed to our newsletters; and
- >600,000 people experienced our work through broadcast, traditional and social media.

Design and policy review

- 106 of the best cross-sector professionals served on our expert panels;
- We conducted 71 Design Reviews of developments right across the South West;
 - 50 in the West of England (Bristol, Bath & North East Somerset, South Gloucestershire & North Somerset);
 - 21 in the wider South West including Devon, Swindon, Plymouth, Dorset, South Somerset and Exeter; and
- We advised on improvements to more than 50,000 homes, schools, care homes, a health centre, a science park, a music arena, a new neighbourhood and a zoo.

Placemaking

Our placemaking work saw:

- 1,740 conversations face-to-face;
- 424 people completed online surveys for our placemaking strategies;
- 17 workshops; and
- 100,000+ people again benefit from the placemaking project The Green Way – using the new outdoor furniture and bike parking or experiencing the murals we commissioned.

Education and volunteering

- 28 young people from 12 schools across Bristol people joined Shape My City, a diverse talent accelerator programme;
- 100 children took part in heritage and poetry workshops at Temple Church; and
- We worked safely with 566 volunteers in total across our public programmes.

Design West

Report of the trustees

For the year ended 31 March 2022

3) PROGRAMME

Design West is a place where design, discussion, culture and communities converge. As a world-leading centre for design and creative placemaking, we enable everyone to actively engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad through our public programme.

Our programme was heavily impacted by the emergence of new strains of Covid-19. We could not deliver in-person events until June 2021 as gatherings were prohibited, and we temporarily closed our doors again in December 2021, as omicron struck. However, we responded quickly to each challenge, creating online events, bringing our programme into people's living rooms and convening a strong online community.

The pandemic again highlighted the importance of our work. Covid-19 continued to amplify the need for decent homes, and the disparity of access to green space.

"The Architecture Centre has done a brilliant job developing creative and artistic engagement with architecture over the last 20 years. It is an organisation that consistently challenges itself to innovate, excel and take artistic risks, combining a passion for design excellence with a great track record for bringing people and places together." **Phil Gibby, Area Director, South West, Arts Council England**

National and international talks programme

In 2021/22 we featured keynote talks from national and international speakers addressing topics of global significance, from the future of high streets, to designing for a climate emergency, and the impact of war on our built environment and heritage.

Highlights included:

- In partnership with the University of Bristol History Commission, we addressed the global topic of memorialisation and statues. A year after the toppling of Colston, academic Dr Roger Griffiths; activist Emma Blake Morsi (Rising Arts); holocaust memorial expert Dr Tanja Schult (University of Stockholm) and Bea Rowlett, commissioner of the infamous Mary Wollstonecraft statue, explored the role of monuments and memory in the public realm.
- As the world began to 'open up', in June we partnered with English Heritage, Landscape Institute and Festival of Nature to trial a new event format; working with covid restrictions to broadcast three, part-digital, part-physical outdoor talks from inside the ruins of Temple Church. Our Director Dr Anna Rutherford and English Heritage Estates Director Rob Woodside hosted a series of 'Midsummer Nature Nights' covering conservation architecture, placemaking and nature-led regeneration. Socially distanced audiences joined us amongst the ruins, with a wider audience taking their seats online. Landscape Architect Eric Jan Pleijsetr spoke from the Netherlands, Dilsiri Welikala took part from Sri Lanka, alongside UK-based designers Dan Pearson and Arit Anderson (Gardeners World), architect George Ferguson (PP RIBA), Shankari Raj, Max Farrell and President of the Black Environment Network, Judy Ling Wong.

Design West

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For the year ended 31 March 2022

- Following on from COP26 we tackled the climate emergency head-on with 'Just One Thing to Save the Planet' in November. Green Party Leader and Bristol City Councillor Carla Denyer chaired a popular debate where different professions from across the built environment proposed their top climate action, from retrofit (Andy Macintosh, FCB Studios) to mass transit (Jon Usher, Sustrans), recycling existing structures (Austen Bates, Ramboll) and tree planting (Natasha Jones, Stantec). The event was hugely popular with younger audiences, a bold 9 year-old stepped forward at the end to grill the speakers.
- In December, architect Piers Taylor and social entrepreneur Jess Prendergrast (Onion Collective) shared the inspirational story of a community coming together to create East Quay, a multimillion-pound new cultural venue that has transformed Watchet, Somerset.
- Finally, as covid retreated, we finished the year with perhaps its most powerful event 'Architecture & War: Loss, Heritage & Hope'. With bombs falling on Ukraine, the recently-evacuated Ukrainian writer and curator Myroslava Hartmond gave us a passionate overview of Ukrainian architecture, and the very real threat facing Ukraine's cultural heritage. Journalist and author Owen Hatherley supported, taking the long view of history, to reveal the unspoken connection between humans and our built environment, a connection too often symbolically targeted during wartime. Many audience members praised the sensitive handling of the event.

'We must safeguard this cultural heritage as a testimony of the past but also as a vector of peace for the future.' **Audrey Azoulay , Unesco Director-General,**

'Last night at Arnolfini, Myroslava Hartmond - under an image of the Oranta of Kyiv at St Sophia Cathedral – gave an excellent, important tour of an endangered architectural horizon in Ukraine. Thank you' **Andrew Lynch, Journalist**

Design West remains the only place in the South West for inspiration, information, discussion and debate about the design of our built environment, and how design impacts our environment, economy, social equality and health.

4) BRISTOL OPEN DOORS

The ever-popular Bristol Open Doors is our largest piece of public engagement. In normal times, for one weekend a year, Bristol Open Doors gives citizens the keys to the city, encouraging us all to explore the world around us (Fri 10 – Sun 12 Sept). A unique celebration of heritage, architecture, engineering and design.

In 2021 we faced a huge challenge with the uncertainty of the pandemic, the knock-on impacts on all participating venues, and the development of our own commissions and tours. In Autumn 2020, when we planned for the festival with Heritage Fund and government guidance, we were anticipating minimal covid impact in 2021. Unfortunately, as the virus continued to mutate, we had to scenario-plan various delivery models and delay our festival recruitment. Despite this significant challenge, the team and our network of partners across the city pulled off an incredible festival, opening up the city safely once again. The festival was featured in the Telegraph, The Times and the Independent for the first time, and we are exceptionally proud of our resilience, being one of the few festivals to take place safely in 2021.

Design West

Report of the trustees

For the year ended 31 March 2022

65 different adventures were created across the city, from tours of new developments, to explorations of historic sites, from outdoor theatre and immersive audio walks, to boat tours, bridges, and ventures in virtual reality. Due to the continuing pandemic, time slots and capacities were strictly implemented, with 847 different sessions open for booking.

“Bristol Open Doors is an important civic event for Bristol, a shared celebration of learning, powered by hundreds of Bristolians for thousands of visitors from every postcode. In a challenging year we were happy to see the event innovate and use technology to share different perspectives on our city, our history and our future” **Marvin Rees, Mayor of Bristol**

Platforming diverse heritage

In 2020, we successfully commissioned new immersive audio tours to capture hidden histories of the slave trade, the historic city, and graffiti art across Bristol. In 2021, we added to this collection, working with Bristol Archives and the LGBTQ+ community to create a tour of Queer Bristol. As Bristol embarks on reimagining the Western Harbour, we also created ‘The Changing Harbour’ with theatre-maker Sheila Hannon, audio producer Lucy Skye, and a multitude of voices and perspectives from across the city.

“I will always remember that plaque on the harbour in memory of the millions of people captured as slaves who lost their lives. I’ve been there so many times & never noticed it.” **Audience by E-Survey**

Queer Bristol unlocked stories of place including sites of murder, queer bashings, switchboards and sanctuary during the aids pandemic, plus the ground-breaking tale of Lawrence Michael Dillon, the world’s first female-to-male transgender person to undergo gender reassignment surgery at the Bristol Royal Infirmary in 1944. The Changing Harbour captured stories of the Irish workers who built the New Cut, the engineering behind the floating harbour and its evolution from an industrial port to a leisure harbour with the gig rowers and disability groups who sail on her today. As a site of change and debate, we also worked with BCC to capture different hopes for the future of the Western Harbour and its spaghetti-like road system.

The Design West team worked with 41 diverse local historians, artists and speakers to create the BOD programme, and involved over 200 people from minority communities in 2021.

“I’ve visited today with my gay teenage son, I have little understanding of the LGBTQ+ world he is part of, & he has little access to his ‘heritage’ in Bristol. Today we both learnt something & built a bridge. Thank you!” **Bristol Open Doors Audience (Father & Son)**

‘Just completed the Queer Bristol audio tour & it’s amazing.’ **Audience by Twitter**

Design West

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Commissioning covid-safe outdoors events

To keep audiences safe we prioritised the commissioning of outdoor activities and reduced audience capacities across the festival. A particular highlight was the commissioning of the outdoor theatre show 'A Mansion Through Time', a promenade performance that took 900 people through the changing fortunes of Ashton Court Mansion, in groups of up to 40 at a time (Show of Strength Theatre & Artspace Lifespace).

Incorporating outdoor events, meant the festival was accessible to those more vulnerable to covid and enabled more volunteers to take part and feel safe. We also had feedback from parents of children with autism that the distanced audio tours worked well for their families.

"It was great to be able to open & share our building, to see people enjoy finding new places & to play our small part in that. We appreciate your hard work in making it actually happen this year. It was so good to be open again". **St Stephens' Church**

"We had wonderful communication & support in advance. Bristol Open Doors opened up our project to a new audience, the festival was so inclusive & supportive" **Action Hero Theatre Company**

Audiences, volunteers and resilience

As national funding reduces, and costs escalate, Bristol Open Doors has been challenged to transition to a sustainable delivery model, where audiences contribute financially to the cost of the festival. In 2021 we worked with Heritage Fund to pilot an Explorer Wristband model, where audiences could purchase a wristband (£10 adults, £2 children) and book into three different adventures over the weekend.

Despite the pandemic, 3,967 explorers took part in Bristol Open Doors, booking into 12,171 adventures across the city. 730 children took part, and we gave free access to 504 experiences, through inclusion wristbands. The festival beat our Heritage Fund target projections of 3,500 explorers and 10,500 adventures. Audiences came from every Bristol postcode, and beyond. Audience feedback was generally very positive, and 88% said they'd learnt something new about the city.

We worked with 470 volunteers across Bristol Open Doors, with 40 forming part of our central coordinating team. We recruited a developing producer to lead the festival, an engagement officer (BAME background) and gave paid work to a production intern, and a small number of production leads. Every year the whole Design West team contributes to organising the festival, volunteering over the long weekend shoulder-to-shoulder with the city.

In 2021, a new partnership with First Bus meant that Explorers and Volunteers also benefitted from free bus travel across Bristol over the long weekend.

Although we successfully piloted the wristband model, the festival still draws on more team and financial resources than is sustainable, particularly in the face of soaring costs and reduced funding. Moving forward, Bristol Open Doors will move to a biennial festival, as we continue to build resilience for this wonderful event.

Design West

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'People seemed so excited to be out & about exploring. It felt extra special' **M Shed**

'Visit West were thrilled to partner with Design West on Bristol Open Doors. The city was brought to life again.' **Kathryn Davies, Head of Tourism, Visit West**

5) DESIGN & POLICY SERVICES

The South West of England is growing, with more than 100,000 new homes set to be built across the West of England Combined Authority alone by 2036.

Design West support local authorities, public sector bodies, councillors, and developers to design high-quality and more sustainable places. We help to ensure that the pressure for growth, does not compromise quality, and provide support to authorities that are often under-resourced, whilst giving developers access to the best interdisciplinary advice on design and placemaking.

Building on a long history of bringing people together to shape better places, Design West runs an independent design review service across the South West. We now convene over 100 professionals that represent the best cross-sector talent in the region, with specialisms in design, housing, climate resilience and net zero, engineering, transport and active travel, landscape, heritage, accessibility, inclusive growth and placemaking. The expert panels provide independent guidance early in the planning process for significant development proposals. The Design Review process leads directly to design improvements for citizens and the environment whilst often adding value to projects.

In 2021 we joined forces with Creating Excellence, to become Design West, extending our Design Services beyond WECA and into the South West. Pippa Goldfinger is our head of design for Bristol, Bath & North East Somerset, South Gloucestershire and North Somerset, whilst experienced new lead Julie Tanner heads up our design and planning services for the wider South West region.

In 2021/22 we conducted 71 Design Reviews, 50 in the West of England and 21 in the wider South West including Devon, Swindon, Plymouth, Dorset and South Somerset.

Our panel chairs for 2021/22 were as follows: B&NES, Rob Gregory (MArch BA (Hons) RIBA ARB); Bristol, Cora Kwiatkowski (BSc AA Dip FRSA) and Jane Fowles (BA(Hons) DipLA (Hons) MAUD CMLI); South Gloucestershire, Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA) and North Somerset, Juliet Bidgood (MA Dip Arch RIBA). We continue to refresh and diversify our panellists to bring new critical skills and experience and to improve gender balance and diversity. We thank our chairs and all of our valued expert panellists for their commitment and contribution to this charitable work.

Design review highlights

Key schemes reviewed during the year included city centre sites St Mary Le Port and The Galleries in Bristol, care homes, a youth zone and a masterplan for Bedminster. The panels also analysed the former Royal Pier Hotel in Weston-super-Mare, more than 2,000 homes and employment land in the new neighbourhood of Brabazon, and a research park in South Gloucestershire. A new Enterprise Zone and student housing in B&NES, a major net-zero manufacturing base in Swindon, and new housing developments across Devon.

