



LUMINATE
(A SCOTTISH CHARITABLE INCORPORATED ORGANISATION)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

Charity No SC044652

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

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LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

COMPANY INFORMATION

Registered Office	First Floor Causewayside House 160 Causewayside Edinburgh EH9 1PR
Charity Number	SC044652
Website	www.luminatescotland.org
Email	info@luminare.org.uk
Trustees	Liam Sinclair Robin Simpson James Tough Janice Parker Jane Mackenzie Lu Kemp Alan Gow Lucy McGlennon Rohini Sharma Joshi Becca Young David Francis Iain Ross (appointed 30 th September 2021)
Treasurer	James Tough
Bankers	Bank of Scotland Business Banking PO Box 1000 BX1 1LT
Solicitors	Wright, Johnston & Mackenzie LLP 302 St Vincent Street Glasgow G2 5RZ Scotland

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

TRUSTEES' REPORT

The Trustees have pleasure in presenting the Trustees' Report and financial statements covering the accounting period 1 April 2020 until 31 March 2021.

Luminate's Vision

Luminate is Scotland's creative ageing organisation. Our vision is that all older people in Scotland have the opportunity to access high quality arts and creative activities, whatever their background and circumstances and wherever they live.

Luminate is a leadership, development, advocacy and influencing organisation. We work to create the conditions in which our vision can be achieved by supporting the development of creative practice by, with and for older people, and by encouraging the visibility of older people and the inclusion of their voices in the arts in Scotland.

Luminate's activities in 2020/21

As the last financial year drew to a close, the Covid-19 pandemic had begun. Our planned projects and activities were suspended or cancelled in March, and as we moved into the new financial year we were beginning to work in a new way. Our team were all based at home, and digital technology was key. Connections between staff and with partners were maintained largely through video conferencing technology, and our work with and for older people moved online.

This has remained the situation for the whole of 2020/21, and as a result our work has developed in new ways that we hadn't previously anticipated. It has been a very challenging year, but those challenges have contributed to the creation of new activities, approaches and partnerships, many of which will continue as pandemic restrictions begin to ease. The trustees are grateful to the staff team for their hard work, creativity and responsiveness during such a challenging period.

Our funders have been generous in their flexibility around the use of their funds, enabling us to develop our programme in response to the rapidly changing context.

Our programme comprises 4 strands, all of which have remained relevant and in demand:

- **Innovation and Experimentation:** Piloting, evaluating and disseminating new ways of working, and engaging new communities
- **Developing practice:** Supporting the development of the arts, care and community sectors
- **Celebrating creativity as we age:** Showcasing local, national and international work
- **Networks and communications:** Making connections, sharing best practice, and disseminating news and information

Key elements of our programme this year have been:

Innovation and Experimentation

- Luminate@Home is a series of online films made by artists at home, sharing creative activities that can be done by older people in their own homes or in a care home. We launched the first film the day after lockdown was announced, and in those early weeks of the pandemic we supported artists to develop film-making skills that many went on to use independently afterwards.

TRUSTEES' REPORT (contd)

- Over the winter we ran remotely-led creative projects with care homes in Kilmarnock, Crieff and Elgin and with individual older people in Skye. Dance, photography, visual arts and crafts, and creative writing projects were led by 4 freelance artists. These were pilot projects, designed to explore what was needed to ensure success in remote working, and to share the learning as widely as possible. We published two podcasts and a booklet about this work, all of which are available on our website.
- Our Dementia Inclusive Singing Network has supported singing groups to work remotely with their members, including the creation of an online and hard copy resource to help people to sing at home. Entitled *Travel These Ways*, the music features both well-known songs and new commissions from renowned singer songwriter Karine Polwart. An online, dementia inclusive “Come and Sing” event was also held in March, which brought over 170 people together on zoom.
- We continued to work as a partner in the Coming Back Out Ball project, which engaged older people from the LGBTI+ community in regular Social Dance Club events. Led by the National Theatre of Scotland and All The Queens Men from Melbourne, Australia, and in partnership with Eden Court Highlands, this project moved online successfully, with older people from across Scotland and further afield connecting monthly via zoom to dance together in their homes.

