# RENFREWSHIRE LEISURE LIMITED FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2020

Company number: 490998

Charity number: SC033898

Milne Craig Registered Auditors Chartered Accountants Abercorn House 79 Renfrew Road PAISLEY PA3 4DA

# **FINANCIAL STATEMENTS**

# FOR THE YEAR ENDED 31 MARCH 2020

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#### **BOARD REPORT**

#### 31 MARCH 2020

The board present their report and the audited financial statements for the year ended 31 March 2020 which have been prepared in line with the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Companies Act 2006, 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).

# **OBJECTIVES AND ACTIVITIES**

The charity objectives are to provide, or assist in the provision of facilities for recreation, sport, cultural, social or other leisure time occupation as are beneficial to the community, for the general public in, or in connection with the Renfrewshire area and its neighbourhood in furthering the interests of social welfare.

The company strategy (2018-2022) sets out the company's vision to improve physical and mental health and well-being and to enrich people's lives through increased participation in culture, leisure and sport. Renfrewshire Leisure also works closely with the local community, schools and other partners: to help children and their families achieve their full potential; to improve health and well-being; to provide training opportunities and access to digital technology and; to provide pathways to employment.

In response to the Covid19 pandemic, Renfrewshire Leisure temporarily closed its facilities on 18 March 2020. During the national lockdown, Renfrewshire Leisure adapted services to deliver online classes, activities and services and helped to support delivery of priority services in the community.

The strategic priorities for the next four years focus on: the recovery from the Covid19 pandemic; leading the sports and cultural strategies to improve mental and physical health and well-being; working with partners to achieve the cultural and regeneration aspirations for the area, including the delivery of major investment in cultural, leisure and sports facilities and services; attracting, developing and retaining talent and; working with partners and the wider community to achieve these strategic objectives.

# MANAGEMENT AND OPERATION OF FACILITIES

Renfrewshire Leisure manages and operates the following facilities:

- Barshaw Golf Course
- Bowling Greens
- Community Hall Facilities
- Erskine Community Sports Centre
- Erskine Swimming Pool
- Johnstone Community Sports Hub
- Johnstone Town Hall
- Lagoon Leisure Centre
- Libraries (Bishopton; Bridge of Weir; Erskine; Ferguslie; Foxbar, Glenburn; Johnstone; Linwood; Lochwinnoch; Paisley; Ralston; Renfrew)
- On-X Sports & Community Centre
- Paisley Arts Centre
- Paisley Museum, Art Galleries and Coats Observatory
- Paisley Secret Collection
- Paisley Town Hall
- Park Mains Sports Complex
- Ralston Community Sports Centre
- Renfrew Leisure Centre
- Renfrew Town Hall and Museum
- Renfrew Victory Baths
- Seedhill Community Sports Ground
- Sports Pitches and Playing Fields (Barwood Park; Bishopton Playing Fields; Durrockstock Playing Fields; Ferguslie Park Sports Hub/Playing Fields; Glenpatrick Playing Fields; Inchinnan Playing Fields; King George V Playing Fields; Kirklandneuk Playing Fields; Lochwinnoch Playing Fields; Morar Playing Fields; Moredun Playing Fields; Ralston Community Sports Hub; Seedhill Playing Fields; St James Playing Fields; Thomas Shanks Public Park; Todholm Playing Fields; Viewfield Park)
- Tweedie Hall, Linwood

# **BOARD REPORT**

#### 31 MARCH 2020

#### **ACHIEVEMENTS**

Renfrewshire Leisure quickly adapted service delivery arrangements in response to the pandemic in March to provide digital services for customers and to support priority services in the local community. A new section of the Renfrewshire Leisure website, named RenTV was created to host online videos from our service areas for the community to access during the lockdown period. This platform will be further developed and extended and is already proving popular with customers with over 2,000 visits in the first week of going 'live'.

Investment work in Paisley Museum, Paisley Town Hall, Paisley Central library (learning and cultural hub) is underway, with plans being developed for Paisley Arts Centre and for additional leisure facilities in the area; the projects form part of the Council's ambitious cultural and infrastructure investment programme to regenerate the area and ensure that the local community has access to excellent cultural, leisure and sports facilities, services and activities.

The Lagoon Leisure Centre's fitness suite was upgraded in November 2019. The upgrade featured 40 new pieces of cardio equipment and a full new functional training zone. As part of the new layout, an additional offering is now available to customers with the introduction of gym-based functional fitness classes, led by qualified gym staff.

Renfrewshire held its first Paisley Book Festival in February 2020. During the festival week, 64 events were held (34 for adults, 17 for families and 13 in the school programme) which were attended by over 2,600 people, with 280 pupils participating in the school programme. The festival was very well received by audiences and authors and building on this success, the Renfrewshire Leisure team are now preparing to host a virtual festival in 2021.

The expansion of the Arts service programme is continuing to provide opportunities for people to participate in cultural and learning activities in their community. The school library service obtained additional funding to support Renfrewshire schools' attainment challenge and to deliver another successful reading challenge. The Library service works closely with schools and the wider community to inspire children to enjoy reading, to provide digital skills training and to encourage children and families to participate in reading, play activities and events in our libraries.