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Notably, the service has particularly supported developers to change their designs with practical interventions to create better, healthier places to live and work, through:

- Prioritizing active travel;
- Improving biodiversity and landscape;
- Improving the character and build quality of developments;
- Guidance on designing for health, well-being and the creation of new communities (e.g. student accommodation and residential-led developments);
- Supporting zero carbon strategies and sustainable transport;
- Accessible and inclusive design; and
- Design & viability advice for creating economically sustainable places.

“Can you share my appreciation to the panel for their time & constructive advice. I have attended a few of these over the years & I have to say the conduct & approach taken by the panel was by far the best. I would encourage anyone to come & share their ideas with you.”

Emma Geater, Associate Director, Crest Nicholson

Design West acts as a critical friend to the council, providing design review on a regular basis alongside policy and strategy review. The panel members’ wide ranging expertise helps the council make robust and well balanced decisions and is an excellent resource for officers and members to draw on.

Cllr Nicola Beech, Cabinet Lead Spatial Planning and City Design – Bristol City Council

“I would not hesitate to recommend Design West . We presented a redevelopment scheme to the panel & received a range of really helpful & insightful comments. The organisation of the review, site visit & initial meeting were conducted in a friendly & professional manner. We will now reflect upon the advice received & work this into the next iteration”

Chris Beaver, Director, Planning Sphere

6) PLACEMAKING

Our Placemaking work brings the public, politicians, and professionals together to shape better places.

Placemaking strategies for Clevedon and Nailsea

In 2021 we began a significant new project commissioned by North Somerset Council to develop Placemaking Strategies for the two towns of Clevedon and Nailsea. Led by Director Dr Anna Rutherford and Placemaking Associate Juliet Bidgood, Design West coordinated local stakeholders in each town (political, local authority, community and business leaders, and young people) to establish a shared vision and placemaking priorities for each town.

The strategies were developed through a series of innovative stakeholder workshops, with the hopes and ideas that emerged from these core stakeholders, forming the basis of wider public engagement. Creative digital campaigns were run alongside inspired face-to-face public engagement with Show of Strength theatre company, who researched and brought to life historic characters from the towns, taking these characters onto the streets to engage local people in discussion about the future.

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Design West's network of experts fed into the workshops throughout, to help visualise the ideas of the stakeholders, and to support with more detailed feasibility work on key sites in each town. We were also able to coordinate parking studies, landscape designs and more technical work at the request of each group as the project progressed. Led by Design West, the project is run in partnership with Nailsea and Clevedon Town Councils, design agency Maya, Theatre Company Show of Strength, AHMM Architects, Studio Hive, Inner Circle, Weston College, North Somerset Council and the people of each town. The strategies will complete next year.

West of England Placemaking charter

Following a pause during the pandemic and election periods, we continued to develop the first Placemaking Charter for the West of England with WECA. A plain English copy of the Charter was drafted in 2021 and will be published in 2022.

Green Horizons and Harbour Hopes

In partnership with Landscape Institute, we produced three in-person interdisciplinary half-day workshops in March, focussed on green placemaking policy, biodiversity net gain, and designing for the public realm. We also worked in partnership with Bristol City Council to run a series of stakeholder engagement workshops on the future of Bristol Harbour and commissioned some case studies of best practice from other harbours nationally and internationally, with McGregor Coxall.

Temple Church

The first phase of conservation work has commenced with English Heritage at Temple Church. During the year we supported public engagement, including school workshops with 100 x year 7s from St Mary Redcliffe and our city poet Caleb Parkin, a Shape My City live build, and hands-on conservation work with the public for Bristol Open Doors. We also supported English Heritage to develop their bid for the future of the site and partnerships with BCC and Redcliffe & Temple BID.

7) EDUCATION PROGRAMME

Design West is a national leader in place-based education. We inspire young people of all ages in the built environment, and open-up career pathways, intervening to provide valuable opportunities which many young people would otherwise not have. We believe that successful places of the future need a diverse workforce to design them.

Our work is desperately needed by the sector. 1% of British architects are black, 12% of UK engineers are women, and 5% of construction directors and senior managers are BAME. Only 7% of directors and 5% of senior directors in the private planning sector are women.

Shape My City (15 – 18 yrs)

Shape My City offers high-quality career development support aimed at girls and young people from BAME and lower socio-economic backgrounds, making a tangible impact on their lives, whilst working towards building a more diverse and representative built environment sector.

In 2020 we re-designed the programme in response to the Black Lives Matter movement, to better meet the needs of young people, connecting them with future employers and higher education providers. Trustee and former Shape My City graduate Hani Salih helped to shape the refreshed programme, with our Head of Education, the architect and educator Shankari Raj (AJ 40 under 40). We kept the programme driving forwards in the pandemic, flexing when needed, to deliver workshops online.

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“The best thing about Shape My City was learning about the different career paths within design and architecture (but possibly also the jerk chickenwraps).” Shape My City Student 2021

In the summer of 2021, our reinvigorated programme saw exceptional outcomes for its first graduates. Over 90% of participants reported growth in:

- Strength to recognise individual skills;
- Confidence to influence change in their environment;
- Knowledge of how to reach goals;
- Ability to communicate with authority; and
- Collaboration: I work collaboratively.

Over 80% reported greater self-belief that they would reach their goals. Some of the student voices are captured below.

“Being part of Shape My City makes me believe I can gain the skills I need to get the career I want.”

“I really enjoyed the live build & being able to build something that would benefit the wider community”

“Being part of Shape My City makes me believe I can have a real effect on our city, should I really try”

The programme finished the year with a live build, to put their skills into practice. The team worked alongside staff and students from UWE and English Heritage to create a community shed in the grounds of Temple Church, decorating the new structure with some of the poetry created between our city poet and the year 7 students from Redcliffe and Temple School. The live build was supported by Quartet Community Foundation, English Heritage, AHMM, and the Landscape Institute.

In Autumn 2021 we took on a new cohort of students, and the charity went into school assemblies to further increase and diversify our intake. 50 young people applied, with 28 students accepted from 12 schools, 75% of the students identify as BAME and 50% are female. In Winter 2021 Shankari Raj went on maternity leave and the highly capable Rebecca Nixon covered the role on secondment from AHMM.

We thank the organisations who have signed up to take part in the new academic year, namely Turner Works, BCC, AHMM, Ramboll, Arup, FCB Studios, Churchman Thornhill Finch, LDA, Socius, UWE and Arcadis. And we extend our thanks to all the volunteer professional inspirers, young people and university students who give their energy, enthusiasm and skills to the transformative programme.

“The Shape My City programme provides invaluable opportunities for young Bristolians from diverse backgrounds to gain new skills and confidence, developing career pathways into built environment and property sectors. Through creative careers workshops, mentoring, live projects and access to inspiring industry role models, the programme aims to nurture a new generation of placemakers, who better reflect the diversity of our city” Asher Craig, Deputy Mayor of Bristol

Design West

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8) CAPITAL TRANSFORMATION

By Spring 2021, our home on the harbour was in desperate need of renovation. Over the past two years, the trustees and a team led by Dr Anna Rutherford had developed detailed plans to re-model and refurbish the building into a vibrant new venue for design and placemaking, and raised funds for the works.

In April 2021, planning permissions were granted, and our project team of Director Dr Anna Rutherford, project architect Shankari Raj, interior designer Gemma Randall (BBC His Dark Materials), planning support Tom Bell, trustees Nick Childs, Tom Russell, Cora Kwiatkowski, Gavin Eddy and Seb Loyn and a supportive community of built environment professionals began the capital transformation.

The exterior of the building was given a bright reimagining, emblazoned with our bold new name Design West to better engage the public. New entrances were installed and the organization reached across the quayside with a new (accessible) terrace. The ground floor was completely refurbished to create 'The Architect' a design themed café-bar, a place for informal events, and for creativity and conversation to flow. The first floor was transformed into a space for public engagement, education, workshops and events, creating a hub for the city. New wooden flooring and soundproofing created 'The Assembly' and 'The Board Room' spaces for our own programmes, and those of regional and national partners. Our main contractors on the project were Innes Symes, and electricians Kobec. The charity benefitted hugely from in-kind materials, discounts and skills given freely.

We were incredibly thankful for support from Hydrok, Cook Brown, Arup, Altro, Rudge Brothers Vitra, Spatia, One Eighty Light, Furniture 23, Tile Stores, Ecophon, Origin Furniture, Mott Macdonald and Max Fordham.

In June 2021 we successfully raised the final £27,000 for the transformation from a public appeal and crowdfunder. Stride Treglown became a major supporter of The Assembly, firms AHMM, FCB Studios, KB2, HTA, Rise Structures, YTL, Arcadis, Ramboll, Studio Lime and over 100 individuals gave to the project. Many of their names still shine from the brass tiles embedded into the bar.

The pandemic and Brexit impacted the availability of materials and labour throughout the build, proving to be challenging to cost and time. However, the team managed incredibly well to finish within our available funds and only 6 weeks late. Strong project management meant that we had sufficient budget left to begin to renovate the second floor, a new home for our shared office and co-working space.

The venue opened in September 2021, to hugely positive feedback, and despite the interlude of omicron, the building has begun to fill with talks, workshops, new architectural societies and design-related clubs and activities for those aged 8 – 80. Many visitors have commented on how the building's heritage features seem to have been 'restored' and brought back into view.

"What an addition The Architect is to Bristol harbourside. Great job Dr Rutherford, trustees and team"

Laura Pye, Director National Museums Liverpool

"The renovation project has restored what was originally an 18th century sail loft on Narrow Quay near Pero's Bridge, with features including charred timber beams from a fire." Bristol 247

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9) FINANCIAL AND OPERATIONAL REVIEW

Financial review and Covid-19

2021/22 saw Design West again report the highest turnover on record, as the organisation continued to build its impact, whilst controlling a major capital project and maintaining a safe level of reserves.

Income for the year was £824,797 an increase of 39% (£231K) on the previous year (£593,819), reflecting another step forward for the charity. The trustees are pleased to report a tripling in income since 2018, under the leadership of the current director and team, which represents the advances made by the organisation with respect to delivering key services, generating demand from larger audiences, and forging stronger, valued partnerships.

In 2021/22 as planned, the trustees used the designated capital transformation fund (£228K on 31 March 21) to renovate the building. Careful in-year management and additional fundraising by the director and team meant that we were able to expand the scope of interior works to the third floor, and still finish the year with £25K in the designated fund for the building. The whole building project cost ~£260K, and the trustees believe this to represent excellent value for money, finishing well below the £317K originally scoped for two floors by the trustee working group.

Our Design Services work grew as we expanded into the South West region, incorporating capacity from Creating Excellence, and almost doubling income from £162K (2020/21) to £314K (2021/22). Our strong Placemaking work continued, raising £140K (including grants), and we began to work the asset of our building differently, harnessing it for our charitable objectives. Having opened the café bar in September 2021, (despite closure for a winter covid wave) we raised £127K through this new income stream (estimating 60% generated from charitable activity) and continued to generate hires of space and rent.

All income from the café bar and space hires is classified under 'other trading activities' in these accounts, with the associated staff costs added to expenditure under 'raising funds', which explains the significant growth of both these areas. The charity has commenced the process of setting up a wholly owned trading subsidiary to operate the café bar and will separate this arm in 2022/23. The café bar functions to better engage the public and support our charitable activities, but will also drive an income stream to improve the resilience of the parent charity.

Our public programmes include our public talks, education programme and Bristol Open Doors. Despite another covid-hit year, we managed to raise ~£36K from ticket sales towards our programme, demonstrating our value to the public. Important subsidies from the Heritage Fund and Arts Council supported our programmes, alongside sponsorship and surplus from our own services.

Expenditure for the year was £830,628 with ~£127K ploughed into fixed assets (£180K total fixed assets up from £52K in the previous year). Given the planned capital work, the trustees budgeted for a large in-year deficit and are pleased to report that the accompanying in-year growth has reduced this to ~£6K.

We finished the year in a strong and stable financial position. Restricted reserves are at £24,439 which includes a deficit of £25K for the completed resilience project for Bristol Open Doors, which will be drawn down from the Heritage Fund in 2022. Unrestricted reserves total £857,240 which includes the leasehold property (£444,507), designated cash funds of £60K and a general fund of £349,993. The

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general fund contains our unrestricted net current assets of approximately £216,158 (up £89K from £127K the previous year) and tangible fixed assets of £133,835.

The trustees have designated funds for projects where we anticipate future spending. This includes setting aside funds for the building (£25K), as we are aware that the roof, rear render and lift have a limited lifespan and may soon need investment. Funds have also been set aside for Education (£10K) to safeguard Shape My City, as sponsorship may dip in the predicted recession and Programme, which always requires subsidy, particularly activity linked to Bristol Open Doors.

Income streams including space hires, box office, sponsorship and the café bar were all impacted by the pandemic in 2020/21. Attendance at talks was at 40% of pre-pandemic levels, although there were signs of audiences returning as we exited the final omicron wave. However, we kept expenditure very tight across projects accordingly, with the director working additional hours to manage projects. Moving forwards we will need to invest in our core team to ensure that we have the resource and stability to underpin our growth.

Despite a challenging year, the trustees are pleased to report a responsible reserves position leading into 2021/22, and a strong mix of income streams now supporting our programmes. With clear leadership and the support of new and existing funders for our impactful work, we are confident in our sustainable future.