Developing Practice

- Over summer and early autumn 2020 we ran a series of online learning and discussion events for arts, care and community colleagues involved in creative ageing practice. With a range of guest contributors, these events enabled professionals working in this field to come together and support each other by sharing their experiences of adapting their work in the pandemic.
- The Dementia Inclusive Singing Network’s major focus across the year has been on the skills development of choir and singing group leaders, with regular online training and discussion sessions supporting musicians and organisers to work with their groups online.
- At the end of March 2021, we held the first of a series of sharing and learning events for freelance artists who work in social care.

Celebrating creativity as we age

- Throughout the pandemic we have shared inspiring examples of work created by older people via our social media platforms, including work made during our remote care homes projects.

Networks and communications

- As outlined above, much of our focus in 2020/21 was on supporting artists, cultural organisations, groups and communities to adapt their work as a result of the pandemic. All our training and professional development activities had a strong networking focus, with connections being forged between attendees nationwide, and some new collaborations developing as a result.
- The creation of a new role – Communications and Policy Manager – in August 2020 has led to a stronger focus on our marketing and communications work. A major piece of work during 2020/21 was the commissioning of a new website, which was launched in May 2021.

TRUSTEES' REPORT (contd)

Luminate remains the 'go to' organisation for creative ageing practice across Scotland, and this role has been vital during the pandemic. In addition to our own projects and activities supporting the development of practice, our Director has been invited to speak at a number of online conferences and events, and we continue to be called upon for advice or support by organisations and artists who work in this field.

Impact

We work with independent evaluators to ensure that our programme is having the greatest possible impact on the creative lives of older people across Scotland. Feedback across the year has been extremely positive, from artists who valued the opportunity to develop important new online skills as part of Luminat@Home, to care homes who were reassured that Luminat's online work could be trusted to be of a high quality.

Those who attended our online learning and discussion events said that they valued the opportunity to make new connections and learn from others, and feedback on the *Travel These Ways* singing packs highlighted the importance of offering something creative to individual older people at home who may not have online access. As the year drew to a close, a freelance researcher and writer was working on a new report about our remotely-led care home activities, which brought joy not only to participating older people but also to care home staff who have experienced extremely high levels of stress over the last year.

Safeguarding and safety

Ensuring that every element of our work is safe is of vital importance, and we do this in a number of ways. Our Health and Safety Policy is reviewed annually, and every project is risk assessed and any necessary mitigations put in place. The Board receives an update on any Health and Safety issues at each meeting.

During 2020/21 we have undertaken an in-depth review of our Safeguarding Policy and Procedures. Trustees were actively involved in this review which was supported by an external specialist, and we consulted with partner organisations and freelance artists as part of the process. Our new Policy and Procedures are now being introduced, including regular reporting on Safeguarding to Trustees.

The next financial year and longer-term plans

The pandemic turned 2020/21 into an extraordinary year, and we are still living through its impact. Our staff continue to work at home, and most of our work remains online.

In the spring and early summer of 2021, we supported freelance artists who work in social care through a programme of networking, learning and training events. We collaborated with Magnetic North Theatre Company on an online development programme for older emerging professional artists, and continued our involvement in the Coming Back Out Ball project for older LGBTI+ people.

TRUSTEES' REPORT (contd)

At the time of writing this report, there are signs of the beginning of a return to face-to-face activities. With the exception of one remotely-led pilot project, our care home work has remained suspended since March 2020. Scottish Government Guidance now allows artists to visit care homes, and our 3-year residency in Erskine care homes restarted July 2021. Consultation is also underway with the 30 care homes involved in our Arts in Care programme, to identify a timeline for restarting this work.

For the foreseeable future we do not envisage a full return to the approaches that were at the heart of our work before the pandemic. Digital activities have increased access to creativity for many older people and we expect that this will remain an important strand of work for us, however we are mindful that digital exclusion remains an issue for many older people. There is also a desire to return to in-person activities among some of the people we work with, while others are anxious about the risks involved in the opening up process. With this mixed picture, we anticipate a future programme that includes digital activities, face-to-face events, and new 'blended' approaches.

We continue to live through a world event that is unprecedented in our lifetime. Luminata's developmental approach meant that we were well-placed in 2020 to respond quickly to the impact of the pandemic, and we have worked flexibly to develop new projects and initiatives in response to the unfolding situation. Older people have been disproportionately affected by the pandemic, and the arts, care and community sectors have risen to the challenges presented by this situation; in this context Luminata continues to play a central role in supporting the development of creative ageing practice.