# **PERFORMANCE**

The temporary closure of all Renfrewshire Leisure facilities and services on 18 March 2020 partly impacted on visitor and usage numbers in comparison to the previous years; however, despite the closures, a range of virtual fitness activities, library and arts services were available for the local community throughout the lockdown.

The statutory performance information for 2019/20 will be available and published on our website later in the year, once it is validated and published by the Improvement Service.

#### **FINANCIAL REVIEW**

The charity does not trade for profit. Any surplus generated by the charity is applied solely to the continuation and development of the charity for the benefit of the local community.

The statement of financial activities for the year ended 31 March 2020 on page 9 shows net expenditure of £2,003,369 (2019 £2,801,077) before other recognised gains or losses. In line with recommended accounting practice, the reported figures include a notional entry for future pension costs which are based on an actuarial review of future pension liabilities for current and previous Renfrewshire Leisure employees.

The charity is funded through a service payment made by Renfrewshire Council, grant income and admission fees generated at its leisure and sports facilities and cultural venues.

# **BOARD REPORT**

#### 31 MARCH 2020

#### **RESERVES POLICY AND GOING CONCERN**

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned expenditure. Excluding the liability for future pensions, Renfrewshire Leisure has reserves of £367,931. Due to the pandemic, Renfrewshire Council is underwriting the financial position of Renfrewshire Leisure in 2020/21 within certain financial limits and on the proviso that the organisation manages expenditure and income to minimise the financial impact.

The Council has also agreed to provide a letter of comfort to the charity to indicate support of the organisation over the next twelve months. Financial planning is underway to assess the impact of Renfrewshire Leisure's likely operating model in 2021, in response to the ongoing pandemic.

In addition, the Board have satisfied themselves that future pension contributions should address the pension liability and that, with Renfrewshire Council's support, the charity will be able to finance these contributions as they fall due. As such they are of the view that the charity is a going concern.

# **PLANS FOR FUTURE PERIODS**

Over the next year, Renfrewshire Leisure will focus on the recovery from the Covid19 pandemic and will continue to work with our partner Renfrewshire Council to progress the investment programme for Paisley Museum, Paisley Central Library (cultural and learning hub), Paisley Town Hall and Paisley Arts Centre - and the exciting proposals for sports facilities in Renfrewshire.

With the investment in our facilities, and in our arts and cultural programmes, Renfrewshire Leisure will be at the heart of building the creative community capacity in Renfrewshire over the long term; the delivery of exciting arts and cultural events programmes will bring positive health, educational, social and economic benefits to the area.

The financial impact of the pandemic and the pressure on public finances is expected to continue over the medium to long term and will present opportunities and requirement for further changes in service delivery arrangements in Renfrewshire Leisure to safeguard the future financial sustainability of the company.

#### REFERENCE AND ADMINISTRATION DETAILS

CHARITY NUMBER: SCO33898 COMPANY NUMBER: 490998

REGISTERED OFFICE: The Lagoon Leisure Centre, Christie Street, Paisley, PA1 1NB

**ADVISERS** 

BANKERS: Clydesdale Bank plc, 30 St Vincent Place, Glasgow, G1 2HL

SOLICITORS: Shepherd & Wedderburn, 191 West George Street, Glasgow, G2 2LB

AUDITORS: Milne Craig, Chartered Accountants, 79 Renfrew Road, Paisley, PA3 4DA

# **DIRECTORS AND TRUSTEES**

Council Directors are appointed to the board by Renfrewshire Council. Independent Directors are appointed to the board by Renfrewshire Council guided by the Nominations Committee established by Renfrewshire Leisure and serve for a five year term. Council Directors serve for the term of the administration of Renfrewshire Council (unless they shall resign or be removed as a director by Renfrewshire Council during such period).

The members serving during the period:

CHAIR: Councillor Lisa Marie Hughes

OTHER DIRECTORS: Councillor Tom Begg Anne Butterfield

Bob Darracott

Scott Fleming (resigned 5 May 2020)

Councillor Eileen McCartin

Anne McMillan

Colin Neill (resigned 10 January 2020)

John Rodger

REGISTERED OFFICE: The Lagoon Leisure Centre, 11 Christie Street, Paisley, PA1 1NB

CHIEF EXECUTIVE/

MANAGEMENT OFFICIAL: Victoria Hollows

# **BOARD REPORT**

#### 31 MARCH 2020

# STRUCTURE GOVERNANCE AND MANAGEMENT Governing document

Renfrew Leisure Limited is a company limited by guarantee with company number 490998 and registered with the Financial Conduct Authority under the Co-operative and Community Benefit Societies Act, 2017.

The charity is governed by the rules set out in the Charities and Trustees Investment (Scotland) Act, 2005 and operates as a private company limited by guarantee under the Companies Act. Renfrewshire Leisure changed its legal status on, 11 November 2014, from a Society under the Industrial and Provident Societies Act 1965 to a charitable company limited by guarantee, to assist with the expansion of Renfrewshire Leisure which took place during 2015.

# **Appointment of directors**

The charity has 11 directors who are entitled to attend and vote at any General Meeting of the charity. The maximum number of directors is 11, 3 being nominated by Renfrewshire Council, 2 being nominated by employees of the charity and 6 selected from the local cultural, sport and business community.