The Director and chair met every two weeks during the pandemic, to regularly discuss the ongoing risk and decisions taken by the organisation.

Risk and financial monitoring

Design West has stringent financial processes. Budgets and cashflow positions are carefully monitored throughout the year to ensure any risks are identified and mitigated at an early stage.

Overhead and administration costs are reviewed annually to ensure maximum cost efficiency and value for money. We continually look for ways to maximise income and make efficiency savings without compromising public benefit or the quality of the offer.

Well-structured accounts software (Quickbooks) enables us to set targets and track spending across the business. Progress against financial targets is monitored closely through monthly reports and regular meetings with budget holders. At an executive level, overall progress is monitored monthly. Highlight reports are sent to the board on a regular basis with full financial reports and forecasts produced and discussed at quarterly board meetings.

Restricted funds are carefully monitored and tracked through profit and loss accounts established for each project. The organisation maintains a risk register to identify and regularly monitor the risks facing the organisation. Monitoring and mitigation of risks is discussed at each board meeting, with any significant changes to risk status escalated to the trustees between meetings.

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For the year ended 31 March 2022

Structure, governance and management

Design West is a charity, governed by our Board of Trustees who are non-executive and unpaid. Our Director Dr Anna Rutherford is recognised for transforming organisations, in terms of both impact and financial resilience, and continues to work with the Chair and Board to make sustainable strategic change across the organisation to strengthen key areas of activity, staff structure and to modernise operations.

During the year the board began a process, to modernise the structure of the charity supported by the highly regarded legal firm Counterculture LLP and the director. Originally constituted as a company limited by shares in 1984 (no dividends are paid to the founding shareholders) and a registered charity, the trustees commenced the process of tracking down and communicating with the founding shareholders to prepare for conversion to a CIO. This conversion process enables us to update to a more modern and widely recognised charitable structure, whilst retaining the same registered charity number. The charity completed the process in 2022/23, the next financial year.

The board of trustees meets quarterly and is ultimately responsible for:

- Ensuring the aims & objectives of the organisation are being effectively achieved;
- Providing strategic support to the director and staff;
- Agreeing the annual budget and ensuring financial best practice and resilience;
- Ensuring by regular review the maintenance and implementation of policies, including Child Protection, Equality and Diversity, Health and Safety and Volunteers; and
- Building landlord matters.

The trustees regularly review the composition of the board to ensure it has the skills necessary for continued good management and the financial success of the organisation. The board will continue to develop to update our skillset, networks and to better balance diversity.

Public benefit

With regard to the Charity Commission public benefit guidance, Design West exists to promote better buildings and places for people. We do this through demonstrating the value of good design and raising awareness and expectations, achieved through our talks, exhibitions, walks, and education programmes and by partnership working. Our design services were established to improve the quality of the built environment around us, raising the standards of the houses and neighbourhoods we live in, the services we use and the public realm we all share. Our programme of talks and workshops have affordable ticket prices and we offer concessionary discounts to a range of groups. Bristol Open Doors is priced affordably, below the cost of delivery, and free tickets are both actively distributed and made available on request to remove barriers to access. Our education and outreach activities are largely aimed at young people from ethnically and socio-economically diverse backgrounds, many of these are free to access, with expenses paid, enabling a wide range of people to participate. We are based centrally on Bristol Harbour with good public transport links and are accessible for disabled visitors. We have an engagement and outreach programme, committed to engaging with diverse communities and delivered in partnership with them. Activity takes place in different neighbourhoods across the region to extend our reach and openness.

Design West

Report of the trustees

For the year ended 31 March 2022

Reserves policy

Design West's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the trustees' agree that in order to weather variations in cash flow our free reserves should reach six months expenditure (£220,000) as a general reserve. In addition to this, the board have assigned designated reserves funds. At the end of March 2022, the board are pleased to report significant progress against our business plan.

Unrestricted free reserves increased to £216,158 in the general unrestricted reserve fund and £60,000 in the designated funds described above. The trustees will continue to balance holding strong reserves for the organisation, with the ongoing business risks, including Covid-19, recession, and the cost of living crisis.

The trustees believe that the current business plan makes the business a going concern and are confident of a mixed income stream over the next 3 years. The organisation has a 125-year lease asset that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review and Placemaking Services.

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales 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 the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which 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 constitution. The trustees are also responsible for

Design West

Report of the trustees

For the year ended 31 March 2022

safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 15 December 2022 and signed on their behalf by



Nick Childs - Chair

Independent examiner's report

To the trustees of

Design West

I report to the trustees on my examination of the accounts of Design West (the CIO) for the year ended 31 March 2022, which are set out on pages 20 to 39.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out 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 CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides bookkeeping services to the CIO. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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

- (1) accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) 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 any 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.

Alison Godfrey

Date: 15 December 2022

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Design West

Statement of financial activities

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	Restated 2021 Total £
Income from:					
Donations	3	36,118	72,458	108,576	53,442
<i>Charitable activities</i>					
Design services	4	-	314,834	314,834	161,995
Place making		3,000	136,595	139,595	166,367
Public programme		10,000	46,733	56,733	117,958
Other charitable activities		-	8,715	8,715	8,266
Other trading activities	5	-	152,162	152,162	29,600
Investments		-	44,182	44,182	56,191
Total income		<u>49,118</u>	<u>775,679</u>	<u>824,797</u>	<u>593,819</u>
Expenditure on:					
Raising funds		-	230,137	230,137	15,921
<i>Charitable activities</i>					
Design services		-	255,728	255,728	164,474
Place making		2,707	144,013	146,720	133,000
Public programme		95,718	93,928	189,646	124,437
Other charitable activities		-	8,397	8,397	8,200
Total expenditure	7	<u>98,425</u>	<u>732,203</u>	<u>830,628</u>	<u>446,032</u>
Net income / (expenditure) and net movement in funds	8	(49,307)	43,476	(5,831)	147,787
Reconciliation of funds:					
Total funds brought forward		<u>73,746</u>	<u>813,764</u>	<u>887,510</u>	<u>739,723</u>
Total funds carried forward		<u><u>24,439</u></u>	<u><u>857,240</u></u>	<u><u>881,679</u></u>	<u><u>887,510</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the accounts.

Prior period income and expenditure have been reclassified to reflect the requirements of the Charities SORP (FRS 102) to expand charitable activity categories and to be comparable with the current year. The restatements are purely reclassifications of income and expenditure and do not affect net income.

Design West

Balance sheet

As at 31 March 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	11		179,994	52,018
Investments	12		398,348	398,348
			578,342	450,366
Current assets				
Stock	13	8,633		-
Debtors	14	159,850		73,210
Cash at bank and in hand		302,379		438,249
		470,862		511,459
Liabilities				
Creditors: amounts falling due within 1 year	15	(167,525)		(74,315)
Net current assets				
			303,337	437,144
Net assets				
	18		881,679	887,510
Funds				
Restricted funds	19		24,439	73,746
Unrestricted funds				
Designated funds			504,507	683,764
General funds			349,993	127,260
Share capital			2,740	2,740
Total charity funds				
			881,679	887,510

Approved by the trustees on 15 December 2022 and signed on their behalf by



Nick Childs - Chair

Design West

Statement of cash flows

For the year ended 31 March 2022

	2022 £	Restated 2021 £
Cash used in operating activities:		
Net movement in funds	(5,831)	147,787
Adjustments for:		
Depreciation charges	24,083	4,004
Decrease / (increase) in stock	(8,633)	-
Decrease / (increase) in debtors	(86,640)	15,438
Increase / (decrease) in creditors	93,210	16,004
Proceeds from investments	<u>(44,182)</u>	<u>(56,191)</u>
Net cash provided by / (used in) operating activities	<u>(27,993)</u>	<u>127,042</u>
Cash flows from investing activities:		
Proceeds from investments	44,182	56,191
Purchase of tangible fixed assets	<u>(152,059)</u>	<u>(5,149)</u>
Net cash provided by / (used in) investing activities	<u>(107,877)</u>	<u>51,042</u>
Increase / (decrease) in cash and cash equivalents in the year	(135,870)	178,084
Cash and cash equivalents at the beginning of the year	<u>438,249</u>	<u>260,165</u>
Cash and cash equivalents at the end of the year	<u>302,379</u>	<u>438,249</u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Design West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of design services is deferred until criteria for income recognition are met.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

e) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Design West

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

g) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	2022	2021
Raising funds	24.0%	6.2%
<i>Charitable activities</i>		
Design services	37.2%	45.5%
Place making	9.0%	13.6%
Public programme	27.7%	31.5%
Other charitable activities	2.1%	3.2%

h) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Leasehold property	125 years
Office equipment	3 years
<i>Fixtures and fittings</i>	
Bespoke fixtures	5 years
Other fixtures and fittings	3 years
Leasehold improvements	10 years

Items of equipment are capitalised where the purchase price exceeds £500.

i) Investment property

Investment property is measured at fair value with changes in the fair value recognised in the Statement of Financial Activities. The trustees have a policy of revaluing investment properties every 5 years.

j) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1. Accounting policies (continued)

m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are: depreciation (see accounting policy (h)), the split of the property between tangible fixed assets and investments (see note 12) and the valuation of investment property see (accounting policy (i)).

Design West

Notes to the financial statements

For the year ended 31 March 2022

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	Restated 2021 Total £
Income from:			
Donations	25,000	28,442	53,442
<i>Charitable activities</i>			
Design services	-	161,995	161,995
Place making	47,399	118,968	166,367
Public programme	16,809	101,149	117,958
Other charitable activities	-	8,266	8,266
Other trading activities	-	29,600	29,600
Investments	-	56,191	56,191
Total income	89,208	504,611	593,819
Expenditure on:			
Raising funds	-	15,921	15,921
<i>Charitable activities</i>			
Design services	-	164,474	164,474
Place making	10,750	122,250	133,000
Public programme	68,398	56,039	124,437
Other charitable activities	-	8,200	8,200
Total expenditure	79,148	366,884	446,032
Net income	10,060	137,727	147,787
Transfers between funds	6,936	(6,936)	-
Net movement in funds	16,996	130,791	147,787

Design West

Notes to the financial statements

For the year ended 31 March 2022

3. Income from donations

	Restricted £	Unrestricted £	2022 Total £
Donations	-	35,093	35,093
Grants	<u>36,118</u>	<u>37,365</u>	<u>73,483</u>
Total income from donations	<u>36,118</u>	<u>72,458</u>	<u>108,576</u>
Prior period comparative:			Restated 2021
	Restricted £	Unrestricted £	Total £
Donations	-	39	39
Grants	<u>25,000</u>	<u>28,403</u>	<u>53,403</u>
Total income from donations	<u>25,000</u>	<u>28,442</u>	<u>53,442</u>

The prior period has been restated for reclassification of grants and membership income as income from charitable activities.

Design West

Notes to the financial statements

For the year ended 31 March 2022

4. Income from charitable activities

	Restricted £	Unrestricted £	2022 Total £
<i>Design services</i>			
Service provision	-	314,834	314,834
<i>Place making</i>			
Grants	3,000	1,500	4,500
Service provision	-	135,095	135,095
	<u>3,000</u>	<u>136,595</u>	<u>139,595</u>
<i>Public programme</i>			
Grants	10,000	500	10,500
Service provision	-	6,163	6,163
Space hire	-	560	560
Events	-	39,510	39,510
	<u>10,000</u>	<u>46,733</u>	<u>56,733</u>
<i>Other charitable activities</i>			
Service provision	-	60	60
Membership	-	8,415	8,415
Space hire	-	240	240
	<u>-</u>	<u>8,715</u>	<u>8,715</u>
Total income from charitable activities	<u>13,000</u>	<u>506,877</u>	<u>519,877</u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

4. Income from charitable activities (continued)

Prior period comparative:

	Restricted £	Unrestricted £	Restated 2021 Total £
<i>Design services</i>			
Service provision	-	161,995	161,995
<i>Place making</i>			
Grants	47,399	24,968	72,367
Service provision	-	94,000	94,000
	<u>47,399</u>	<u>118,968</u>	<u>166,367</u>
<i>Public programme</i>			
Grants	16,809	62,707	79,516
Service provision	-	2,350	2,350
Events	-	36,092	36,092
	<u>16,809</u>	<u>101,149</u>	<u>117,958</u>
<i>Other charitable activities</i>			
Membership	-	8,266	8,266
	<u>-</u>	<u>8,266</u>	<u>8,266</u>
Total income from charitable activities	<u><u>64,208</u></u>	<u><u>390,378</u></u>	<u><u>454,586</u></u>

The prior period has been restated to expand charitable activity categories and to reclassify grants and membership income.

5. Income from other trading activities

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Café/bar sales	-	127,299	127,299	-
Sponsorship	-	22,400	22,400	29,600
Space hire	-	2,070	2,070	-
Service provision	-	393	393	-
Total income from other trading activities	<u><u>-</u></u>	<u><u>152,162</u></u>	<u><u>152,162</u></u>	<u><u>29,600</u></u>

All income from other trading activities in the prior year was unrestricted.

Design West

Notes to the financial statements

For the year ended 31 March 2022

6. Government grants

The charity receives government grants, defined as funding from the Coronavirus Job Retention Scheme, Bath and North East Somerset Council, Arts Council England and Bristol City Council to fund charitable activities. The total value of such grants in the period ending 31 March 2022 was £53,483 (2021: £145,445). There are no unfulfilled conditions or contingencies attaching to these grants in 2021/22.