Trustees

The SCIO is governed by a Board of Trustees, who are elected by the existing Board and may serve two, three year terms. The number of trustees is not less than 3 and not more than 12. The Board seeks to ensure that the members possess the range of interests and skills necessary to fulfil the objectives of the company.

The Trustees of the SCIO during the year were:

Liam Sinclair
Robin Simpson
James Tough
Janice Parker
Jane Mackenzie
Lu Kemp
Alan Gow
Lucy McGlennon
Rohini Sharma Joshi
Becca Young
David Francis

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TRUSTEES' REPORT (contd)

A Finance and Risk Subcommittee scrutinises the accounts, financial procedures and risk management processes on a regular basis. It comprised 4 members during the year. The members are:

Jane Mackenzie
James Tough
Lu Kemp
Lucy McGlennon

Structure, governance and management

Luminate is Scottish Charitable Incorporated Organisation, number SC044652.

In accordance with the Constitution of Luminate, the Board has overall responsibility for the management of the resources of the SCIO and ensuring its financial wellbeing. In 2020/21 they delegated the management of the SCIO to Anne Gallacher, Director.

Risk management

The trustees have implemented a risk management strategy comprising a business risk assessment which is reviewed twice a year at Finance and Risk Subcommittee meetings and annually by the full Board, and the establishment of systems and procedures to mitigate the identified risks.

The SCIO's risk register identifies the loss or significant reduction of funding as the principle risks, heightened by the economic impact of the Covid 19 pandemic.

We are currently holding a significant amount of cash due to delayed projects, and this was identified during 2020/21 as a significant risk should our bank fail. The Financial Services Compensation Scheme (FSCS) covers up to £85,000 held in any one regulated institution, so Trustees decided to open three further accounts to enable our funds to be spread across 4 institutions. This ensures that our funds are all covered by the FSCS.

External responsibilities

Luminate is supported by public funds. These were mainly from Creative Scotland in 2020/21, who are entitled to send an observer to Luminate Board meetings and to receive regular financial information as a condition of their grant.

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TRUSTEES' REPORT (contd)

Financial review

The outturn for the year end was a surplus of £71,715 (2020: £51,591).

The SCIO has continued to be supported by its 3 founding partner organisations – Creative Scotland, Age Scotland and the Baring Foundation. Luminare is a Regularly Funded Organisation of Creative Scotland, and support is confirmed until March 2023; an unrestricted grant of £100,000 was received in 2020/21. The Baring Foundation has awarded Luminare unrestricted funding of £30,000 per annum which is committed until 2022. Age Scotland's support of £5,500 per annum plus in-kind support is confirmed until March 2022. Trustees are grateful for this generous ongoing support, but continue to prioritise the diversification of Luminare's funding base to ensure our long-term sustainability.

We receive an annual, unrestricted donation of £10,000 from Baillie Gifford, and this is committed until March 2024.

During 2020/1, Luminare received or held restricted funds for six projects. We continued to receive funding instalments from the Life Changes Trust and The Baring Foundation to support the Dementia Inclusive Singing Network; due to the pandemic this project was reshaped and the delivery timeline extended to December 2021. We held restricted funds for two projects that were paused during the pandemic: a grant from the MOD (now administered by the Armed Forces Covenant Fund Trust) via Poppyscotland to support artist residencies in Erskine Care Homes, and a grant from Creative Scotland and The Baring Foundation to support an Arts in Care programme. We also received new restricted funds from Creative Scotland to run a short networking and training programme for freelance artists who work in social care, and a new restricted grant from the Armed Forces Covenant Trust Fund for a new programme in Erskine Care Homes focusing on mental health, which will begin in the autumn of 2021.

The final restricted funds held from the Esmee Fairbairn Foundation to support the development of our year-round programme, including support for the Community Engagement Officer's post and a contribution to the Director's salary, were expended in this financial year. A new 2-year, unrestricted grant has been awarded by the Foundation to support our continued development; the first instalment was received in April 2021, and the grant will run till March 2023.

During the first Covid lockdown, the Esmee Fairbairn Foundation and Baillie Gifford generously contributed one-off additional grants of £10,000 each to support our Covid 19 response.

