

Urban Design Group

Annual Report and Accounts 2024

Urban Design Group: Annual Report 2024

Report of the Trustees for the year ending 29 February 2024

Address: 70 Cowcross Street, London EC1M 6EJ

Charity Number: 326123

Trustees as at 29 Feb 2024: Marion Roberts Janet Tibbalds Marcus Wilshire

Statement of trustees' responsibilities:

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 charity's financial activities during the year and of its incoming resources and resources expended during that year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue
- Confirm that they have paid due regard to the Charity Commission guidelines on public benefit.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Statement of Recommended Practice, Accounting and Reporting by Charities 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In the course of the year, the trustees produced a report on conflicts of interest and member behaviour, leading to the adoption of an updated constitution. It is expected that in the coming year, the Urban Design Group will progress from being an unincorporated charity into a charitable incorporated organisation.

Constitution

The Urban Design Group is governed by a constitution approved at a Special General Meeting held on 26 April 2023. It is based on the Charity Commission SG3 model constitution for unincorporated charities.

Executive Committee 2023-2024

The UDG Executive Committee is responsible for the day-to-day operation of the UDG.

Members as at 29 February 2024 were:

Elected:

Paul Reynolds (Chair)	Husam AlWaer
Hannah Smart (Honorary Secretary)	Leo Hammond
Louise Thomas (Treasurer)	Lucy Fineberg
Katja Stille (Past Chair)	Naike Zambotti
Amanda Reynolds	Rob Thompson
Ana McMillin	Roger Evans
	Scott Adams

Patrons

Alan Baxter	Roger Evans
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Performance & Achievements

The year 2023-2024 efforts were made to re-establish activities in the post-pandemic era, with sustained efforts by the membership, Executive Committee, Editorial Board, and staff.

Membership

Category	Feb 2024	Feb 2023	Nov 2022	Mar-2021	Mar-2020	Mar-2019	Aug-2017	May 2015	Jun-2013	Jun-2011	Jun-2009
Standard Individual (UK)	562	550	531	539	523	548	582	633	647	714	826
Standard Individual (International)	80	47	67	72	66	66	80	81	81	79	88
Recognised Practitioner	218	202	203	173	154	122	112	104	88	63	9
Concession (UK)	185	165	163	160	139	153	155	158	175	192	153
Practice (UK)	148	149	151	138	138	128	118	120	128	135	167
Practice (International)	3	1	3	2	2	2	4	5	6	7	11
Local Authority	57	53	52	42	42	33	25	25	36	36	46
University	4	4	1	12	12	11	16	19	15	14	12
Library (UK)	28	29	29	29	31	34	41	42	44	41	41
Library (International)	32	24	30	31	35	43	46	42	42	39	41
Sub-total	1317	1224	1230	1198	1142	1140	1179	1229	1262	1320	1394
Newsletter only	3029	2839	2660	1909	1451	1380	1131	926	675	476	212
Totals	4346	4063	3890	3107	2593	2520	2310	2155	1937	1796	1606

Urban Design Journal

Urban Design is directed and managed by the UDG Editorial Board. The membership of the Editorial Board for 2023-24 comprised:

Sebastian Loew (editor)	Richard Cole	Chris Martin
Louise Thomas (editor)	Richard Crappsley	Geoff Noble
Jane Manning (editor elect)	Tim Hagyard	Judith Ryser
	Joe Holyoak	Todd Strehlow
Patricia Aelbrecht	Krystallia Kamvasinou	
Matthew Carmona	Daniela Lucchese	

Over the past year a number of high-quality contributions were received on a variety of topics, occasionally fairly controversial. The Editorial Board always welcomes these and encourages members to make contact if there is an issue that they would like to share with others. The Editorial Board has also received letters responding to previous articles and would welcome more of these.

The editions of Urban Design published were:



167 – Australia and New Zealand
Topic Editor, Mark Sheppard



168 – Low Traffic Neighbourhoods
Topic Editor, Christopher Martin



169 – Placemaking Tools
Topic Editors, Jessica Richmond, Patricia Aelbrecht, Wes Aelbrecht and Francesca Sartorio



170 – Working together with Trees
Topic Editor, Sue James

During the course of the year a major redesign of the journal was introduced, with a wider format, and greater space for photographs, illustrations, maps and diagrams.