The charity is administered on a day to day basis by a management team who can exercise all powers of the charity that are not required under the Rules to be exercised at a General Meeting.

# **BOARD INDUCTION AND TRAINING**

New Board members receive training to ensure they are familiar with their legal obligations under charity and company law. The training needs of all directors is reviewed on a regular basis and refresher training provided as and when required. Due to the pandemic, the training programme for all directors has been delayed in 2020 and will be re-established in 2021.

# **RELATED PARTIES**

None of the Board receive remuneration or other benefits from their work with the charity. Any conflict of interest or related party interests must be disclosed to the full Board. In the current year, no such conflicts of interest were reported.

The charity has a close relationship with Renfrewshire Council which provides a service payment to enable the charity to carry out its objectives. All transactions are conducted at arms-length, with the cost of the services being equivalent to that charged to unrelated companies.

The charity has a wholly owned subsidiary, Renfrewshire Leisure Trading Limited, which operates the commercial activities of the charity and Gift Aids its profits to the charity.

# **RISK REVIEW**

The board approved the risk management policy and strategy in January 2020. The corporate risk register is reviewed by the board on a regular basis. The management team has conducted its own review of the major risks to which the charity is exposed; systems have been established to mitigate those risks and a risk based audit programme is completed on an annual basis to assess and provide assurance on the controls in place. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are also periodically reviewed to ensure that they still meet the needs of the charity and form part of our quality management system.

#### **BOARD REPORT**

#### 31 MARCH 2020

# RESPONSIBILITIES OF THE BOARD IN RELATION TO FINANCIAL STATEMENTS

The board is responsible for preparing the board report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the board to prepare financial statements for each financial period which give a true and fair view of the state of the affairs of the charity and of the group and of its incoming resources and application of resources, including income and expenditure, for the financial period. In preparing those financial statements, the board is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the charities SORP
- make judgements 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 assume that the charity will continue on that basis.

The board is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act, 2006. The board is 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.

# STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the board is aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each board member has taken all the steps that they ought to have taken as a board member in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

# **AUDITORS**

The auditors, Milne Craig will be proposed for re-appointment in accordance with Section 489 of the Companies Act, 2006.

On Behalf of the Board

Councillor Lisa Marie Hughes Chairman

> John Rodger Director

The Lagoon Leisure Centre Christie Street PAISLEY PA1 1NB

10 December 2020

# **CHAIR'S STATEMENT**

#### 31 MARCH 2020

I am pleased to present Renfrewshire Leisure's financial statements for 2019/20. In 2020, we have dealt with the challenges arising from the Covid19 pandemic and I am delighted with the response from our employees to help support and ensure that essential services continue to be delivered in the local community.

Although the doors to our buildings were temporarily closed in March 2020, the RenTV platform was launched on our website to enable people in the community to enjoy and participate in our digital cultural, leisure and sport programmes, during the lockdown. Throughout 2020, we have continued to invest in our digital service programme to provide additional services for our customers, whilst we operate restricted services in our facilities in line with Government guidelines.

The impact of the pandemic will take some time to recover from. Plans are being developed to ensure that the charity can continue to adapt its service delivery arrangements during this difficult time, to provide a mix of physical and digital services for customers in the community.

Our company strategy (2018-2022) sets out our vision and ambition to improve health and well-being and enrich people's lives through increased participation in culture, leisure and sport. Over the next three years, significant investment is being made by our partners in Paisley Museum, Paisley Town Hall, Paisley Central Library (learning and cultural hub), Paisley Arts Centre and our sporting facilities across Renfrewshire. Our focus will remain on ensuring that the opportunities presented by this investment are taken forward for the whole community.

Over the last year, Renfrewshire Leisure has continued to develop, adapt and deliver essential cultural, leisure and sport services for the people of Renfrewshire. Our Arts, Heritage, Library, Sports, Leisure and Outdoor teams are working with schools and with partners and the local community to encourage and inspire children and their families to develop new skills and to participate in cultural, sport and leisure time activities which improve their physical and mental health and well-being.

We are proud to serve the local community. We will continue to work with our partners and the local community to deliver arts, cultural, learning and development, recreational and sports programmes which contribute to our aims and those of our partners involved in health, education, social inclusion and regeneration.

Councillor Lisa Marie Hughes
Chair of the Board

10 December 2020

# REPORT OF THE INDEPENDENT AUDITORS TO THE DIRECTORS OF

# RENFREWSHIRE LEISURE LIMITED

We have audited the financial statements of Renfrewshire Leisure Limited for the year ended 31 March 2020 on pages 9 to 23. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditors' 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's and of the group's affairs as at 31 March 2020 and of their incoming resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and have been prepared in accordance with the requirements of the Charities and Trustees Investment (Scotland) Act 2005; and
- have been prepared in accordance with the requirements of the Charities and Trustees Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

# **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 Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

# Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the charity's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the charity has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However we draw attention to the disclosure regarding going concern in Note 1 to the financial statements.

#### Other information

The Board are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

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

In connection with our audit of the 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, 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.

#### REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF

# RENFREWSHIRE LEISURE LIMITED

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Report of the Board is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept;
- 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 trustees

As explained more fully in the Statement of Board Responsibilities set out on page 5, the Board is responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Board determines 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 Board is 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 Board 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

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 a Report of the Independent Auditors 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <a href="https://www.frc.org.uk/auditorsresponsibilities">www.frc.org.uk/auditorsresponsibilities</a>. This description forms part of our Report of the Independent Auditors.

This report is made solely to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charitable company's members those matters that we are required to state to them in an auditor's report and for no toher purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Kirsty Mackie BAcc CA (Senior Statutory Auditor)
Milne Craig,
Chartered Accountants,
Statutory Auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Abercorn House,
79 Renfrew Road,
PAISLEY,
PA3 4DA

# CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

# FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total funds 2020 £	Total Funds 2019 £
INCOME					
Operation of leisure and cultural activities					
Income from charitable activities	3	19,317,277	-	19,317,277	19,115,762
Commercial trading operations	5	216,330	-	216,330	196,313
		19,533,607	-	19,533,607	19,312,075
Other incoming resources	4	-	-	-	-
Total income		19,533,607	-	19,533,607	19,312,075
<b>EXPENDITURE</b> Expenditure on charitable					
Activities	6	21,399,581	50,000	21,449,581	21,977,250
Commercial trading operations	5	87,395	-	87,395	135,902
Total expenditure Net (expenditure) /income before other recognised gains		21,486,976	50,000	21,536,976	22,113,152
and losses	10	(1,953,369)	(50,000)	(2,003,369)	(2,801,077)
Other recognised gains/(losses) Actuarial gains/(losses) on defined benefit pension					
schemes	11	5,893,000	-	5,893,000	(3,080,000)
Net movement in funds		3,939,631	(50,000)	3,889,631	(5,881,077)
Total funds brought forward		(5,730,700)	50,000	(5,680,700)	(200,377)
Total funds carried forward		(1,791,069)		(1,791,069)	(5,680,700)
		=======	======	======	======

The Statement of Financial Activities includes all gains and losses recognised in the period.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 12 to 23 form part of these financial statements.

# RENFREWSHIRE LEISURE LIMITED **CONSOLIDATED AND CHARITY BALANCE SHEETS** AT 31 MARCH 2020

	Notes	Group 31 March 2020 £	Charity 31 March 2020 £	Group 31 March 2019 £	Charity 31 March 2019 £
FIXED ASSETS Tangible assets Investments	12 5	943,594 -	943,594 1	1,151,241 -	1,151,241 1
CURRENT ASSETS Stocks	13	943,594 81,697	943,595 74,632	77,124	72,402
Debtors Cash at bank and in hand	14	4,403,829 405,709	4,390,377 405,589	2,753,792 990,079	2,737,387 989,960
CREDITORS: Amounts falling due		4,891,235	4,870,598	3,820,995	3,799,749
within one year	15	5,466,898	5,446,262 ———	4,613,936	4,592,691
ASSETS (LIABILITIES)		(575,663)	(575,664)	(792,941)	(792,942)
NET ASSETS EXCLUDING PENSION LIABILITY DEFINED BENEFIT PENSION SCHEME		367,931	367,931	358,300	358,300
LIABILITY	16	(2,159,000)	(2,159,000)	(6,039,000)	(6,039,000)
NET ASSETS INCLUDING PENSION LIABILITY		(1,791,069)	(1,791,069)	(5,680,700)	(5,680,700)
INCOME FUNDS:					
Unrestricted income funds  Restricted income funds		(1,791,069)	(1,791,069)	(5,730,700)	(5,730,700)
	17	(1,791,069)	(1,791,069)	<u>50,000</u> (5,680,700)	<u>50,000</u> (5,680,700)
INCOME FUNDS INCLUDING PENSION		(4.704.000)	(4.704.000)	(5,000,700)	(5.000.700)
LIABILITY		(1,791,069) ======	(1,791,069) ======	(5,680,700) ======	(5,680,700) ======
PENSION RESERVE LIABILITY INCOME FUNDS EXCLUDING PENSION	22	2,159,000	2,159,000	6,039,000	6,039,000
LIABILITY		367,931 ======	367,931 ======	358,300 =====	358,300 ======

The financial statements on pages 1 to 23 were approved by the Board on 10 December 2020 and signed on its behalf by:-

COUNCILLOR LISA MARIE HUGHES

Chairman

JOHN RODGER TO S Redgy

The notes on pages 12 to 23 form part of these financial statements.

# **CONSOLIDATED CASHFLOW STATEMENT**

# FOR THE YEAR ENDED 31 MARCH 2020

	Notes	2020 £	2020 £	2019 £	2019 £
Net cash inflow from operating activities	19	~	(558,085)	~	(134,376)
Capital expenditure and financial investment Payments to acquire tangible fixed assets		(26,285)		(69,315)	
Net cash outflow from capital expenditure and financial investment			(26,285)		(69,314)
(Decrease)/Increase in cash in the year	19		(584,370)		(203,690)

# **NOTES ON FINANCIAL STATEMENTS**

#### 31 MARCH 2020

# 1. ACCOUNTING POLICIES

# Basis of preparing the financial statements

The financial statements have been prepared in accordance with 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.