Luminare received a total of £2,971 from the Coronavirus Job Retention scheme for a member of staff who was on flexible furlough between January and March 2021, while project activities were reduced due to the pandemic. No other public funds or loans were applied for in respect of the pandemic.

Reserves Policy

Trustees have reviewed the need for reserves and aim to achieve a minimum level of free reserves representing three month's overheads and winding up costs. The most likely scenario that would lead to this situation would be the withdrawal of significant funding. For 2021/22, three months' overheads and winding up costs has been calculated as £54,371.

TRUSTEES' REPORT (contd)

The outturn for the year end was a surplus of £71,715 giving a total year end reserves of £298,300. This figure includes Restricted funds of £164,028 to be carried forward to support ongoing projects.

The pandemic made 2020/21 an exceptional year. While our programme was busy, as outlined above it was very different from what we had expected due to the impact of the pandemic lasting longer than we expected. We also benefited from some generous extra support from two funders. As a result – similar to our restricted funds - some of the unrestricted funds that we anticipated spending on our 2020/21 programme were not spent. We are now seeing a significant easing of Covid restrictions and resulting additional demands on our resources to support older people, artists and cultural organisations to reconnect. Trustees have therefore designated our increased reserves to cover the anticipated additional demands on our budget moving forward.

In 2021/22, trustees have designated £70,500 as follows:

- £37,500 for the costs of the Communications and Policy Manager post, and for associated communications activity until August 2024 (this represents The Baring Foundation's grant, allocated for these purposes although unrestricted)
- £10,000 for completion of new website and production of resources for the creative ageing sector
- £8,250 for the older artists' lab project, postponed from 2020 due to the Coronavirus pandemic
- £2,500 for production and sharing of resources from the Creative Ageing in the Pandemic pilot projects
- £7,250 for a Covid Recovery Creative Programme exploring new approaches to creative ageing practices as Covid restrictions begin to ease
- £5,000 for an HR and policy review which was postponed from 2020/21

This leaves us with free reserves of £63,772 (2020: £50,095) which exceeds our target of £54,371 by £9,401. Given the continued uncertainty, it is felt prudent to keep reserves at a slightly higher level in the short term and this position will be kept under review by the trustees.

Funds that were designated by the Trustees for use in 2020/21 are listed below, along with information on their use or carry forward:

- £10,000 for online communications: these funds were not required due to a reduction in our general communication costs as a result of the pandemic. Their designation is continued into 2021/22 as outlined above, to enable us to complete our new website and develop new content.
- £30,000 for the costs of a new Communications and Policy Manager post, and for associated communications activity (this represents The Baring Foundation's grant, allocated for these purposes although unrestricted): these funds were used in line with their designation. A similar designation for 2021/22 has been agreed as we receive our annual Baring Foundation grant at the end of each financial year.
- £8,500 for business continuity and strategic activities relating to the impact of the Covid 19 pandemic: these funds were designated to support the costs of a return to in-person working during 2020/21, however the duration of pandemic meant that this was not needed. We anticipate that they will be needed in 2021/22, and so their designation has been continued by Trustees.

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These figures are summarised in the following table:

	2020 reserves	2020 surplus	2021 reserves
<i>Total</i>	£226,585	£71,715	£298,300
<i>Restricted</i>	£127,990		£164,028
<i>Designated</i>	£48,500		£70,500
<i>Free reserves</i>	£50,095		£63,772

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees prepare financial statements for each financial year which give a true and fair view of the state of affairs of the SCIO and of the incoming resources and application of resources, including the income and expenditure, of the SCIO 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 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the SCIO and enable them to ensure that the Financial Statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the SCIO's constitution. They are also responsible for safeguarding the assets of the SCIO 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 SCIO's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees on 16 December 2021 and signed on its behalf by:

Liam Sinclair **(typed signature)**

Liam Sinclair

Chair

James Tough **(typed signature)**

James Tough

Treasurer

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS AND TRUSTEES OF LUMINATE

I report on the accounts of the charity for the period ended 31 March 2020, which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006, and they consider that the audit Requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the Statement of Standards for Reporting Accountants and Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of Regulation 8 of the 2006 Accounts Regulations and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Stewart (typed signature)

David Stewart CA
19 Rutland Square
Edinburgh
EH1 2BB

Dated: 16 December 2021

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FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2021