Design West

Notes to the financial statements

For the year ended 31 March 2022

7. Total expenditure

	Raising funds £	Design services £	Placemaking £	Public programme £	Other charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 9)	59,022	91,367	22,094	67,917	5,273	34,367	280,040
Recruitment and training	-	-	-	390	-	2,797	3,187
Cost of goods sold	51,191	-	-	-	-	-	51,191
Production	2,674	109,976	107,149	35,541	-	7,496	262,836
Engagement and evaluation	-	-	483	3,873	-	-	4,356
Marketing and communications	2,198	255	3,904	29,974	-	3,313	39,644
Repairs and maintenance	72,666	-	-	11,806	-	16,105	100,577
Building costs	5,250	-	-	-	-	25,182	30,432
Office and admin	-	-	-	-	-	18,617	18,617
Finance and legal	-	-	-	-	-	11,971	11,971
Organisational development	2,169	-	-	(92)	-	1,617	3,694
Depreciation	-	-	-	-	-	24,083	24,083
Sub-total	195,170	201,598	133,630	149,409	5,273	145,548	830,628
Allocation of support and governance costs	<u>34,967</u>	<u>54,130</u>	<u>13,090</u>	<u>40,237</u>	<u>3,124</u>	<u>(145,548)</u>	<u>-</u>
Total expenditure	<u>230,137</u>	<u>255,728</u>	<u>146,720</u>	<u>189,646</u>	<u>8,397</u>	<u>-</u>	<u>830,628</u>

Total governance costs were £9,224 (2021: £3,922)

Design West

Notes to the financial statements

For the year ended 31 March 2022

7. Total expenditure (continued)

Prior period comparative

	Raising funds £	Design services £	Placemaking £	Public programme £	Other charitable activities £	Support and governance costs £	Restated 2021 Total £
Staff costs (note 9)	9,737	70,866	21,249	49,063	5,015	28,059	183,989
Recruitment and training	-	-	-	-	-	1,695	1,695
Cost of goods sold	-	-	-	-	-	-	-
Production	-	48,066	93,924	27,744	-	6,445	176,179
Engagement and evaluation	-	-	2,627	3,205	-	-	5,832
Marketing and communications	-	530	1,704	13,262	-	13,775	29,271
Repairs and maintenance	-	-	-	-	-	-	-
Building costs	-	-	-	-	-	15,402	15,402
Office and admin	-	-	-	-	-	22,368	22,368
Finance and legal	-	-	-	-	-	4,669	4,669
Organisational development	-	-	-	-	-	2,623	2,623
Depreciation	-	-	-	-	-	4,004	4,004
Sub-total	9,737	119,462	119,504	93,274	5,015	99,040	446,032
Allocation of support and governance costs	<u>6,184</u>	<u>45,012</u>	<u>13,496</u>	<u>31,163</u>	<u>3,185</u>	<u>(99,040)</u>	<u>-</u>
Total expenditure	<u>15,921</u>	<u>164,474</u>	<u>133,000</u>	<u>124,437</u>	<u>8,200</u>	<u>-</u>	<u>446,032</u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

8. Net movement in funds

This is stated after charging:

	2022	2021
	£	£
Depreciation	24,083	4,004
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	125	-
Independent examiner's remuneration:		
▪ Independent examination (excluding VAT)	3,000	2,520

Trustees' reimbursed expenses relating to one trustee consist of travel costs incurred.

9. Staff costs and numbers

Staff costs were as follows:

	2022	Restated 2021
	£	£
Salaries and wages	258,101	169,767
Social security costs	16,091	10,174
Pension costs	5,848	4,048
	280,040	183,989
Freelance	118,805	70,206
	398,845	254,195

Freelance costs for the current and prior year are included in productions costs in note 7.

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees, Director, General Manager, and Head of Design. The total employee benefits of the key management personnel were £94,680 (2021: £76,771).

	2022	2021
	No.	No.
Average head count	14	8

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Design West

Notes to the financial statements

For the year ended 31 March 2022

11. Tangible fixed assets

	Leasehold property £	Office equipment £	Fixtures and fittings £	Leasehold improvements £	Total £
Cost					
At 1 April 2021	132,783	11,363	-	-	144,146
Additions in year	<u>-</u>	<u>7,472</u>	<u>106,437</u>	<u>38,150</u>	<u>152,059</u>
At 31 March 2022	<u>132,783</u>	<u>18,835</u>	<u>106,437</u>	<u>38,150</u>	<u>296,205</u>
Depreciation					
At 1 April 2021	85,562	6,566	-	-	92,128
Charge for the year	<u>1,062</u>	<u>4,409</u>	<u>16,200</u>	<u>2,412</u>	<u>24,083</u>
At 31 March 2022	<u>86,624</u>	<u>10,975</u>	<u>16,200</u>	<u>2,412</u>	<u>116,211</u>
Net book value					
At 31 March 2022	<u>46,159</u>	<u>7,860</u>	<u>90,237</u>	<u>35,738</u>	<u>179,994</u>
At 31 March 2021	<u>47,221</u>	<u>4,797</u>	<u>-</u>	<u>-</u>	<u>52,018</u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

12. Investments

Investment property

16 Narrow Quay, Bristol was transferred to the client on 24 June 1997. The property was held as a tangible fixed asset and depreciated over the 125 year leasehold term. At this time, the building was used fully by Design West for operational use. In the year ended 31 March 2017 the building became a mixed use investment property. At this date 75% of building was transferred to investment property and is held at fair value, with the remaining 25% held as a tangible fixed asset and depreciated over the 125 year leasehold term. The tangible fixed asset portion represents the portion of the building occupied by Design West for operational use.

	2022 £	2021 £
Market value at 1 April 2021	398,348	398,348
Realised gains / (losses)	-	-
Unrealised gains / (losses)	-	-
	<u>398,348</u>	<u>398,348</u>
Market value at 31 March 2022	<u>398,348</u>	<u>398,348</u>
Historical cost at 31 March 2022	<u>398,348</u>	<u>398,348</u>

13. Stock

	2022 £	2021 £
Café and bar stock	<u>8,633</u>	<u>-</u>

14. Debtors

	2022 £	2021 £
Trade debtors	144,263	68,326
Prepayments and accrued income	<u>15,587</u>	<u>4,884</u>
	<u>159,850</u>	<u>73,210</u>

15. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	78,759	26,377
Accruals and deferred income (see note 16)	62,568	32,268
Other taxation and social security	5,643	5,207
VAT	18,720	9,484
Other creditors	<u>1,835</u>	<u>979</u>
	<u>167,525</u>	<u>74,315</u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

16. Deferred income

	2022 £	2021 £
At 1 April 2021	29,497	19,615
Deferred during the year	45,979	23,297
Released during the year	<u>(29,497)</u>	<u>(13,415)</u>
At 31 March 2022	<u><u>45,979</u></u>	<u><u>29,497</u></u>

Deferred income relates to services paid for in 2021/22 but were provided in 2022/23.

17. Share capital

	2022 £	2021 £
Allotted called up and fully paid: 274 ordinary shares of £10 each	<u><u>2,740</u></u>	<u><u>2,740</u></u>

18. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Share capital £	Total funds £
Tangible fixed assets	-	46,159	133,835	-	179,994
Investments	-	398,348	-	-	398,348
Current assets	24,439	60,000	383,683	2,740	470,862
Current liabilities	<u>-</u>	<u>-</u>	<u>(167,525)</u>	<u>-</u>	<u>(167,525)</u>
Net assets at 31 March 2022	<u><u>24,439</u></u>	<u><u>504,507</u></u>	<u><u>349,993</u></u>	<u><u>2,740</u></u>	<u><u>881,679</u></u>
Prior period comparative	Restricted funds £	Designated funds £	General funds £	Share capital £	Total funds £
Tangible fixed assets	-	47,221	4,797	-	52,018
Investments	-	398,348	-	-	398,348
Current assets	73,746	238,195	196,778	2,740	511,459
Current liabilities	<u>-</u>	<u>-</u>	<u>(74,315)</u>	<u>-</u>	<u>(74,315)</u>
Net assets at 31 March 2021	<u><u>73,746</u></u>	<u><u>683,764</u></u>	<u><u>127,260</u></u>	<u><u>2,740</u></u>	<u><u>887,510</u></u>

Design West

Notes to the financial statements

For the year ended 31 March 2022

19. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
Restricted funds					
BCC Lockleaze	8,002	-	(307)	-	7,695
BCC CIL	4,844	-	(2,100)	-	2,744
Temple Commission	20,000	-	-	-	20,000
Green Horizons	13,500	-	(13,500)	-	-
Placemaking	2,400	-	(2,400)	-	-
Unlocking Resilience	25,000	-	(50,000)	-	(25,000)
Creating Excellence					
Regional Fund	-	19,000	-	-	19,000
CRF2 Designing Creative Recovery	-	30,118	(30,118)	-	-
Total restricted funds	73,746	49,118	(98,425)	-	24,439
Unrestricted funds					
<i>Designated funds:</i>					
Capital Transformation	228,195	-	(203,195)	-	25,000
Property	445,569	-	(1,062)	-	444,507
Education	10,000	-	-	-	10,000
Programme	-	-	-	25,000	25,000
<i>Total designated funds</i>	683,764	-	(204,257)	25,000	504,507
General funds	127,260	775,679	(527,946)	(25,000)	349,993
Share capital	2,740	-	-	-	2,740
Total unrestricted funds	813,764	775,679	(732,203)	-	857,240
Total funds	887,510	824,797	(830,628)	-	881,679

Purposes of restricted funds

BCC Lockleaze

Bristol City Council partnership funding for a small Placemaking project for community co-design in Lockleaze, Bristol.

BCC CIL

Two-year Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling and tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) and a 'green' route through St Pauls.

Temple Commission

Funding for public art commission in the area of Temple Church (Cubex) to be deployed when the site is open.

Green Horizons

Funding towards Public Engagement projects connecting heritage, nature and the built environment. Contributions from Landscape Institute, English Heritage, Quartet Community Foundation.

Design West

Notes to the financial statements

For the year ended 31 March 2022

19. Movements in funds (continued)

Placemaking

Funding from South Gloucestershire Council to deliver Placemaking Training to officers in 21/22.

Unlocking Resilience

Heritage Fund project to introduce more resilient models and a CRM to underpin our heritage programme including Bristol Open Doors. Final £25K due on final report submission in 2022/23.

Creating Excellence Regional Fund

Funding from Creating Excellence to develop regional working, promoting design and placemaking into the South West.

CRF2 Designing Creative Recovery

Arts Council Cultural Recovery Funding to help support Public Programmes and Placemaking projects through the pandemic, to re-opening.

Purposes of designated funds

Capital Transformation

The trustees identified the need to undergo capital transformation of our building, which needed critical renovation and maintenance. The charity created a vision to transform the centre to better deliver public engagement, build charitable impact and create a more resilient financial model. The first part of the transformation was carried out successfully in 2021/22. An ongoing fund is required for further capital work and repairs.

Property

The property fund represents the net book value of the investment and leasehold property held at the year end.

Education

The trustees have designated a fund towards the development and safeguarding of our education work with diverse young people.

Programme

Our public programmes, including Bristol Open Doors are reliant on a dwindling pool of public subsidy. In light of austerity and the current funding climate the trustees have put aside a fund for supporting public tours and events in 2023.

Share capital

At the balance sheet date, Design West was a charitable company with share capital. Since the year end, Design West has converted to a Charitable Incorporated Organisation (CIO). The share capital remained at 31 March 2022, but will be removed on conversion to CIO status in 2022-23.

Funds in deficit

Funds in deficit represent restricted grant income which will be recovered in the year ended 31 March 2023.

Transfers

The transfer to designated funds represents an amount the trustees deem reasonable to allocate for a specific project.

Design West

Notes to the financial statements

For the year ended 31 March 2022

19. Movements in funds (continued)

Prior period comparative

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
Restricted funds					
My Place	13,235	-	(13,235)	-	-
Learning and Participation Programme	7,500	-	(7,500)	-	-
Urban Room	-	6,000	(2,310)	(3,690)	-
Homes for Heros	-	2,409	-	(2,409)	-
ACE The Green Way Grant	-	14,900	(14,063)	(837)	-
BCC Lockleaze	3,753	4,999	(750)	-	8,002
BCC CIL	36,134	-	(31,290)	-	4,844
BCC Placemaking	10,000	-	(10,000)	-	-
Temple Commission	-	20,000	-	-	20,000
Green Horizons	-	13,500	-	-	13,500
Placemaking	-	2,400	-	-	2,400
Unlocking Resilience	-	25,000	-	-	25,000
Total restricted funds	70,622	89,208	(79,148)	(6,936)	73,746
Unrestricted funds					
<i>Designated funds:</i>					
Capital Transformation	133,065	-	-	95,130	228,195
Property	446,036	-	(467)	-	445,569
Education	-	-	-	10,000	10,000
<i>Total designated funds</i>	579,101	-	(467)	105,130	683,764
General funds	87,260	504,611	(366,417)	(98,194)	127,260
Share capital	2,740	-	-	-	2,740
Total unrestricted funds	669,101	504,611	(366,884)	6,936	813,764
Total funds	739,723	593,819	(446,032)	-	887,510

20. Related party transactions

During the year, C Kwiatkowski, a trustee, was paid for design services by the charity totalling £2,200 (2021: £2,100).