Renfrewshire Leisure Limited 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(s).

# **Group financial statements**

These financial statements consolidate the results of the charity and its wholly owned subsidiary, Renfrewshire Leisure Trading Limited on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by Section 408 of the Companies Act, 2006.

# Going concern

The financial statements have been prepared on a going concern basis. At 31 March 2020 the charity had net liabilities of £1,791,069 compared to net liabilities of £5,680,700 at 31 March 2019 but this included the pension reserve of £2,159,000 (2019 - £6,039,000) which is not payable immediately. This reserve depends on a number of factors outwith the control of the charity and can significantly affect the balance sheet. The actuaries have recommended contribution rates for future accounting periods to eliminate this liability and the charity has ensured that based on current projections it can finance these contributions within its projected funding.

Due to the pandemic, Renfrewshire Council is underwriting the financial position of Renfrewshire Leisure in 2020/21 within certain financial limits and on the proviso that the organisation manages expenditure and income to minimise the financial impact. The Council has also agreed to provide a letter of comfort to the charity to indicate support of the organisation over the next twelve months. Financial planning is underway to assess the impact of Renfrewshire Leisure's likely operating model in 2021, in response to the ongoing pandemic.

As such, the directors regard the charity as a going concern.

# Accounting judgements & sources of estimation uncertainty

In preparing these financial statements, the trustees have made the following judgements:

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining life of the asset and projected disposal values.

Assets are considered for indications of impairment. If required an impairment review will be carried out and a decision made on possible impairment. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Bad debts are provided for where objective evidence of the need for a provision exists.

Inventories are assessed for evidence of obsolescence and a provision is made against any inventory unlikely to be sold, or where stock is sold post year end at a loss.

# **NOTES ON FINANCIAL STATEMENTS**

#### 31 MARCH 2020

#### 1. ACCOUNTING POLICIES continued

#### Income

All income recognised in the Statement of Financial Activities once the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from 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 probably that the income will be received and the amount can be measured reliably and is not deferred.

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.

Other income represents those items not falling into any other heading.

# **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probably that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Cost of raising funds from commercial trading operations.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost based on the percentage of non-business activities.

# Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated to expenditure on charitable activities.

# Tangible fixed assets

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:-

Leasehold improvements	4% to 10%	straight line
Computer equipment	20%	straight line
Plant and machinery	20%	straight line
Fixtures and fittings	20%	straight line

# Investments in group companies

Investments in subsidiaries are valued at cost less provisions for permanent diminution in value. Income from investments is included in the period in which it is received.

# **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### **NOTES ON FINANCIAL STATEMENTS**

#### 31 MARCH 2020

#### 1. ACCOUNTING POLICIES continued

#### **Taxation**

The charity is exempt from tax on its charitable activities.

# **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for the specified project to which they relate.

#### **Pension costs**

The charity operates a defined benefit pension scheme. The regular pension cost is charged to the income and expenditure account based on expected pension costs over the service lives of the employees. Contributions paid to the pension plan are paid according to the advice of actuaries.

#### **Financial instruments**

The Charity has elected to apply the provisions of Section 11 "Basic Financial Instruments" and Section 12 "Other Financial Instruments Issues" of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transactions costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

# Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instruments is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

# Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

# 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.

# **NOTES ON FINANCIAL STATEMENTS**

#### 31 MARCH 2020

# 1. ACCOUNTING POLICIES continued

#### **Debtors**

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

# **Creditors and provisions**

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 discounts due.

# 2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee registered with Companies House and the Financial Conduct Authority under the Co-operative and Community Benefit Societies Act 2017.

The liability of the sole member is limited to £1 being the amount the member is required to contribute in the event of a winding up.

# **NOTES ON FINANCIAL STATEMENTS**

# 31 MARCH 2020

3.	INCOME FROM	CHARITABLE	<b>ACTIVITIES</b>
----	-------------	------------	-------------------

		2020 £	2019 £
	Admission fees and instructors	8,390,056	9,209,270
	Public authority service agreement for operating of leisure facilities	10,442,448	9,890,117
	Grant income	484,773	16,375
		19,317,277	19,115,762
		=======	=======
4.	OTHER INCOMING RESOURCES		
		2020 £	2019 £
	Other finance (charge) income	(181,000)	(41,000)
		======	======
	Other finance income represents:		
	Expected return on pension scheme assets	1,527,000	1,499,000
	Interest on pension scheme liabilities	(1,708,000)	(1,540,000)
	Net (charge) return	(181,000)	(41,000)
		=======	=======

The net charge of £181,000 (2019 - £41,000) in the current year has been included in pension costs as shown in Note 10.