	Notes	Unrestricted £	Restricted £	Designated £	2021 Total Funds	2020 Total Funds
Income	2					
Income from Voluntary Funds						
- voluntary Income		183,499	125,481	-	308,980	431,182
Income from Charitable Activities		1,525	-	-	1,525	1,269
Investment Income		9	-	-	9	-
Total Incoming Resources		185,033	125,481	-	310,514	432,451
Expenditure	3					
Costs of generating funds						
-Costs of generating voluntary income		16,422	-	-	16,422	20,042
- Cost of Charitable Activities		132,934	89,443	-	222,377	360,818
-Governance costs		-	-	-	-	-
Total Expenditure		149,356	89,443	-	238,799	380,860
Net income for the Period		35,677	36,038	-	71,715	51,591
Transfer of Funds		(22,000)	-	22,000	-	-
Net Movement of Funds		13,677	36,038	22,000	71,715	51,591
Reconciliation of funds						
Total funds brought forward		50,095	127,990	48,500	226,585	174,994
Total funds carried forward		63,772	164,028	70,500	298,300	226,585

The statement of financial activities includes all gains and losses recognised in the period. The results for the period relate wholly to continuing activities.

The notes on pages 16 -22 form part of these accounts

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BALANCE SHEET AS AT 31 MARCH 2021

	Notes	Unrestricted Funds	Restricted Funds	Designated Funds	Total Funds for 2021	Prior Year 2020
		£	£	£	£	£
Fixed Assets	8	<u>527</u>	-	-	<u>527</u>	-
Current Assets						
Cash at bank		69,183	164,028	70,500	303,711	231,120
Debtors	9	<u>1,252</u>	-	-	<u>1,252</u>	673
Total Current Assets		<u>70,435</u>	<u>164,028</u>	<u>70,500</u>	<u>304,963</u>	<u>231,793</u>
Liabilities						
Creditors falling due within one year	10	<u>(7,190)</u>	-	-	<u>(7,190)</u>	(5,208)
Net Current Assets		<u>63,245</u>	<u>164,028</u>	<u>70,500</u>	<u>297,773</u>	<u>226,585</u>
Net Assets		<u>63,772</u>	<u>164,028</u>	<u>70,500</u>	<u>298,300</u>	<u>226,585</u>
The Funds of the charity:						
Unrestricted Income Funds		63,772	-	-	63,772	50,095
Restricted Funds	11	-	164,028	-	164,028	127,990
Designated Fund		<u>-</u>	<u>-</u>	<u>70,500</u>	<u>70,500</u>	<u>48,500</u>
	12	<u>63,772</u>	<u>164,028</u>	<u>70,500</u>	<u>298,300</u>	<u>226,585</u>

Authorised for issue by the Board of Trustees on 16 December 2021 and signed on its behalf by:

Liam Sinclair (typed signature)

Liam Sinclair

Chair

James Tough (typed signature)

James Tough

Treasurer

The notes on pages 16-22 form part of these accounts.

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FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

STATEMENT OF CASH FLOW FOR THE PERIOD ENDING 31 MARCH 2021

	Total Funds 2021	Prior Year 2020
Cash Flow from Operating Activities:	13	
Net Cash provided by Operating Activities	73,118	36,054
Purchase of Fixed Assets	(790)	-
Add back depreciation on Fixed Assets	263	-
Change in cash and cash equivalents in the year	<u>72,591</u>	<u>36,054</u>
Cash and cash equivalents brought forward	231,120	195,066
Cash and Cash equivalents carried forward	<u><u>303,711</u></u>	<u><u>231,120</u></u>

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

a) **Basis of preparation**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The 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 on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

b) **Going Concern**

The Financial Statements have been prepared on a going concern basis. The SCIO relies upon funding by public grants and donations from other sources for its current and future commitments. The Trustees are satisfied that the SCIO can meet its liabilities as they fall due for the foreseeable future, and on this basis consider it appropriate to prepare the Financial Statements on a going concern basis.

c) **Fund Accounting**

Funds held by the Charity are either:

- Unrestricted General Funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.
- Restricted Funds – these are funds that can only be used for particular restricted purposes within the objects of the Charity laid down by the donor.