Alison Godfrey FCA
 Godfrey Wilson Limited
 Chartered Accountants & Statutory Auditors
 5th Floor Mariner House
 62 Prince Street
 Bristol
 BSI 4QD

15 December 2022

Dear Alison

Letter of Representations on the Financial Statements for the Year Ended 31 March 2022

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter dated 22 November 2022, under the Charities Act 2011 for preparing financial statements, in accordance with 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).

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the year ended 31 March 2022.

2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of your examination.
3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm that we have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
5. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.

6. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
7. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
8. We confirm that we are aware that a related party of the charity is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the charity or vice versa and as a result will include: trustees, other key management, close family and other business interests of the previous. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
9. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees except as disclosed in the financial statements.
10. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
11. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
12. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
13. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation.
14. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.
15. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
16. We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
17. We confirm that we are not aware of any matters of material significance that should be reported to regulators. We confirm that all correspondence with the Charity Commission has been made available to you.

Design West

England & Wales - Charity number 290575

Accounts

The Bristol Centre for Advancement of Architecture Limited

Annual Report and Unaudited Financial Statements

For the year ended

31 March 2021

Company Registration Number: 01831268

Charity Registration: 290575

The Bristol Centre for the Advancement of Architecture Limited
Financial Statements
Year Ended 31 March 2021

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The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

STRATEGIC REPORT

The Board of Trustees presents its annual report and audited financial statements for the Bristol Centre for the Advancement of Architecture (referred to throughout as The Architecture Centre) for the year ended 31 March 2021. The financial statements comply with current statutory requirements, the memorandum and articles of association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

INTRODUCTION

The Architecture Centre is a dynamic and growing charity that has been on a journey of transformation since 2018.

As a public-facing charity and cultural venue, the Covid-19 pandemic had a huge impact on our organisation in 2020/21 with every part of our work requiring adaption or re-imagining in the face of a public health crisis. It is testament to our outstanding team, board, collaborators, audiences, funders and supporters, that despite the huge logistical challenges and financial impacts of the pandemic, The Architecture Centre again recorded a year of growth, increasing our impact on the world around us.

Critically, the pandemic highlighted the importance of our built and natural environment to society, to our quality of life, to the planet, and to our collective health and well-being. Thus, although challenging, Covid-19 reinforced the importance of our work.

1) OBJECTIVES & ACTIVITIES

The built environment profoundly effects every single one of us on a daily basis. The quality of the homes we live in, the designs of our commutes and our communities, our schools and hospitals, our access to parks and green spaces, to culture, heritage and a shared public realm, directly impacts our health and happiness.

As the leading centre for design and creative placemaking in the West of England, The Architecture Centre brings politicians, professionals and the public together to shape better places. We share innovative and practical solutions to the challenges of our time – from the climate emergency to Covid-19, the housing crisis and the future of our cities.

Our work showcases the value of good design and the social, environmental, economic and health benefits of a better built environment. We take inspiration from around the world, bringing the exceptional to Bristol, whilst showcasing the best ideas from across the South West. We believe that by increasing public awareness and working with those responsible for development, we will help raise the bar, creating opportunity and demand for better, and greener, buildings and places.

We seek to achieve our objectives through:

- Influencing Policy & Best Practice
- Improving Design (from individual homes to major city developments)
- Inspirational & Informative Public Programmes
- Celebrating our City through Bristol Open Doors
- Education & Careers Programmes for Young People, with a Focus on Diversity
- Place Transformation with Communities

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

2) THE YEAR IN NUMBERS

During the year our activities reached over 500,000 people.

Public Programme

- 1,918 people attended our rich monthly talks programme, as we continued to build audiences and broadcast directly into people's homes during the pandemic.
- 2,590 people took part in 130 extraordinary covid-safe outdoors audio-adventures across Bristol for Bristol Open Doors. Again, audiences came from every Bristol postcode.
- 141 diverse voices from across the city were recorded to create the audio-tours and 403 people shared stories as part of the culture and heritage project.
- 40 volunteers helped re-imagine Bristol Open Doors as a covid-safe festival.

Placemaking

- An estimated 100,000+ people benefitted from placemaking project The Green Way – using the new outdoor furniture and bicycle parking or experiencing the murals we commissioned.

Education & Volunteering

- 25 young people from 8 schools across Bristol people joined the new Shape My City diverse talent accelerator programme.
- We worked safely with 75 volunteers in total across our public programmes. During the year we balanced providing opportunities to connect, with public health.

Live & Digital Audiences

- 4,947 people took part in our events and programmes.
- 38,357 people visited our websites during the year (12,689 Architecture Centre & 23,629 BOD.)
- 14,000 people subscribed to our newsletters.
- >500,000 people experienced our work through broadcast, traditional and social media.

3) PROGRAMME

The Architecture Centre is a place where design, discussion, culture and communities converge. As a world-leading centre for urban design and creative placemaking, we enable everyone to actively engage with the built environment and architecture around them. Throughout the year we showcase the world's most inspiring thinkers and practitioners from home and abroad through our public programme.

Our public programme was heavily impacted by the emergence of Covid-19, with live events cancelled from March as the country went into lockdown. Despite this, we were one of the first organisations nationally to transition to online events, bringing our programme into people's living rooms through Zoom and creating an important online community.

The pandemic highlighted the importance of our work. Covid-19 and the national lockdowns shone a spotlight on the critical nature of quality living space, access to green space, and well-serviced neighbourhoods to our health and well-being. Disparity of access to a quality built environment across society came under national focus, whilst lockdown also sparked debate on how our cities, towns and neighbourhoods could be designed differently. In response to this The Architecture Centre launched a series of talks titled The New Normal in Spring 2020, and our Director penned a series of three interviews with media partner Bristol 247 to lead the regional conversation, reaching new audiences.

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

"The Architecture Centre has done a brilliant job developing creative and artistic engagement with architecture over the last 20 years. It is an organisation that consistently challenges itself to innovate, excel and take artistic risks, combining a passion for design excellence with a great track record for bringing people and places together."

Phil Gibby, Area Director, South West, Arts Council England

National & International Talks Programme

In 2020/21 we featured keynote talks from national and international speakers addressing topics of global significance. These included Piers Taylor (The New Normal), Stirling Prize Winner Annelie Richards (Home), Parisian architects and leaders in the retrofit movement Lacaton Vassal, designer Morag Myerscough and Argentine/Japanese LGBTQ+ artist Adam Furman (Art in the City), and broadcaster George Clark (Permitted Development Rights). The environment and nature featured heavily with Landscape Architect Nigel Dunnet (Grey to Green), and our new series Designing for a Climate Emergency.

"A great place is a healthy place for people and nature to connect. It was fantastic to work across programmes on our Green Horizons project with The Architecture Centre in 2020, raising public awareness of landscape architecture, developing co-design practice, youth engagement & changing professional practice."

Sarah Jones-Morris, Chair, Landscape Institute South West

Programme Highlights

- In partnership with the Landscape Institute and University of Sheffield, Prof. Nigel Dunnett addressed the critical task of bringing nature into cities to meet the climate and biodiversity crisis, mitigate flood risk and help re-invigorate and regenerate city centres. Politicians, practitioners and local authority leads joined over 300 people in this lively exploration of ambitious greening strategies (11 Jun 2020). Our Director also published an interview with Prof. Dunnett in Bristol 247.
- With the quality of homes under the spotlight, Shadow Housing Secretary Thangam Debbonaire MP, housing researcher Julia Park (Levitt Bernstein) and architect and broadcaster George Clarke discussed the 'Rights and Wrongs of Permitted Development' (25 Mar 2021). Again to expand the reach of the debate we also commissioned and published an interview online.
- Public Health took centre stage in May (28 May 2020), as we partnered with the WHO Centre for Healthy Cities on 'Healthy Cities a Global Perspective' with Dr Louis Rice and Dr Danni Sinnet from UWE Bristol.
- In Summer 2020 we conducted our first off-site broadcast and Zoom tour from the interior of Temple Church in Bristol. English Heritage Senior Properties Curator Louise Bartlett and Pete Insole Principle Historic Environment Officer (BCC) joining our Director in a discussion of this key site 'From the Knights Templar to the Bristol Blitz' (30 Jul 2020).
- With no Stirling Prize Awarded in 2020, RIBA president-elect Simon Allford (AHMM) shared his compelling new vision for the profession with 'The Future of Architecture' (2 Feb 2021)
- Creativity continued to thread through the programme with our talks on 'Light' and 'Art in the City' highlighting the important intersect between architecture, art, collaboration and design in the creation of successful places (Morag Myerscough, Adam Furman, Playmodes Barcelona, Bristol Light Festival)

The Architecture Centre remains the only place in the South West for inspiration, information, discussion and debate about the design of our built environment, and how design impacts our environment, economy, social equality and health.

4) BRISTOL OPEN DOORS

“Bristol Open Doors is an important civic event for Bristol, a shared celebration of learning, powered by hundreds of Bristolians for thousands of visitors from every postcode. In a challenging year we were happy to see the event innovate and use technology to share different perspectives on our city, our history and our future”

Coming at such a crucial time when residents are choosing to look behind statues and find the real history of our city, Hidden Bristol encouraged people to step into each other's shoes bringing us together safely as a city with an exciting opportunity to better understand how we have become the city we are today.”

Marvin Rees, Mayor of Bristol

The ever-popular Bristol Open Doors is our largest annual activity. In normal times, for one weekend a year, Bristol Open Doors gives citizens the keys to the city, encouraging us all to explore the world around us. A unique celebration of heritage, architecture, engineering and design.

Usually the event attracts 20,000 citizens from every postcode for 40,000+ visits across the city. In the middle of a pandemic we had to dramatically revise our plan for the festival, pivoting fast to re-imagine a covid-safe version of Bristol Open Doors that brought people together, and spaces and stories to life. Building on our Director's producing experience and the Board's technology connections we worked with a series of creative partners (Arts Council England, MShed, Upfest, Watershed, Historic England, Bristol Archives and Visit Bristol) to create Hidden Bristol, a new app for the city, creating three new phone-based audio tours for the streets of Bristol made with a cast of over 100 Bristolians.

Unlocking Diverse Heritage with Historic England & Arts Council England

We worked with BBC audio producer Tom Bonnet, theatre-maker Sheila Hannon, City Poet and broadcaster Vanessa Kissuule, Upfest and young producer Keziah Wenham-Kenyon to create the audio tours.

'Hidden Harbour: Stores of a Radical City' explored stories of the harbour, slavery, trade and precarious labour, and how Bristol has struggled to tell this history, from the 1600s right up to the toppling of the Colston Statue. BAME voices were prominent in producing, writing and speaking throughout the piece. 'Vibrant Bristol – Street Art & The Painted City' took audiences on a journey through Bristol's colourful buildings, and its kaleidoscopic street art from Banksy to Upfest's infamous Greta Thunberg mural, crossing social divides to hear from artists and about form of culture often overlooked or disparaged. While 'Historic Bristol – Through Time & Temple' took audiences through the changing heart of the city, where new developments like Finzel's Reach nestle alongside almshouses, historic theatres, hidden wells and medieval buildings from the Knights Templar.

The making process represents Bristol Open Doors core values of involving people in creative placemaking and heritage projects. The tours were plays for the streets of Bristol, created with a geo-located cast of 141 Bristolians who spoke, sung, played instruments or shared stories for the tours. An impressive range of people took part as cast from activist Jen Reed, to artist Jody Thomas, artistic Director of Bristol Old Vic Tom Morris, architect Steve Tompkins, MShed and English Heritage curators, school teachers, poets, homeless gardeners, bar workers, brewers and city Mayor Marvin Rees.

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

During such a difficult year, it was really important (and joyful) for us to be part of this new narrative helping us discover the city and bringing the city together again safely. Being able to sing together in the tunnel for this project was incredible. It is our mission to help share happiness through music and singing together after so long made such a difference to our own mental health.

We are advocates for social change and wanted to use the occasion to sing songs in support of the BLM movement. To both illustrate the importance of the heritage of the music we sing and to celebrate it.

Charlie Smith, Co Director, Sønder Choir

Visit Bristol were thrilled to partner with The Architecture Centre on Bristol Open Doors. The city was brought to life in the tours using new technology in a unique and creative way. Tours appealed to visitors & locals & there were no barriers to entry. The tours enabled digital storytelling using 'real' people and stories to enhance sites, celebrating those who worked and lived there to new audiences.

These placemaking elements are critical to connect people, places and spaces within a creative story-telling app that's easy and fun to use.

Kathryn Davies, Head of Tourism, Visit Bristol

Talent Development

The innovative making process brought heritage to new audiences, technology to older audiences and new stories and places to many. It also developed BAME producing talent and provided income for a creative workforce in a covid-employment-crisis.

During challenging times for the creative and cultural sector, this was a brilliant opportunity to develop my audio production skills and create a piece of work that is informative, socially provocative and that can be experienced whilst adhering to social distancing. I have already applied the knowledge I gained from producing this tour. An all-round great experience!

Keziah Wenham-Kenyon, Audio Producer

The Hidden Harbour audio really helped me relive the city's history in real-time! It's important to be critical of our history and how it's shaped the world we live in now. With The Architecture Centre, I always learn something new'.

Hanifah S, Volunteer, 25 yrs old

Audiences & Volunteers

2,590 people brought tickets for 130 socially-distanced tours over Bristol Open Doors weekend (11 – 13 Sept 2020) and their response was overwhelmingly positive. 92% audiences said they'd learnt something new about the city, 84% of audiences said they'd recommend the tours to someone else and, in a time of polarised heritage debate, 77% audiences said they had seen the city from someone else's perspective.