# 5. COMMERCIAL TRADING OPERATIONS AND INVESTMENT IN TRADING SUBSIDIARY

The wholly owned trading subsidiary, Renfrewshire Leisure Trading Limited, which is incorporated in Scotland pays all its profits to the charity by gift aid. Renfrewshire Leisure Trading Limited operates the trading operations carried on at Renfrewshire Leisure Limited. The charity owns the entire issued share capital of 1 ordinary share of £1 each. A summary of the trading results is shown below:-

	2020 £	2019 £
Turnover Cost of sales and administrative expenses	216,330 87,395	196,313 135,491
Net profit	128,935	60,822
Amount gifted to the charity	128,935	60,822 =====
The assets and liabilities of the subsidiary were:-	2020 £	2019 £
Current assets Creditors: amounts falling due within one year	236,772 236,771	218,863 218,862
Total net assets	1	1
Aggregate share capital and reserves	====== 1 ======	====== 1 ======

# **NOTES ON FINANCIAL STATEMENTS**

# 31 MARCH 2020

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	Basis of Allocation	Activities undertaken directly 2020 £	Support costs 2020 £	Total 2020 £	Total 2019 £
Payroll and pension costs	Headcount	8,897,856	2,965,952	11,863,808	12,449,721
Travel and subsistence	Headcount	15.617	5,205	20,822	29,465
Property costs	Floor area	1,436,582	478.860	1.915.442	1,846,121
Supplies and services	Direct	1,292,807	430,935	1,723,742	1,830,763
Transport costs	Direct	76,210	25,403	101.613	104,263
Administration costs	Headcount	688,572	229,524	918,096	706,585
Support costs (Note 7)		3,679,544	1,226,514	4,906,058	5,010,332
		16,087,188	5,362,393	21,449,581	21,977,250
		=======	=======	=======	=======

# 7. ANALYSIS OF SUPPORT COSTS

	Basis of Allocation	Activities undertaken directly 2020 £	Support costs 2020 £	Total 2020 £	Total 2019 £
General support Legal and accountancy	Headcount Headcount	3,665,294 14,250	1,221,764 4,750	4,887,058 19,000	4,993,332 17,000
		3,679,544 ======	1,226,514 ======	4,906,058 ======	5,010,332 ======

# 8. STAFF COSTS

2020 £	2019 £
13,476,279	12,941,933
868,890	832,336
2,013,000	2,825,000
16,358,169	16,599,269
	£ 13,476,279 868,890 2,013,000

The directors were not remunerated during the accounting period and did not receive any reimbursements for expenses.

No director or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2019 - Nil).

# **NOTES ON FINANCIAL STATEMENTS**

#### 31 MARCH 2020

# 8. STAFF COSTS (continued)

Staff	num	hare:
Jian	Hulli	Dei 3.

The average number of employees (including casual and part time staff) during the period was made up as follows:-	2020	2019
	Number	Number
Leisure & community	975	954
Finance & corporate	44	42
Cultural	259	273
	1,278	1,269
	======	======
Staff costs include the following number of employees who received remuneration in excess of £60,000.		
£60,001 - £70,000	3	1
£70,001 - £ 80,000	-	1
£80.001 - £ 90.000	1	-
£90,001 - £100,000	1	-
£100,001 - £110,000	-	-
£110,001 - £120,000	-	-
£120,001 - £130,000	-	-

All senior employees who have authority and responsibility for planning, directing and controlling the activities of the company are considered to be key management personnel. Total remuneration in respect of these individuals is £396,605 (2019 - £267,499).

Redundancy and retirement benefits amounting to £16,600 have been paid during the year, these costs have been refunded by Renfrewshire Council.

# 9 TAXATION

As a charity Renfrewshire Leisure Limited is exempt from tax on income and gains falling within section 505 of the Taxes Act, 1998 or Section 256 of the Taxation of Chargeable Gains Act, 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

# 10. **NET INCOMING RESOURCES FOR THE YEAR**

	2020	2019
This is stated after charging:	£	£
Operating leases - equipment	163,210	149,705
Depreciation	233,932	268,989
Auditors remuneration - external audit	19,000	17,000
Pension costs	2,194,000	2,866,000
	======	=======
Pension costs represent:		
Current service costs	2,013,000	2,825,000
Negative return on pension assets (Note 4)	181,000	41,000
	2,194,000	2,866,000
	=======	=======

# **NOTES ON FINANCIAL STATEMENTS**

# 31 MARCH 2020

# 11. ACTUARIAL GAIN/(LOSS) ON DEFINED BENEFIT PENSION SCHEMES

	2020 £	2019 £
Actual return less expected return on pension scheme assets Experience gains and losses arising on the scheme liabilities Changes in financial assumptions underlying the present value of the	(4,119,000) 36,000	1,802,000 (147,000)
scheme liabilities Changes in demographic assumptions	7,432,000 2,544,000	(4,735,000)
Actuarial gains/(losses) in pension plan	5,893,000 ======	(3,080,000)

# 12. TANGIBLE FIXED ASSETS - GROUP AND CHARITY

	Leasehold improvements £	Computer equipment £	Plant and machinery £	Fixtures and fittings £	Total £
Cost or valuation At 1 April 2019 Additions	3,033,496	73,250 -	653,398 26,285	183,396 -	3,943,540 26,285
At 31 March 2020	3,033,496	73,250	679,683	183,396	3,969,825
Depreciation At 1 April 2019 Charge for period	2,074,650 161,997	70,398 2,585	535,330 47,165	111,921 22,185	2,792,299 233,932
At 31 March 2020	2,236,647	72,983	582,495	134,106	3,026,231
Net book value At 31 March 2020	796,849	267	97,188	49,290	943,594
At 31 March 2019	958,846 ======	2,852	118,068	71,475	1,151,241 ======

All fixed assets held are used in direct furtherance of the charity's objects.