d) **Donations**

Donations and similar incoming resources are recognised in the financial statements in the year in which they are receivable, which is when the charity becomes entitled to the income.

e) **Grants receivable**

Grants receivable are credited to the statement of financial activities in the year in which they are receivable.

f) **Gifts-in-Kind**

Donated facilities and services are included in the statement of financial activities in the year in which they are utilised at the value the charity estimates it would pay in the open market for an equivalent service or facility of equivalent utilities. An equivalent amount is included as expenditure under the appropriate heading in the statement of financial activities.

g) **Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

h) **Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

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i) **Governance costs**

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees.

j) **Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 6. The costs of the defined contribution scheme are included within costs of charitable activities and charged to the unrestricted funds of the charity.

k) **Fixed Assets**

Fixed assets are included in the balance sheet at cost. Depreciation is charged for a full year in the year of acquisition and none in the year of disposal. The rates of depreciation used are calculated to write off the cost evenly over the useful life of the asset's life as follows:

Office equipment	20%
IT equipment	33.33%

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FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

NOTES TO THE FINANCIAL STATEMENTS (Cont'd)

2. Income

	Unrestricted £	Restricted £	2021 Total £	2020 £
Voluntary income				
Creative Scotland	100,000	4,125	104,125	193,145
The Baring Foundation	30,000	-	30,000	30,000
Other donations	39,250	121,356	160,606	193,929
Other	14,249	-	14,249	14,108
	183,499	125,481	308,980	431,182
Earned Income	1,525	-	1,525	1,269
Investment Income	9	-	9	-
Total income	185,033	125,481	310,514	432,451

Income for the year was £310,514 (2020: £432,451) of which £185,0336 (2020: £163,048) was unrestricted and £125,481 (2020: £269,403) was restricted.

3. Analysis of Charitable Expenditure

	Activities Undertaken £	Support Costs £	2021 Total £	2020 £
Charitable Activities		-		
Creative programme & development work	175,131	46,526	221,657	360,818
Fundraising	16,422	-	16,422	20,042
Governance costs	720	-	720	-
Total resources expended	192,273	46,526	238,799	380,860

Expenditure for the year was £238,799 (2020: £380,860) of which £149,356 (2020: £165,914) was unrestricted and £89,443 (2020: £214,946) was restricted.

4. Gifts in Kind

Gifts-in-Kind are included in the Statements of Financial Activities. Age Scotland provides office facilities and finance, IT and admin support. It is estimated that Luminare would have to pay £14,249 in the open market for equivalent facilities and services.

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

NOTES TO THE FINANCIAL STATEMENTS (Cont'd)

5. Operating surplus for the year

The operating surplus for the year is stated after charging;

	2021	2020
	£	£
Independent Examiner's Remuneration	720	720

6. Staff numbers and costs

The average weekly number of full-time equivalent employees during the year was:

	2021	2020
	Number	Number
Charitable work	4.2	3.7

The aggregate remuneration and associated costs of the employees were:

	2021	2020
	£	£
Wages and salaries	112,444	73,525
Social Security costs	5,821	3,314
Pension costs	7,058	4,475
	<u>125,323</u>	<u>81,314</u>

No employee earned £60,000 per annum or more during the period.

The charity considers its key management personnel to comprise of the Director and the General Manager. The total employment benefits including employer pension contributions of the key management personnel were £76,388 (2020: £74,625).

7. Taxation

The company is a charitable company within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

LUMINATE

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NOTES TO THE FINANCIAL STATEMENTS (Cont'd)

8. Tangible Fixed Assets:

	IT Equipment	Total 2021	Total 2020
Cost			
As at 1 April 2020	-	-	-
Additions	790	790	-
Disposals	-	-	-
As at 31 March 2021	790	790	-
Depreciation			
As at 1 April 2020	-	-	-
Charge	263	263	-
Disposals	-	-	-
As at 31 March 2021	263	263	-
Net Book Value			
As at 31 March 2021	527	527	-
As at 31 March 2020	-	-	-

9. Analysis of Current Assets:

	2021 £	2020 £
Trade debtors	-	-
Prepayments & accrued income	1,252	673
Cash at Bank	303,711	231,120
	<u>304,963</u>	<u>213,793</u>