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

It exceeded my expectations - I learned a lot, got outside and began to really appreciate different perspectives of the city I live in, and even about the building I live in!

Daniel Wright, Attendee of Historic Bristol: Through Time and Temple

I was struck by the plaque on the harbour in memory of the millions of people captured as slaves who lost their lives to be part of building Bristol's harbour. I've been there so many times and never noticed it.

Hannah, Audience by e-survey

Again audiences attended from every postcode in the city, with 34% of audiences newly attracted to Bristol Open Doors by the contemporary offer, and 76% of audiences new to this type of geolocated tour. 50 volunteers took part safely as live stewards and hosts over the weekend.

The bold, swift and innovative response to the challenge of Covid-19, was typical of our strong organisation and our network of collaborative partnerships. In the context of a largely closed cultural sector, with most festivals not able to deliver in 2020, we were hugely impressed by the creative innovation and dedication of our teams, participants and volunteers. Together they carefully produced exciting, informative and emotional, socially-distanced experiences for audiences.

5) DESIGN WEST

Building Better Places Through Design Review & Policy Development

The West of England is growing, with >100,000 new homes set to be built across the West of England Combined Authority (WECA) (Bath & North East Somerset, Bristol, South Gloucestershire) and nearby North Somerset, by 2036. Bristol is set to be one of the fastest growing cities over the next three years (2.3% GVA, Ernst & Young Regional Economic Forecast) with an undersupply of new homes (Bristol Housing Market Report 2017) and the fastest rising house prices of UK cities (Hometrack 2016).

Ensuring that local growth translates to a high-quality built environment, and great, sustainable, places for citizens to live and work is a priority for The Architecture Centre. In the face of increased housing and infrastructure delivery targets and reduced local authority funding from central government (32% reduction since 2008) The Architecture Centre has stepped up our support for driving quality design, convening the sector to work with us to support key local goals.

Building on our long history of bringing people together to shape better places, The Architecture Centre now provides Design Review & Policy Review Services to the WECA Authorities through the following expert panels: BANES, chaired by Rob Gregory (MArch BA (Hons) RIBA ARB), Bristol, chaired by Cora Kwiatkowski (BSc AA Dip FRSA) and Jane Fowles (BA(Hons) DipLA (Hons) MAUD CMLI), South Gloucestershire chaired by Prof. Alex Wright (BSc Dip Arch MDesS ARB FHEA) and North Somerset chaired by Juliet Bidgood (MA Dip Arch RIBA). The service is led by our experienced Head of Design Pippa Goldfinger.

The panels convene 70 experts across design, health, climate, engineering, heritage, housing, landscape, inclusive growth, people and place, and transport, to provide independent guidance on significant development proposals for the region. The Design Review process leads directly to design improvements for citizens and the environment whilst often adding value to projects.

In 2020/21 we were able to transition the design review services online when needed, with remote site visits conducted by video in advance of the reviews.

The Bristol Centre for the Advancement of Architecture Limited

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Year Ended 31 March 2021

Design Review Service

Valued by all stakeholders as a tool to drive better design, the expanded Design Review service has seen 33 schemes in the past year. Sites brought to review included University of Bristol Temple Quarter Enterprise Campus, U Shed, The Galleries, Ashton Gate, Uplands (Nalisea), The Triangle (Clevedon) St Mary Le Port, Winterstoke Academy (S.Glos), Bath Regency Laundry and Selwood Garden Village.

We continue to refresh and diversify our panelists to bring new critical skills and experience and to improve gender balance and diversity.

Notably the service has particularly supported developers to change their designs with practical interventions to create better, healthier places to live and work, through:

- Prioritizing active travel
- Improving biodiversity & landscape
- Improving the character & build quality of developments
- Guidance on designing for health, well-being & the creation of new communities (e.g. student accommodation & residential-led developments)
- Supporting zero carbon strategies & sustainable transport
- Accessible & inclusive design
- Design & viability advice for creating economically sustainable places

Design West acts as a critical friend to the council, providing design review on a regular basis alongside policy and strategy review. The panel members' wide ranging expertise helps the council make robust and well balanced decisions and is an excellent resource for officers and members to draw on.

Cllr Nicola Beech, Cabinet Lead Spatial Planning and City Design – Bristol City Council

Thanks to Design West for today's design review of our next phase of Finzel's Reach on the former Avon Fire HQ plot. Good positive feedback and well-received critiquing of our scheme. Again, I encourage applicants to use design panels. It makes for better schemes.

Gavin Bridge, Cubex (Property Developer)

Developing a Placemaking Charter for the West of England

In 2020/21 we continued to develop the first Placemaking Charter for the West of England. We successfully transitioned the process to a series of cross-sector digital workshops, bringing expertise across professionals, politicians and the public together to create a charter to drive better development across the region. The Charter was drafted in 2021 and will be published in 2022.

6) EDUCATION PROGRAMME

The Architecture Centre is a national leader in place-based education. We inspire young people of all ages in the Built Environment, and open-up career pathways, intervening to provide valuable opportunities which many young people would otherwise not have. We believe that successful places of the future need a diverse workforce to design them.

Our work is desperately needed by the sector. 1% of British Architects are black, 12% of UK Engineers are women, 5% of Construction Directors and Senior Managers are BAME. Only 7% of Directors, and 5% of Senior Directors in the Private Planning Sector are women.

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Shape My City (15 – 18 yrs)

Shape My City offers high quality careers development support aimed at girls and young people from BAME and lower socio-economic backgrounds, making a tangible impact on their lives, whilst working towards building a more diverse and representative built environment sector.

The Black Lives Matter movement, challenged us to re-design our programme in 20/21 to better meet the needs of young people. Focussing on our award-winning Shape My City programme (now in its 7th year) we worked with former Shape My City graduate Hani Salih to re-design the course, better connecting young people with future employers and higher education providers.

Launching in Sept 2020 the new programme, led by diverse architect and educator Shankari Raj (AJ 40 under 40), saw us test new partnerships with English Heritage, AHMM, Landscape Institute, Arup, BDP, Buro Happold, Stride Treglown, and IKEA/Boklok. The programme is performing better than ever, with an intake of 25 students accepted through a new competitive application process. 44% of the students are BAME (24% white other) and 64% are female. We will report on this first year in full when it ends in our 2021/22 report.

Shape My City graduate Hani Salih also joined the board of trustees in 2020 to provide a critical steer and oversight to this area of work, whilst diversifying our organisation.

Because of Shape My City, I believe I can have more input into how the world around me develops.
Shape My City Student 2021 (female and BAME)

The Shape My City programme provides invaluable opportunities for young Bristolians from diverse backgrounds to gain new skills and confidence, developing career pathways into built environment and property sectors. Through creative careers workshops, mentoring, live projects and access to inspiring industry role models, the programme aims to nurture a new generation of placemakers, who better reflect the diversity of our city
Asher Craig, Deputy Mayor of Bristol

7) PLACEMAKING

During 2020/21 we developed a new strand of work bringing community stakeholders, local politicians and built environment professionals together to vision, co-design and transform our shared public space.

The Green Way

Our pilot project The Green Way in St Paul's, saw us co-vision and transform a disadvantaged area of Bristol. Collaborating with school children, professionals, politicians, communities and creatives we transformed three important community sites in St Paul's, through murals, green infrastructure, outdoor seating and tables, trees, insect hotels, lighting and cycle-parks.

The transformations enabled communities to better use their public spaces - with the multicultural theme of food and community-led design at the heart. We adapted to run the design process through lockdown, co-ordinating schools Zoom workshops and a recipe-sharing Facebook campaign (over 200 recipes were submitted) to feed into designs. We engaged Somali, Kurdish and Afro-Caribbean communities, forging new community links, a destination and a stronger sense of place.

Our survey of locals and visitors demonstrated success with 100% of people stating they were more likely to visit the area because of the changes and that they were more likely to do this on foot or by bike. 77% said they'd visit again in the next month and 100% said they learnt something about another culture through the project. Project partners strongly praised The Green Way project and our co-ordinating team.

The Bristol Centre for the Advancement of Architecture Limited

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The impacts of The Green Way on our centre and Community Cafe are all encompassing. The murals and street furniture have changed the perception of our building from an uninviting, institutional presence to something more connected with its surroundings and community, and is something to admire. It has enabled us and the cafe to have a more outward-facing presence, has been incredibly beneficial to our business model and community throughout the pandemic, and has brought life and activity to the much-underused green space.

Gem Burgoyne, Manager, St Pauls Learning Centre

Participating in, and watching The Green Way unfold, grounded the project in St Paul's with residents. Now that the final touches have been made, it fills St Paul's residents with immense pride to live in an area with so much history, art and thanks to The Green Way; connectedness. The mesmerising murals, the spacious benches and comforting ground lights have altogether enabled residents, workers and visitors to St Paul's to take in the forgotten beauty of the area.

Hibo Mahamoud, TALO, Project partner

- *Thank you so much for making our streets beautiful, it's totally transformed the area*
- *I walk past this building many times a week with my son, the makeover is wonderful; it makes an amazing difference to the local street scene, thank you to all involved*
- *A new window on an area I've known for 20 years*
- *I loved that the whole project was rooted in place and not just parachuted in*

Audience Survey & E-Surveys, The Green Way 2020

It is testament to a committed and talented team and network, that the safe delivery of The Green Way was possible through a pandemic. We thank Bristol City Council and Arts Council England and our partners TALO, Hasilton Drive, St Paul's Community Centre, St Paul's Adventure Playground, Room 13, 91 Ways, Graft and Cabot Primary School.

As a marker of projects success, the transformed St Paul's Community Centre and Glen's Café appeared on BBC2's 'Remarkable Places to Eat' on Christmas Eve 2020, with our collaborative designs seen by millions.

A Vision for Temple Church

Temple Church is a medieval site and hidden gem in the centre of Bristol. Originally a 12th century circular church built by the Knights Templar the site was re-developed by the Knights Hospitaller in the 14th century before being bombed in the Bristol Blitz (WW2). Famous for its remaining leaning tower, and beautiful tracery windows, this critical site has fallen into disrepair and is now in English Heritage's top 20 at-risk properties nationally.

In April 2020 The Architecture Centre won investment from local developer Cubex, later matched by English Heritage, to lead the creation of a collaborative new vision for the site, and to develop a creative programme to re-engage the public. Working in partnership with English Heritage, Redcliffe & Temple BID and Bristol City Council, The Architecture Centre co-ordinated a series of stakeholder visioning workshops, recruiting a world class design team of Steve Tompkins (of AJ100 top firm Haworth Tompkins) and Andrew Grant (Grant Associates) to work with the stakeholders.

As part of the engagement we led:

- Onsite & offsite surveys and five stakeholder workshops
- Two placemaking & conservation sessions on site at Temple Church with the Shape My City students & English Heritage, who fed into the emerging vision
- A live talk broadcast from the interior of Temple Church during Summer 2020
- Commissioning of a tour of Temple for >1,000 visitors

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The project continues to develop into 2021/22 with The Architecture Centre supporting a bid to Heritage Fund to create the transformation and critical conservation works.

What an extraordinary project – incredibly inspiring! The design approach was really exciting and I loved the emerging themes. I think it would be very special place, a potentially iconic symbol of Bristol.

Ben Spencer, Head of Programme, St George's Bristol.

Bio-diversity sits hand in glove with climate emergency. If Bristol wants to lead on these very important issues then re-purposing spaces like Temple Church with that in mind is essential. We need to ensure our public realm works harder. Symbolic projects like this could be very powerful.

Savita Wilmot, Bristol Natural History Consortium

8) CAPITAL TRANSFORMATION

In 2020/21 the organisation continued to raise funds for the critical development of the building. Capital investment is required for repairs (the centre has not been renovated since 1996) and to re-position the organisation as a public-facing venue for design and placemaking. In 2020/21 the board began to work up budgets and designs and submitted for planning permission to change the exterior, ground floor and to open a terrace on the harbour.

The organisation has operated on a minimum core throughout 2020/21 and cut back on expenditure in order to generate the capital funds required for the transformation.

An unhappy impact of the pandemic in 2020/21 was that our centre was repeatedly vandalized due to the temporary occupation of the adjacent YHA building by St Mungos for the year. Whilst our charity supports the provision of shelter to those experiencing homelessness, the new tenants and their associates repeatedly broke into our building, onto our roof and vandalized our property. The situation also impacted the charity's staff who were assaulted and frequently threatened. The charity worked with city stakeholders and the police through the period to mitigate risk. Damage to the frontage of our building added an urgency to raising funds for capital works.

9) FINANCIAL & OPERATIONAL REVIEW

Financial Review & Covid-19

2020/21 saw The Architecture Centre again report the best financial operating year on record, as the organisation built its impact, working towards a safe level of reserves and raising funds for the required capital changes to the building.

Under the new leadership and board, income for the year was £587,981, an increase of 20% (98K) on the previous year (£489,625) but a slowing of our rate of growth year-on-year. However the trustees are proud to report a doubling of turnover in the three years since 2017/18, growth that reflects the experienced leadership of the Director, and the advances made by the organisation in respect to delivering key services, generating demand from larger audiences, forging stronger partnerships with the professional sector and better demonstrating our value to funders.