# 13. **STOCKS**

Goods for resale Other stocks	Group 2020 £ 30,296 51,401	Charity 2020 £ 23,231 51,401	Group 2019 £ 32,138 44,986	Charity 2019 £ 27,416 44,986
	81,697 ======	74,632 ======	77,124	72,402

# **NOTES ON FINANCIAL STATEMENTS**

# 31 MARCH 2020

14.	DEBTORS				
		Group 2020 £		Group 2019 £	Charity 2019 £
	Amounts falling due within one year Trade debtors Prepayments and accrued income Amount due from Renfrewshire Council	692,0 629,9 3,081,7	83 678,631 86 629,986	376,153 479,657	376,483 462,922 1,897,982
45		4,403,8 =====		2,753,792 ======	2,737,387 ======
15.	CREDITORS				
		Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
	Amounts falling due within one year	25.7	FC 0F 404	100.640	100 220
	Trade creditors Accruals and deferred income Value added tax Amounts owed to Renfrewshire Council Amounts owed to Renfrewshire Leisure Tradi	25,79 2,297,2 507,8 2,636,1 ing	19 2,297,219 14 507,814	109,649 2,281,297 520,293 1,702,697	106,238 2,281,299 520,293 1,487,575 197,286
		5,466,9 =====		4,613,936	4,592,691
16.	PENSION RESERVE				
				2020 £	2019 £
	Deficit at 1 April 2019 Current service costs Past Service costs Employer contributions Contributions in respect of unfunded benefits Net loss on assets Actuarial gains/(losses) during year			(6,039,000) (4,494,000) 499,000 2,139,000 24,000 (181,000) 5,893,000	(134,000) (3,654,000) (1,431,000) 2,284,000 17,000 (41,000) (3,080,000)
	Deficit at 31 March 2020			(2,159,000)	(6,039,000) ======
17.	RECONCILIATION OF MOVEMENTS IN TOTAL FUNDS				
		Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
	Opening total funds  Net (outgoing)/incoming resources for the financial period representing a net	(5,680,700)	(5,680,700)	200,377	200,377
	(reduction)/increase to total funds	3,889,631	3,889,631	(5,881,077)	(5,881,077)
	Closing total funds	(1,791,069)	(1,791,069) ======	(5,680,700)	(5,680,700)

# RENFREWSHIRE LEISURE LIMITED **NOTES ON FINANCIAL STATEMENTS** 31 MARCH 2020

18.	RESERVES

	Unrestricted Funds	Restricted Funds	Total Funds ເ
At 1 April,2019 Surplus/(deficit) for year	(5,730,700) 3,939,631	50,000 (50,000)	(5,680,700) 3,889,631
Balance at 31 March 2020	(1,791,069) =======		(1,791,069)

Restricted funds are restricted to use for the specified project to which they relate.

#### 19. **CASHFLOW STATEMENT**

(a) Reconciliation of changes in resources to net inflo	w from operating	activities	£
Net incoming resources	-		(2,003,369)
Pension cost			2,013,000
Depreciation			233,932
Increase in stocks			(4,573)
Increase in debtors			(1,650,039)
Increase in creditors			852,964
moreass in Gradiere			002,001
Net cash inflow from operating activities			(558,085)
That dadn illiness from operating activates			=======
			£
(b) Reconciliation of net cash flow to movement in net	funds/deht		~
(b) resolution of fise such how to movement in her	Turido, dobt		
Net funds and debt at 31 March 2019			990,079
Decrease in cash in period			(584,370)
·			, ,
Net funds and debt at 31 March 2020			405,709
			=======
(c) Analysis of net funds/debt			
		At	At
		31 March	31 March
	Cash flow	2020	2019
	£	£	£
Cash at bank and in hand	(584,370)	405,709	990,079
2	======	======	======

#### 20. **OPERATING LEASE COMMITMENTS**

Lease payments under operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

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	31 March 2020 £	31 March 2019 £
Annual commitments under non-cancellable operating leases are as follows:-		
Operating Leases which expire:		
Not later than one year	-	-
Later than one year and not later than five years	205,600	-
Later than five years	<u>-</u>	<del>-</del>
	205,600	_
	=======	=======

# RENFREWSHIRE LEISURE LIMITED NOTES ON FINANCIAL STATEMENTS 31 MARCH 2020

# 21. RELATED PARTIES

The charity has a close relationship with Renfrewshire Council which provides a service payment to enable the charity to carry out its charitable objectives. During the year ended 31 March 2020, it received a service payment totalling £10,442,448 (2019 - £9,890,117). This funding was received under contracts with the charity to provide leisure services and has been included in the financial statements under the heading Income from charitable activities.

At 31 March 2020, Renfrewshire Council owed the charity £3,081,760 (2019 - £1,897,982) as disclosed in note 14 to the accounts and was owed £2,636,111 (2019 - £1,702,697) by the charity as disclosed in note 15 to the accounts.