10. Analysis of Current Liabilities and Long Term Creditors

	2021 £	2020 £
Trade creditors	1,909	746
Accruals	2,897	1,249
PAYE/NI Creditors	1,377	2,288
Pension	1,007	925
	<u>7,190</u>	<u>5,208</u>

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

NOTES TO THE FINANCIAL STATEMENTS (Cont'd)

11. Restricted funds

Reporting period

	Balance at 31 March 2020 £	Incoming resources £	Resources expended £	Transfer between funds £	Balance at 31 March 2021 £
Unforgotten Forces	18,110	-	(114)	-	17,996
Erskine Residency Programme	-	33,250	-	-	33,250
Year-round Development Programme	15,000	-	(15,000)	-	-
Singing Network	51,204	88,106	(68,447)	-	70,863
Artists in Social care	-	4,125	(1,035)	-	3,090
Arts in Care	43,676	-	(4,847)	-	38,829
	<u>127,990</u>	<u>125,481</u>	<u>(89,443)</u>	<u>-</u>	<u>164,028</u>

Prior year

	Balance at 31 March 2019 £	Incoming resources £	Resources expended £	Transfer between funds £	Balance at 31 March 2020 £
Unforgotten Forces	19,980	56,276	(58,146)	-	18,110
Creative Ageing Exchange	7,310	-	(7,638)	328	-
Year-round Development Programme	15,387	20,000	(20,387)	-	15,000
Dementia Inclusive Choirs Network	28,395	99,982	(77,173)	-	51,204
Arts in Care	-	93,145	(49,469)	-	43,676
Contribution to Director's salary	2,133	-	(2,133)	-	-
	<u>73,205</u>	<u>269,403</u>	<u>(214,946)</u>	<u>328</u>	<u>127,990</u>

- Unforgotten Forces is a partnership of 15 charities who support older veterans across Scotland. Luminate is working in partnership with Erskine Care Homes on a 3 year artist residency programme – this project was paused during the pandemic and restarted in July 2021.
- Erskine Residency Programme is a new project starting in the autumn of 2021, building on our Unforgotten Forces work and funded by the Armed Forces Covenant Fund Trust. This supports artists from a variety of art forms to work in Erskine Care Homes, with a focus on mental health.
- Year-round Development Programme: The Esmee Fairbairn Foundation supported Luminate's year round developmental programme, including contributing to the salaries of the Community Engagement Officer and Director. These funds were expended in the 2020/21 financial year.

LUMINATE

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

NOTES TO THE FINANCIAL STATEMENTS (Cont'd)

- Dementia Inclusive Singing Network: a 2 year-programme launched in April 2019 to support a new network, funded by the Life Changes Trust and Baring Foundation – this project was re-shaped during the pandemic and the delivery timeline extended to December 2021.
- Arts in Care is a programme of artist development and knowledge exchange between sectors, aiming to embed high quality creative practice within Scotland's care homes and supported by Creative Scotland and the Baring Foundation – this project was paused during the pandemic.
- Creative Ageing Exchange: funding from British Council Scotland supported a research and development exchange Luminare and a German creative ageing organisation, Kubia. This project was completed in February 2020.
- The Robertson Trust made a contribution towards the Director's salary- this funding was completed in the 2019/20 financial year.

12. Analysis of Charitable Funds

Analysis of Fund Movements	Balance as at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance as at 31 March 2021 £
Unrestricted Funds	50,095	185,033	(149,356)	(22,000)	63,772
Restricted Funds	127,990	125,481	(89,443)	-	164,028
Designated Funds	48,500	-	-	22,000	70,500
Total	226,585	310,514	(238,799)	-	298,300

13. Net Movement in Funds for the reporting Period 31 March 2021

	2021 £	2020 £
Net Movement in funds	71,715	51,591
(increase)/decrease in Debtors	(579)	2,587
Increase/(decrease) in Creditors	1,982	(18,124)
Net Cash in Operating Activities	73,118	36,054

Accounting Standards require the Cash Flow Statement to be accompanied by an 'Analysis of Changes in Net Debt'. 'Net Debt' means debt finance less cash. The charity had no debt finance during 2021 or 2020 and therefore its net debt is simply the negative of its cash balances. Accordingly, the change in net debt is apparent from the Statement of Cash Flows.

14. Pensions

Staff are members of a defined contribution pension scheme via TPT Retirement Solutions (formerly the Pensions Trust).