This year we have built significant reserves to stabilise the organisation in the form of a general fund of £130,000 in unrestricted reserves (from £90,000) and £228,195 (from £133,065) for our designated capital transformation fund for the building. Restricted reserves are fairly stable increasing to £73,746

The Bristol Centre for the Advancement of Architecture Limited

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Year Ended 31 March 2021

(from £70,622) held for future projects, a total net movement of +£3,124 in reserves. The growth of unrestricted reserves provides important resilience to the organisation, in 2020/21 we were at maximum staff capacity, and the reserves we build will enable us to recruit a larger team and prevent burnout of key staff. The capital transformation fund creates a base for critical change in 2021/22, where we plan to both make vital repairs and modernise the centre to grow our charitable impact. We anticipate spending this fund in 2021/22.

During the year, expansion of Design West and transition to digital formats meant that we continued to perform strongly across our Design Review and Policy services (£159K). The pandemic impacted ticket income, sponsorship and membership yielding one third of our original target for the year, and we are very grateful for the Emergency funding from Historic England and Arts Council England to enable Bristol Open Doors to happen in a new way, and protect creative jobs to Dec 2020. Our progress towards BOD resilience was hit by the pandemic and we were forced to make producing posts redundant in Q2. We prioritised fundraising for BOD in Q3/4 and are pleased to report a successful bid to Heritage Fund to continue to deliver the festival, re-employ staff and develop the CRM and ticketing systems needed. We still need to secure funding to support inclusion work with diverse communities as part of BOD.

Space hires were significantly impacted by covid-19 and we lost £16K of our target income.

Placemaking became a significant new strand of work, generating £166K income from private investment and public funding, which helped us to cover more of our core team salaries through project work. We continued our critical 3-year partnership with UWE (£20K).

The Director continued the efficiency drive across the organisation reducing supplier costs and finessing the finance system to carefully track project expenditure with the team. Expenditure was incredibly well managed through the year. The Director and SMT consistently worked a significant number of additional hours through the year to keep the finances on track, and adapt our work to the pandemic. We took a cautious approach to staffing given the business risk of the pandemic and kept staffing structure at a minimal level, this will need to change as we weather the covid storm, and continue to develop as a resilient organisation.

Despite a challenging year, the trustees are pleased to report a responsible reserves position leading into 2021/22, and a strong mix of income streams now supporting our programmes. With clear leadership and the support of new and existing funders for our impactful work, we are confident in our sustainable future.

The Director and chair met every two weeks during the pandemic, to regularly discuss the ongoing risk and decisions taken by the organisation.

Risk & Financial Monitoring

The Architecture Centre has stringent financial processes. Budgets and cashflow positions are carefully monitored throughout the year to ensure any risks are identified and mitigated at an early stage. Overhead and administration costs are reviewed annually to ensure maximum cost efficiency and value for money. We continually look for ways to maximise income and make efficiency savings without compromising public benefit or the quality of the offer.

Well-structured accounts software (Quickbooks) enable us to set targets and track spend across the business. Progress against financial targets is monitored closely through monthly reports and regular meetings with budget holders. At an executive level, overall progress is monitored monthly. Highlight reports are sent to the board on a regular basis with full financial reports and forecasts produced and discussed at quarterly board meetings.

Restricted funds are carefully monitored and tracked through profit and loss accounts established for each project. The organisation maintains a risk register to identify and regularly monitor the risks facing the organisation. Monitoring and mitigation of risks is discussed at each board meeting, with any significant changes to risk status escalated to the trustees between meetings.

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

Structure, Governance & Management

The Bristol Centre for the Advancement of Architecture is a company limited by shares constituted in 1984 (no dividends are paid to the founding shareholders) and a registered charity. The governing body is the Board of Trustees who are non-executive and unpaid.

Our Director Dr Anna Rutherford is recognised for transforming organisations, in terms of both impact and financial resilience, and continues to work with the Chair and Board to make sustainable strategic change across the organisation to strengthen key areas of activity, staff structure and to modernise operations. The Chair and Director meet regularly to ensure strong governance through this process.

The organisation has long benefitted from highly skilled and committed trustees. During 2020/21, the board continued to refresh in line with our skills audit to meet the needs of the developing organisation.

The Board of Trustees meets on a quarterly basis and is ultimately responsible for:

- Ensuring the aims & objectives of the organisation are being effectively achieved
- Providing strategic support to the Director & staff
- Agreeing the annual budget & ensuring financial best practice & resilience
- Ensuring by regular review the maintenance & implementation of policies, including Child Protection, Equality & Diversity, Health & Safety & Volunteers
- Building landlord matters

The trustees regularly review the composition of the board to ensure it has the skills necessary for continued good management and the financial success of the organisation. The board will continue to develop to update our skillset, networks and to better balance diversity.

Public Benefit

With regard for the Charity Commission public benefit guidance, The Architecture Centre exists to promote better buildings and places for people. We do this through demonstrating the value of good design and raising awareness and expectations, achieved through our talks, exhibitions, walks, and education programmes and by partnership working. Our design services were established to improve the quality of the built environment around us, raising the standards of the houses and neighbourhoods we live in, the services we use and the public realm we all share. Our programme of talks and workshops have affordable ticket prices and we offer concessionary discounts to a range of groups. Our education and outreach activities are largely aimed at young people from ethnically and socio-economically diverse backgrounds, many of these are free to access, with expenses paid, enabling a wide range of people to participate. We are based centrally on Bristol Harbour with good public transport links and are accessible for disabled visitors. We have an engagement and outreach programme, committed to engaging with diverse communities and delivered in partnership with them. Activity takes place in different neighbourhoods across the region to extend our reach and openness.

Reserves Policy

The Architecture Centre's reserves form part of the organisation's strategic planning process informing business planning, budget and risk management, ensuring that the organisation remains sustainable, has the capacity to manage unforeseen financial circumstances and is able to invest in its future.

The trustees have reviewed the reserves policy to a risk-based assessment which takes into account our income certainties and sources of income, compared to our fixed and committed expenditure. Following this review, the Trustees agree that in order to weather variations in cash flow our free reserves should reach six months of core expenditure (£130,000) as a general reserve. In addition to this, the board have assigned a designated reserves fund for the future capital transformation of The Architecture Centre. At the end of March 2021 the board are pleased to report significant progress against our business plan. Unrestricted free reserves increased to £130,000 in the general

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

unrestricted reserve fund, and £228,195 in the designated fund for future capital transformation of the centre. The trustees will continue to balance holding strong reserves for the organisation, with the risk of Covid-19 and the need to repair and re-imagine the building, to develop a more resilient and impactful organisation in the long term.

The trustees believe that the current business plan make the business a going concern and are confident of a mixed income stream over the next 3 years. The organisation has a 125-year lease asset that will be used to generate increased revenue and has demonstrated valuable service provision increasing our earned income through our Design Review service. As described in the finance report, we have stable tenants in our building and have also secured UWE and Heritage Fund funding for 2020/21.

The Bristol Centre for the Advancement of Architecture Limited

Trustees' Annual Report

Year Ended 31 March 2021

Statement of trustees' responsibilities

The trustees (who are also directors of Bristol Centre for the Advancement of Architecture Ltd, The for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with 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 Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

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

Small Company Provisions

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

Approved by the board and signed on its behalf by:

Nick Childs

Chair

Date : 26th January 2022

The Bristol Centre for the Advancement of Architecture Limited

Reference & Administrative Information

Year Ended 31 March 2021

Reference and Administrative Details

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Charity name: The Bristol Centre For The Advancement Of Architecture Limited

Company Registration Number: 01831268

Charity Registration Number: 290575

Principal Office: The Architecture Centre,
16 Narrow Quay,
Bristol,
BS1 4QA

Registered Office: The Architecture Centre,
16 Narrow Quay,
Bristol,
BS1 4QA

Trustees:

N Childs – Chair

G Eddy

S Hilton

C Kwiatkowski

S Loyn

E Marco

T Russell

H Salih (appointed 16 July 2020)

Independent Examiner: Josh Kingston ACA,
Burton Sweet Limited
The Clock Tower,
5 Farleigh Court,
Old Weston Road,
Flax Bourton,
Bristol, BS48 1UR

The Bristol Centre for the Advancement of Architecture Limited
Independent Examiner's Report to the Trustees
Year Ended 31 March 2021

Independent examiner's report to the trustees of The Bristol Centre for the Advancement of Architecture Ltd, The ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a 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 matters have come to my attention in connection with the examination giving me cause to believe:

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

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

Josh Kingston ACA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 26th January 2022

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)
YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from:					
Grants and donations	2	148,023	60,808	208,831	208,529
Charitable activities	3	290,643	28,400	319,043	211,135
Investments		60,107	-	60,107	69,961
Total income		498,773	89,208	587,981	489,625
Expenditure on:					
Charitable activities	4	361,046	79,148	440,194	346,773
Total expenditure		361,046	79,148	440,194	346,773
Net income/(expenditure)		137,727	10,060	147,787	142,852
Transfers between funds		6,936	(6,936)	-	-
Net movement in funds		144,663	3,124	147,787	142,852
Reconciliation of funds:					
Total funds brought forward	17	669,101	70,622	739,723	596,871
Total funds carried forward	17	813,764	73,746	887,510	739,723

The Statement of Financial Activities includes all gains and losses in the year.
All income and expenditure derive from continuing activities.
See note 17 for prior year comparatives.

The notes on pages 21 to 30 form an integral part of these financial statements

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

BALANCE SHEET

AS AT 31 MARCH 2021

	Note	£	2021 £	£	2020 £
Fixed assets:					
Tangible assets	9		450,366		449,221
Current assets:					
Debtors	10	73,210		88,648	
Cash at bank and in hand		438,249		260,165	
		<u>511,459</u>		<u>348,813</u>	
Creditors: Amounts falling due within one year	11	<u>(74,315)</u>		<u>(58,311)</u>	
Net current assets			437,144		290,502
Total assets less current liabilities			<u>887,510</u>		<u>739,723</u>
Net assets			<u>887,510</u>		<u>739,723</u>
The funds of the charity:					
Restricted funds	18		73,746		70,622
Unrestricted funds					
Designated funds	12	2,740		2,740	
General funds	18	<u>811,024</u>		<u>666,361</u>	
Total unrestricted funds			813,764		669,101
Total charity funds			<u>887,510</u>		<u>739,723</u>

The notes on pages 21 to 30 form an integral part of these financial statements

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

BALANCE SHEET (CONTINUED)

YEAR ENDED 31 MARCH 2021

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

Directors responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the trustees on 26th January 2022 and are signed on their behalf by:

Nick Childs

Chair

Company registration number: 01831268

The notes on pages 21 to 30 form an integral part of these financial statements

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

CASH FLOW STATEMENT

YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Net cash inflow from operating activities	15	123,126	43,803
Non-operational cash flows:			
Investing activities			
Payments for tangible fixed assets		(5,149)	(4,094)
Investment income		60,107	69,961
		<u>54,958</u>	<u>65,867</u>
Net cash inflow/(outflow) for the year	16	<u><u>178,084</u></u>	<u><u>109,670</u></u>

Cashflow Restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1 Accounting policies

Basis of preparation

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 (or Companies Act 2006) and UK Generally Accepted Practice as it applies from 1 January 2019.

Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Along with other similar charities and organisations, the COVID-19 pandemic has brought many uncertainties to the global economy. The impact of this on the charity is highlighted in further detail within the Trustees' annual report. Notwithstanding these uncertainties, the Trustees have chosen to prepare the financial statements on a going concern basis given the free reserves held by the charity and the careful planning of the Trustees.

The charity is a public benefit entity as defined under FRS102.

Fund accounting

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

Restricted funds are subject to restrictions imposed by the funder.

Income recognition

Items of income are recognised and included in the accounts when all of the following requirements are met:

- The charity is entitled to the funds
- Any performance condition attached to the items of income have been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable, and
- The amount can be measured reliably

Deferred income represents amounts received for future periods and is released to income in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the donation must only be used in future accounting periods, or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure and irrecoverable VAT

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure.

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate costs related to the category.

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

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the costs of any legal advice to trustees on governance. Constitutional, or statutory matters, these costs are Included under expenditure on charitable activities.

Irrecoverable VAT is charged against the category of expenditure for which it was incurred.

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Grants receivable

Grants for revenue expenditure are credited to the Statement of Financial Activities as and when the related expenditure is incurred.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Depreciation

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

Leasehold property	over the term of the lease
Office equipment	33% straight line basis
Website design	33% straight line basis

Items of equipment are capitalised at cost where the purchase price exceeds £500.

Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Investment property

Investment property is measured at fair value with changes in the fair value recognised in the Statement of Financial Activities. The trustees have a policy of revaluing investment properties every 5 years.

Operating leases

Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

Pension

The charity operates a defined contribution pension scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all the liabilities

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

2 Income from grants and donations

	Unrestricted funds	Restricted funds	Total funds 2021
	£	£	£
Grants receivable	139,478	60,808	200,286
Donations	39	-	39
Memberships	8,506	-	8,506
	<u>148,023</u>	<u>60,808</u>	<u>208,831</u>
Prior year comparatives			
	Unrestricted funds	Restricted funds	Total funds 2020
	£	£	£
Grants receivable	69,245	131,706	200,951
Donations	494	-	494
Memberships	7,084	-	7,084
	<u>76,823</u>	<u>131,706</u>	<u>208,529</u>

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Design & Placemaking, Public Programmes & Education	290,643	28,400	319,043	211,135
	<u>290,643</u>	<u>28,400</u>	<u>319,043</u>	<u>211,135</u>

All income from charitable activities in 2020 was unrestricted.