Events

The UDG continued its programme of events, where possible, working in partnership with other organisations.

National Urban Design Conference 2023

The conference was held in Sheffield over 2 ½ days under the theme: Rethinking Place. Attendance was in excess of 160.

Sponsorship was provided by:



Design Officers Network

The Network continued to be convened, to provide a safe space for anyone involved in design in the public or not-for profit sector to share views, ideas, concerns and latest intelligence.

General Events

- Better Streets Summit II
- Design Officers Network
- Why Parking Matters – with CPRE London
- Indian Urban Futures 5

- Housing – Family Housing
- Housing – Higher Density Housing
- Damascus and Aleppo
- National Urban Design Awards Masterclass
- Planning, Transport and a Little Philosophy
- Bikes v Cars – Film Night

Visits

Guildford Placecheck

UrbanNous- Video on Demand

Thanks are due to Fergus Carnegie who continues his largely voluntary work. He has recorded and packaged the UDG zoom events making them available to a global audience through the Urbannous website and Youtube channel. They are also embedded on the UDG website events archive pages and shared on the UDG Youtube channel.

This is a great resource and a tremendously valuable archive of the huge number of presentations given at the UDG over recent years.

Urban Update

The UDG's weekly email newsletter Urban Update continued throughout the year, featuring latest news, research and events relating to towns, cities and urban design. Circulation was in excess of 4000.

Financial Review

Reserves policy

The definition of 'reserve' is: 'Income which becomes available to the Charity and is to be expended at the Trustees' discretion in furtherance of the Charity's objectives, but which is not yet spent, committed or designated'. This definition therefore excludes restricted funds and sums already invested in fixed assets.

The trustees have reviewed the reserves of the charity and, in view of the current financial situation, are of the opinion that they should fall no lower than a minimum of £50,000. This will provide sufficient funds to enable the charity to meet outstanding obligations.

Approved by the Trustees on 10 December 2024
and signed on their behalf

Marcus Wilshire, Trustee, UDG

Summary of Accounts

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
		Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals
INCOMING RESOURCES											
Subscriptions	126,394	114,160	115,987	98,320	113,911	108,816	96,075	113,410	100,072	114,461	76,781
Publications and Awards	12,374	8,601	10,944	31,864	7,225	46,755	8,842	10,291	40,939	6,099	13,354
Conference Fees and Sponsorship	31,229				23,916	21,026	18,975	17,163	20,213	14,246	-
London Events	30	381	208	331	3,488	3,010	2,456	1,040	1,912		
Study Tours & Recruitment Services	7,850	18,550	19,500	2750	23,557	46,758	41,170	45,599			
Donation			18,779						26,102	13,963	9,824
Activities to Generate Funds											
Interest Received	930	202	85	86	85	85	32	315	338	373	920
Inland Revenue: Gift Aid									(3,600)	4,216	3,992
Miscellaneous Income	1,500	70		750		5,638	703		-	458	335
TOTAL INCOMING RESOURCES	180,307	141,964	165,503	140,293	172,182	232,088	168,253	187,818	185,976	153,816	105,206
RESOURCES EXPENDED											
Charitable Expenditure											
Publications & Awards	44,269	40,231	45,836	41,717	42,425	63,953	36,584	38,193	57,846	24,110	30,933
Conference Expenditure	23,039		3,652	621	15,183	9,836	12,774	18,273	18,295	16,201	
General	105,529	82,629	135,759	117,582	107,472	104,980	90,280	78,886	72,019	65,538	79,431
Study Tours Expenditure						15,300	22,284	25,296			
Development Expenditure										-	-
Governance costs (accountancy)	1,360	2,040	1,230	1,630	1,740	1,680	2,753	2100	1,200	1,200	1,140
TOTAL RESOURCES EXPENDED	174,197	124,900	186,477	161,550	166,820	195,749	164,675	162,748	149,360	107,049	111,504
NET INCOME / (EXPENDITURE) FOR THE YEAR	6,110	17,064	(20,974)	(21,257)	5,362	36,339	3,578	25,070	36,616	46,767	(6,298)
FUND BALANCES BROUGHT FORWARD	222,532	205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,734	93,967	100,265
FUND BALANCES CARRIED FORWARD	228,642	222,532	205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,734	93,967
CURRENT ASSETS	263,923	18,144	252,711	268,244	276,382	257,188	218,879	220,890	182,418	188,044	125,359
CURRENT LIABILITIES	35,282	204,388	47,244	41,803	28,684	14,852	12,881	18,471	5,069	47,271	31,393
TOTAL NET ASSETS	228,642	222,532	205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,733	93,967