# 22. PENSION COSTS

The charity operates a defined benefit pension scheme.

The amounts in the financial statements for the year ended 31 March 2020, relating to pensions, are based on a full actuarial valuation dated 31 March 2020. Pension costs are summarised in note 10 to the accounts.

The agreed contribution rate for future years is 19.3%

The main financial assumptions used in the actuarial valuation were as follows:-

	2020	2019
Rate of increase for pensions	1.8%	2.4%
Rate of increase in salaries	2.9%	3.6%
Discount rate for liabilities	2.3%	2.5%

The following is the history of experience gains and losses in the scheme:-

	Assets at 31 March 2020	Assets at 31 March 2020 £'000	Assets at 31 March 2019	Assets at 31 March 2019 £'000
Equities Bonds Properties Cash	62% 25% 12% 1%	36,960 14,904 7,154 596	64% 24% 10% 2%	38,403 14,401 6,000 1,200
Total		59,614		60,004
Total market value of assets		59,614		60,004
Present value of scheme liabilities Present value of unfunded liabilities		61,149 624		65,547 496
Total value of liabilities		61,773		66,043
Net pension liability		(2,159)		(6,039) =====

# RENFREWSHIRE LEISURE LIMITED NOTES ON FINANCIAL STATEMENTS 31 MARCH 2020

# 22. PENSION COSTS (CONTINUED)

The following is the history of experience gains and losses in the scheme:-

	Year to 31 March 2020	Year to 31 March 2019
	£'000	£'000
Difference between the expected and actual	2000	2000
return on assets	(4,119)	1,802
Value of assets	59,614	60,004
Percentage of assets	(7%)	3%
Experience gains/losses on liabilities	(36)	147
Total present value of liabilities	61,773	66,043
Percentage of the total present value of		
liabilities	(0.06%)	0.2%
Actuarial gains/losses recognised in SOFA	5,893	3,080
Total present value of liabilities	61,773	66,043
Percentage of the total present value of		
liabilities	9.5%	4.7%

# 23. CAPITAL COMMITMENTS

At 31 March 2020 the company had authorised and contracted capital commitments amounting to £nil (2019 - £nil).

# DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

TURNOVER		2020 £				2019 £
Admissions and service income		18,832,504				
OTHER OPERATING INCOME						
Profit from commercial trading operations			128,935			60,411
Grant income			484,773			16,375
LESS OVERHEADS			19,446,212			19,176,173
EEGG GVERILEAGG	Support costs £	Charitable costs £	Total £	Support costs £	Charitable costs £	Total £
PAYROLL COSTS Wages and national insurance	3,451,353	10,354,058	13,805,411	3,443,358	10,330,971	13,774,329
Pension costs	503,250	1,509,750	2,013,000	706,250	2,118,750	2,825,000
Travel and subsistence	6,941	20,822	27,763	9,822	29,465	39,287
	3,961,544	17,884,630	15,846,174	4,159,430	12,479,186	16,638,616
PROPERTY COSTS	04.047	050.740	220,000	00.004	047.004	220 225
Water charges Heat and light	84,247 327,653	252,742 982,958	336,989 1,310,611	82,334 320,873	247,001 962,618	329,335 1,283,491
Cleaning costs	81,805	245,415	327,220	45,126	135,378	180,504
Repairs and maintenance	88,256	264,769	353,025	99,509	298,528	398,037
Other costs	56,520	169,558	226,078	67,532	202,596	270,128
	638,481	1,915,442	2,553,923	615,374	1,846,121	2,461,495
SUPPLIES AND SERVICES						
Instructors fees	-	752,718	752,718	-	755,883	755,883
Rental equipment	-	163,210 96,083	163,210	-	149,705	149,705
Goods for resale Computer supplies	-	186,273	96,083 186,273	-	83,445 269,270	83,445 269,270
Books and educational	-	244,675	244,675	-	277,188	277,188
resources	_	211,070	211,070	_	277,100	277,100
Other costs	-	280,783	280,783		295,272	295,272
	<u>-</u>	1,723,742	1,723,742	<u>-</u>	<u>1,830,763</u>	1,830,763
TRANSPORT COSTS		101,613	101,613		104,263	104,263
GAIN ON SALE OF ASSETS		101,013	101,013		104,203	104,203
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<del>-</del>
ADMINISTRATION COSTS Printing, postages and stationery	18,348	55,044	73,392	21,421	64,264	85,685
Advertising and promotion	14,782	44,347	59,129	14,498	43,494	57,992
Insurance	61,343	184,029	245,372	75,051	225,154	300,205
Training costs	4,617	13,852	18,469	2,205	6,616	8,821
Bank charges Other costs	12,714	38,140 146,619	50,854	8,153 31,667	24,458 95,000	32,611
Unreclaimable VAT	48,873 51,131	153,391	195,492 204,522	28,989	86,968	126,667 115,957
Payments to other bodies	94,225	282,674	376,899	53,544	160,631	214,175
	306,033	918,096	1,224,129	235,528	706,585	942,113
DEFICIT FOR THE YEAR			(2,003,369)			(2,801,077)

This page does not form part of the statutory financial statements.