4 Expenditure on charitable activities

	Public Engagement & Design Services	Rent & Servicing	Admin	Governance	Total 2021
	£	£	£	£	£
Activity costs	180,332	-	-	-	180,332
Employment costs	142,832	31,534	11,130	-	185,496
Establishment costs	3,719	821	290	-	4,830
Repairs and maintenance	6,858	1,514	534	-	8,906
Office expenses	14,384	3,176	1,121	-	18,681
Printing, postage and stationery	261	58	19	-	339
Subscriptions and donations	488	108	38	-	634
Cleaning	293	65	23	-	381
Travel and subsistence	613	135	48	-	796
Advertising and promotion	23,880	5,272	1,861	-	31,013
Accounting fees	370	82	29	-	481
Independent Examiner's fees	-	-	-	2,520	2,520
Legal and professional costs	-	-	-	1,402	1,402
Bank charges	292	64	23	-	379
Depreciation of tangible fixed assets	3,083	681	240	-	4,004
	<u>377,405</u>	<u>43,510</u>	<u>15,356</u>	<u>3,922</u>	<u>440,194</u>

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

4 Expenditure on charitable activities (continued)

Prior year comparatives	Public Engagement & Design				Total 2020
	Services	Servicing	Admin	Governance	
	£	£	£	£	£
Activity costs	109,058	-	-	-	109,058
Employment costs	130,456	28,802	10,165	-	169,423
Establishment costs	3,376	745	264	-	4,385
Repairs and maintenance	648	143	50	-	841
Office expenses	17,906	3,953	1,396	-	23,255
Printing, postage and stationery	550	121	43	-	714
Subscriptions and donations	444	98	35	-	577
Cleaning	259	57	20	-	336
Travel and subsistence	2,469	545	192	-	3,206
Advertising and promotion	21,898	4,835	1,706	-	28,439
Accounting fees	1,272	281	99	-	1,652
Independent Examiner's fees	-	-	-	2,000	2,000
Legal and professional costs	-	-	-	62	62
Bank charges	413	91	33	-	537
Depreciation of tangible fixed assets	1,762	389	137	-	2,288
	<u>290,511</u>	<u>40,060</u>	<u>14,140</u>	<u>2,062</u>	<u>346,773</u>

5 Trustees remuneration and expenses

No trustees received any remuneration, reimbursed expenses or waived expenses during the year or the previous year.

During the year, Trustee Cora Kwiakowski was appointed and served as a co-chair of our Bristol Design Review Panel. Our Panel Chairs received honorariums for their services, at a fixed rate to acknowledge the additional significant time commitment. Cora Kwiakowski performs this role in addition to trustee support and was remunerated on a par with other Panel Chairs, receiving £2,100 in honorariums during the year (2020: £700).

6 Net income/ (expenditure) in the year

This is after charging:	2021	2020
	£	£
Independent examination fee	2,520	2,000
Depreciation of fixed assets	4,004	2,288
	<u>6,524</u>	<u>4,288</u>

7 Analysis of staff costs

The aggregate payroll costs of these persons were as follows:

	2021	2020
	£	£
Wages and salaries	169,767	154,144
Social security	10,174	10,186
Pension costs	4,148	4,124
	<u>184,089</u>	<u>168,454</u>

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

7 Analysis of staff costs (continued)

The average number of employees (headcount) in the year was 8 (2020: 7)

There are no employees that are remunerated in excess of £60,000 per annum in the current or prior year.

The key management personnel are considered to be the trustees and the director. The total employment benefits received by key management personnel in the year were £76,771 (2020: £47,540).

8 Taxation

As a charity, The Bristol Centre for the Advancement of Architecture is exempt from tax on income and gains within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its chargeable objects. No tax charges have arisen in the charity.

9 Tangible fixed assets

	Investment property	Leasehold property	Website design	Office equipment	Total
Cost	£	£	£	£	£
At 1 April 2020	398,348	132,783	13,208	6,214	550,553
Additions	-	-	-	5,149	5,149
Disposals	-	-	(13,208)	-	(13,208)
At 31 March 2021	<u>398,348</u>	<u>132,783</u>	<u>-</u>	<u>11,363</u>	<u>542,494</u>
Depreciation					
At 1 April 2020	-	85,095	13,208	3,029	101,332
Charge for the year	-	467	-	3,537	4,004
On disposal	-	-	(13,208)	-	(13,208)
At 31 March 2021	<u>-</u>	<u>85,562</u>	<u>-</u>	<u>6,566</u>	<u>92,128</u>
Net book value					
At 31 March 2021	<u>398,348</u>	<u>47,221</u>	<u>-</u>	<u>4,797</u>	<u>450,366</u>
At 31 March 2020	<u>398,348</u>	<u>47,688</u>	<u>-</u>	<u>3,185</u>	<u>449,221</u>

The fair value of the charity's investment property was revalued in 2017.

10 Debtors

	2021	2020
	£	£
Trade debtors	68,326	88,648
Prepayments and accrued income	4,884	-
	<u>73,210</u>	<u>88,648</u>

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

11 Creditors

	2021	2020
	£	£
Trade creditors	26,377	17,246
Taxation and social security	14,691	17,977
Other creditors	979	1,320
Accruals and deferred income	32,268	21,768
	<u>74,315</u>	<u>58,311</u>

Creditors amounts falling due within one year includes deferred income:	2021	2020
	£	£
Deferred income b/fwd	19,615	17,715
Amount released into income	(13,415)	(17,715)
Amount deferred in the year	23,297	19,615
Deferred income c/fwd	<u>29,497</u>	<u>19,615</u>

Deferred income related to rent paid in advance by tenants and grant funding received in advance

12 Share capital

	2021	2020
	£	£
Allotted called up and fully paid: 274 ordinary shares of £10 each	<u>2,740</u>	<u>2,740</u>

13 Pension scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £4,148 (2020: £4,124).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

14 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

Related party transactions

There were no related party transactions.

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

15 Reconciliation of net movement in funds to net cash inflow from operating activities

	2021 £	2020 £
Statement of Financial Activities: Net movement in funds	147,787	142,852
Investment income	(60,107)	(69,961)
Depreciation	4,004	2,288
Increase in creditors: current liabilities	16,004	21,213
Decrease / (increase) in debtors	15,438	(52,589)
Net cash (outflow)/inflow from operating activities	<u>123,126</u>	<u>43,803</u>

16 Analysis of changes in cash during the year

	2021 £	2020 £	Change £
Cash at bank and in hand	<u>438,249</u>	<u>260,165</u>	<u>178,084</u>
	2020 £	2019 £	Change £
Cash at bank and in hand	<u>260,165</u>	<u>150,495</u>	<u>109,670</u>

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

17 Net movement in funds

	1 April 2020	Income	Expenditure	Transfers	31 March 2021
	£	£	£	£	£
Unrestricted funds					
Designated funds:					
<i>Capital Transformation</i>	133,065	-	-	95,130	228,195
<i>Property</i>	446,036	-	(467)	-	445,569
<i>Education</i>	-	-	-	10,000	10,000
General funds	90,000	498,773	(360,579)	(98,194)	130,000
	<u>669,101</u>	<u>498,773</u>	<u>(361,046)</u>	<u>6,936</u>	<u>813,764</u>
Restricted funds					
My Place	13,235	-	(13,235)	-	-
Learning & Participation programme	7,500	-	(7,500)	-	-
Urban Room	-	6,000	(2,310)	3,690	-
Homes for Heroes	-	2,409	-	2,409	-
ACE The Green Way Grant	-	14,900	(14,063)	837	-
BCC Lockleaze	3,753	4,999	(750)	-	8,002
BCC CIL	36,134	-	(31,290)	-	4,844
BCC Placemaking	10,000	-	(10,000)	-	-
Temple Church Commission	-	20,000	-	-	20,000
Green Horizons	-	13,500	-	-	13,500
Placemaking	-	2,400	-	-	2,400
Unlocking Resilience	-	25,000	-	-	25,000
	<u>70,622</u>	<u>89,208</u>	<u>(79,148)</u>	<u>6,936</u>	<u>73,746</u>
	<u>739,723</u>	<u>587,981</u>	<u>(440,194)</u>	<u>-</u>	<u>887,510</u>

Analysis of prior year charitable funds

	1 April 2019	Income	Expenditure	Transfers	31 March 2020
	£	£	£	£	£
Unrestricted funds					
Designated funds:					
<i>Capital Transformation</i>	32,838	-	-	100,227	133,065
<i>Property</i>	447,415	4,094	(467)	(5,006)	446,036
General funds	50,000	353,825	(211,668)	(102,157)	90,000
	<u>530,253</u>	<u>357,919</u>	<u>(212,135)</u>	<u>(6,936)</u>	<u>669,101</u>
Restricted funds					
My Place	47,180	-	(33,945)	-	13,235
Learning & Participation programme	7,500	10,000	(10,000)	-	7,500
Urban Room	-	24,000	(27,690)	3,690	-
Bristol Open Doors: Engineering Futures	11,938	11,938	(23,876)	-	-
Homes for Heroes	-	21,069	(23,478)	2,409	-
ACE The Green Way Grant	-	-	(837)	837	-
BCC Lockleaze	-	11,000	(7,247)	-	3,753
BCC CIL	-	43,699	(7,565)	-	36,134
BCC Placemaking	-	10,000	-	-	10,000
	<u>66,618</u>	<u>131,706</u>	<u>134,638</u>	<u>6,936</u>	<u>70,622</u>
	<u>596,871</u>	<u>489,625</u>	<u>(346,773)</u>	<u>-</u>	<u>739,723</u>

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

17 Net movement in funds (*continued*)

Capital Transformation

The Trustees have identified the need for the organisation to undergo a capital transformation of the centre, to better deliver public benefit, charitable impact and a more resilient financial model. This designated fund marks the start of our fundraising and development process for this transformation.

Education

The trustees are creating a designated Education fund required for the development of our work prioritising diversity and talent development.

Property

The property fund represents the net book value of the investment and leasehold property held at the year end.

My Place

Paul Hamlyn Foundation has awarded £60,000 for use 2018 – 2020 in our education work to develop new place-based early years learning for families.

Learning and Participation Programme

Nisbet Trust are supporting our Building Futures education programme to drive career opportunities with young people from communities under-represented in the Built Environment Sector (with a focus on socio-economics, ethnicity and gender), and to build the sustainability of the programme.

Urban Room

Arts Council England project to diversify place-making and co-design in the Built Environment Sector. Awarded £60,000 over two years.

Bristol Open Doors: Engineering Futures

Royal Academy of Engineering have invested through their Ingenious Awards in a project to involve a large number of diverse engineers in programme development for Bristol Open Doors 2019.

Homes for Heroes

Project funding from HLF via Bristol Cultural Development Partnership towards community-led social history programmes showcased at Bristol Open Doors and a series of short educational films.

ACE The Green Way Grant

Project grant from Arts Council England towards creative elements of our Place Transformation work in St Pauls, Bristol.

BCC Lockleaze

Bristol City Council partnership funding for a small Place Transformation project of community co-design in Lockleaze, Bristol.

BCC CIL

Two-year Bristol City Council, Community Infrastructure Levy fund towards The Green Way, a series of infrastructure, cycling and tree planting improvements across three sites (St Pauls Learning Centre, St Pauls Adventure Playground, Halston Drive Community Room) and a 'green' route through St Pauls.

BCC Placemaking

Funding to deliver a programme of Placemaking Training to community leaders and officers in 20/21.

Temple Church Commission

The Architecture Centre are holding a fund for a creative commission at Temple Church. The commission is planned for delivery in 2023, when conservation works allow.

Green Horizons

Collaborative project between Landscape Institute, English Heritage and Quartet Community Foundation for education work with diverse young people on landscape and heritage projects at Bristol Temple Church and the wider South West.

THE BRISTOL CENTRE FOR THE ADVANCEMENT OF ARCHITECTURE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

17 Net movement in funds (*continued*)

Placemaking

Restricted funds to upskill LA staff in design and placemaking.

Unlocking Resilience

The trustees are creating a designated Education fund required for the development of our work prioritising diversity and talent development.

18 Analysis of net assets between funds

	Unrestricted		Restricted funds	Total funds 2021
	Designated funds	General funds		
	£	£	£	£
Fixed assets	445,569	4,797	-	450,366
Net current assets	228,195	125,203	73,746	427,144
	<u>673,764</u>	<u>130,000</u>	<u>73,746</u>	<u>877,510</u>

Analysis of prior year net assets between funds

	Unrestricted		Restricted funds	Total funds 2020
	Designated funds	General funds		
	£	£	£	£
Fixed assets	446,036	3,185	-	449,221
Net current assets	133,065	86,815	70,622	290,502
	<u>579,101</u>	<u>90,000</u>	<u>70,622</u>	<u>739,723</u>

19 Prior year fund comparatives

	Unrestricted funds	Restricted funds	Total funds 2020
	£	£	£
Income from:			
Grants and donations	76,823	131,706	208,529
Charitable activities	211,135	-	211,135
Investments	69,961	-	69,961
	<u>357,919</u>	<u>131,706</u>	<u>489,625</u>
Expenditure on:			
Charitable activities	212,135	134,638	346,773
	<u>212,135</u>	<u>134,638</u>	<u>346,773</u>
Net income/(expenditure)	145,784	(2,932)	142,852
Transfers between funds	(6,936)	6,936	-
Net movement in funds	<u>138,848</u>	<u>4,004</u>	<u>142,852</u>
Reconciliation of funds:			
Total funds brought forward	530,253	66,618	596,871
Total funds carried forward	<u>669,101</u>	<u>70,622</u>	<u>739,723</u>