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF URBAN DESIGN GROUP

Independent examiner's report to the trustees of Urban Design Group

I report to the charity trustees on my examination of the accounts of Urban Design Group (the Group) for the year ended 29 February 2024.

Responsibilities and basis of report

As the charity trustees of the Group 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 Group's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- (1) accounting records were not kept in respect of the Group 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 the 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 confirm that there are no matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Andrew Thurburn
Andrew Thurburn & Co.
Chartered Accountants
38 Tamworth Road
Croydon
Surrey CR0 1XU

10 December 2024

URBAN DESIGN GROUP
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 29 FEBRUARY 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
INCOMING RESOURCES					
Incoming Resources from Charitable Activities					
Subscriptions		126,394	-	126,394	114,160
Publications & Awards	2	12,374	-	12,374	8,601
London Events		30	-	30	381
Conference Income		31,229	-	31,229	-
Recruitment Services		7,850	-	7,850	18,550
Miscellaneous Income		1,500	-	1,500	70
Activities to Generate Funds					
Interest Received		930	-	930	202
TOTAL INCOMING RESOURCES		<u>180,307</u>	<u>-</u>	<u>180,307</u>	<u>141,964</u>
RESOURCES EXPENDED					
Charitable Expenditure					
Publications & Awards	3	44,269	-	44,269	40,231
General	4	105,529	-	105,529	82,629
Conference Expenditure		23,039	-	23,039	-
Governance Costs	5	1,360	-	1,360	2,040
TOTAL RESOURCES EXPENDED		<u>174,197</u>	<u>-</u>	<u>174,197</u>	<u>124,900</u>
NET INCOME FOR THE YEAR		6,110	-	6,110	17,064
FUND BALANCES BROUGHT FORWARD		<u>204,388</u>	<u>18,144</u>	<u>222,532</u>	<u>205,468</u>
FUND BALANCES CARRIED FORWARD		<u>£210,498</u>	<u>£18,144</u>	<u>£228,642</u>	<u>£222,532</u>

**URBAN DESIGN GROUP
BALANCE SHEET
AT 29 FEBRUARY 2024**

	2024	2023
	£	£
FIXED ASSETS (Note 6)	1	1
CURRENT ASSETS		
Cash at Bank		
NatWest Current Account	162,370	188,784
Scottish Widows Account	86,740	85,810
Cash Float	310	93
Debtors (Note 7)	14,503	20,649
	<u>263,923</u>	<u>295,336</u>
CURRENT LIABILITIES		
Creditors Falling Due Within One Year (Note 8)	<u>35,282</u>	<u>72,805</u>
NET CURRENT ASSETS	<u>228,641</u>	<u>222,531</u>
TOTAL ASSETS	<u>£ 228,642</u>	<u>£ 222,532</u>
Represented by:		
ACCUMULATED RESERVES		
Restricted Funds	18,144	18,144
Unrestricted Funds	210,498	204,388
	<u>£ 228,642</u>	<u>£ 222,532</u>

Approved by the Trustees on 10 December 2024
and signed on their behalf

.....
Janet Tibbalds, Trustee, UDG

.....
Louise Thomas, Treasurer, UDG

**URBAN DESIGN GROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 29 FEBRUARY 2024**

1. ACCOUNTING POLICIES

(i) Accounting Convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts 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 on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(ii) Depreciation

Equipment is depreciated at 25% on a straight line basis.

(iii) Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Subscriptions are recognised when due and not when received.

(iv) Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category.

(v) Taxation

The Charity is exempt from tax on its charitable activities.

2. PUBLICATIONS INCOME

	2024	2023
	£	£
Sales of Journal	7,274	3,861
Journal Sponsorship	2,700	1,800
Urban Design Awards & Events Sponsorship	2,400	2,940
	<hr/>	<hr/>
	£ 12,374	£ 8,601
	<hr/>	<hr/>

3. PUBLICATIONS EXPENDITURE

Journal Production & Printing	44,245	36,081
Urban Design Awards	24	4,150
Urban Design Directory	-	-
	<hr/>	<hr/>
	£ 44,269	£ 40,231
	<hr/>	<hr/>

URBAN DESIGN GROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 29 FEBRUARY 2024
(Contd)

4. GENERAL CHARITABLE ACTIVITIES EXPENDITURE	2024	2023
	£	£
London Events	565	-
UrbanNous	-	4,000
Expenses for Regions	1,886	-
Events Online Expenses	779	-
Consultant Director's Fees	36,801	33,439
Salaries & Pension Costs	18,277	22,093
Rent, Rates, Light & Heat	10,680	9,728
Telephone & Broadband	531	584
Postage, Stationery & Office Supplies	940	857
Website	14	326
Insurance	241	453
Bank Charges	1,456	1,338
Payroll Admin	1,433	223
Accounts Consultancy	-	210
Grants	5,000	-
Bad Debt Provision	26,926	9,352
Miscellaneous Expenses	-	26
	<hr/>	<hr/>
	£ 105,529	£ 82,629
	<hr/>	<hr/>
5. GOVERNANCE COSTS		
Independent Examination Fees	£ 1,360	£ 2,040
	<hr/>	<hr/>
6. FIXED ASSETS		£
Cost of Equipment		
As at 1.3.23		5,766
Additions		-
		<hr/>
As at 29.2.24		5,766
		<hr/>
Depreciation		
As at 1.3.23		5,765
Charge for the Year		-
		<hr/>
As at 29.2.24		5,765
		<hr/>
Net Book Value		
As at 28.2.23		£ 1
		<hr/>
As at 29.2.24		£ 1
		<hr/>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 29 FEBRUARY 2024
(Contd)**

7. DEBTORS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Subscriptions	13,360	16,917
Prepayments	-	2,262
Sundry Debtors	1,143	1,470
	<u>£ 14,503</u>	<u>£ 20,649</u>
	<u><u>£ 14,503</u></u>	<u><u>£ 20,649</u></u>

8. CREDITORS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Trade Creditors	30,402	67,427
Other Creditors	4,880	5,378
	<u>£ 35,282</u>	<u>£ 72,805</u>
	<u><u>£ 35,282</u></u>	<u><u>£ 72,805</u></u>

9. TRUSTEES' REMUNERATION

No Trustee received any remuneration or expenses during the year, nor were any expenses reimbursed.

10. STAFF COSTS	2024	2023
	£	£
Salaries	18,277	20,088
Social Security	-	1,934
Pension Costs	-	71
	<u>£ 18,277</u>	<u>£ 22,093</u>
	<u><u>£ 18,277</u></u>	<u><u>£ 22,093</u></u>

The average number of employees was	0.7	0.7
	<u><u>0.7</u></u>	<u><u>0.7</u></u>

11. RESTRICTED FUNDS

The restricted fund is reserved for use according to the charitable objects of the former Francis Tibbalds Trust including the funding of publications.

**URBAN DESIGN GROUP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 29 FEBRUARY 2024
(Contd)**

12. COMPARATIVES FOR THE SOFA	Unrestricted Funds £	Restricted Funds £	Total £
INCOMING RESOURCES			
Incoming Resources from Charitable Activities:			
Gifts & Donations	-	-	-
Other	141,964	-	141,964
	<u>141,964</u>	<u>-</u>	<u>141,964</u>
RESOURCES EXPENDED			
Publications & Awards	40,231	-	40,231
Other	84,669	-	84,669
	<u>124,900</u>	<u>-</u>	<u>124,900</u>
NET INCOME FOR THE YEAR	17,064	-	17,064
BALANCES BROUGHT FORWARD	<u>187,324</u>	<u>18,144</u>	<u>205,468</u>
BALANCES CARRIED FORWARD	<u>£ 204,388</u>	<u>£ 18,144</u>	<u>£ 222,532</u>