

The Association for Science and Discovery Centres

Report and Unaudited Financial Statements

Year Ended

31 March 2014



Contents

	<u>Page</u>
Report of the Trustees	2 - 13
Report of the independent examiner	14
Statement of financial activities	15
Balance sheet	16
Notes forming part of the financial statements	17 - 20

THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES

Report of the Trustees for the year ended 31 March 2014

The Trustees present their report and financial statements for the year ended 31 March 2014. These have been subject to independent examination.

Charity name: The Association for Science and Discovery Centres

Charity registration number: 1129312

Company registration number: 6798106

Registered Office and operational address:

Monarch House
Queen Charlotte Street
Bristol
BS1 4EX

Trustees and Directors

Teresa Anderson (Chair)	Jodrell Bank Discovery Centre
Ian Griffin (Chair)	Science Oxford (resigned 25 April 2013)
Peter Trevitt (Treasurer)	Techniquest
Charles Bishop	National Space Centre
Dr Stephen Breslin	Glasgow Science Centre
Vicky Brightman	Royal Botanic Gardens
Verena Cornwall	Winchester Science Centre (appointed 25 September 2013)
Dr John Ellison	Eden Project
Dr Anne Hunt	Independent Consultant (resigned 25 September 2013)
Dr Christopher Lennard	Cambridge Science Centre
Scot Owen	Techniquest Glyndwr (appointed 25 September 2013)
Terry O'Connor	STFC
Anthony Richards	Science Museum
Ian Simmons	Centre for Life (resigned 25 September 2013)
Louise Smith	Dundee Science Centre
Leigh-Anne Stradeski	Eureka! The National Children's Museum
Dr Kenny Webster	Thinktank Birmingham Science Museum
Phil Winfield	At-Bristol

Secretary

Dr Penny Fidler

Executive Team

Dr Penny Fidler, Chief Executive Officer
Michaela Livingstone, Special Projects Manager

Structure, Governance and Management

Governing document

The Association for Science and Discovery Centres (ASDC) is a charitable company limited by guarantee, incorporated and registered as a charity on 21 January 2009. It is governed by its Memorandum and Articles of Association.

THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES

Report of the Trustees for the year ended 31 March 2014 (continued)

Appointment of Trustees

Under the requirements of ASDC's Memorandum and Articles of Association there shall be no fewer than eight and not more than sixteen Trustees in office.

Induction of Trustees

Trustees are invited to meet the executive team and familiarise themselves with the aims of the organisation. They are given an induction pack which includes the Memorandum & Articles of Association (which includes the objects of the Charity); Charities Commission guidelines on becoming a Trustee; and forms for signature.

Risk management

The major risks to which the organisation is exposed, as identified by the Trustees, have been reviewed and systems or procedures have been established to manage those risks. The Charity's risk register is reviewed at every meeting of the Board.

New Chair of ASDC

At the ASDC Board meeting of 25 April 2013, the Board of ASDC formally appointed Dr Teresa Anderson, Director of Jodrell Bank Discovery Centre as the new Chair of ASDC. Teresa takes over the chair from Dr Ian Griffin, CEO of Science Oxford who is moving to New Zealand.

Objectives and Activities

Objectives of the organisation

To serve and support science and discovery centres and related organisations, in the UK and beyond, fostering learning and engagement in the field of science, technology, engineering and mathematics for the public benefit.

The trustees have had regard to Charity Commission guidance on public benefit and report on these activities below.

Vision - A society where people are intrigued, inspired and involved with the sciences.

Mission - To bring together the ASDC membership to play a strategic role in the nation's engagement with science.

ASDC Website - www.sciencecentres.org.uk

Operational Report

Overview

The Association for Science and Discovery Centres (ASDC) had a busy and effective fifth year in operation, achieving a UK-wide membership, delivering national strategic science learning programmes, establishing its reputation with relevant Government departments, Parliamentary offices, research councils and national organisations and bringing the sector together to advance the field.

The membership of ASDC is made up of sixty or so of the nation's leading science centres, discovery centres, science museums, learned societies and other educational and science organisations who share the ASDC vision of a society where people are intrigued, inspired and involved with the sciences.

Report of the Trustees for the year ended 31 March 2014 (continued)

Together, the ASDC membership engages over 20 million people each year with science, technology, engineering and maths, both at their science centres and through their community and schools outreach programmes. Ten million of those they engage are girls and women making it a powerful national infrastructure to inspire more females into science and engineering. Public visitors are given the opportunity to explore and discover the sciences in their leisure time with family and friends (building family science capital), whilst the many millions of participating school students investigate the sciences through future-focussed hands-on curriculum-linked education programmes.

Science and discovery centres and museums within the ASDC membership act as 'science hubs' for publically accessible science in their cities and regions. The ASDC activities over the past year have enabled geographically separated members to share best practice, ideas, resources and knowledge, so they in turn can enhance the quality, sustainability and value for money they offer to school students and members of the public in their region of the UK. Working together as a national infrastructure aiming to inspire, they provide a strategic approach to the science learning, STEM skills and engagement strategy of the nation.

Within the current year, ASDC provided a range of national meetings, including, a high-profile National Conference, specialist professional meetings, sector-wide training events, leadership calls and other activities to bring staff within the ASDC membership together to play a strategic role in the nation's engagement with science.

ASDC also acted on behalf of the sector, advising Downing Street and Government on a national initiative to inspire more girls to take physics and engineering, discussing with Ministers the opportunities for capital funding for charitable science centres, inputting into Select Committee inquiries and working with the UK Space Agency on a science education programme to celebrate the first British Astronaut who will go into space in 2015.

As a major part of our operations, ASDC creatively conceives UK-wide strategic science learning and engagement programmes and seeks funding to deliver these in partnership with science and discovery centres across the UK. In the current year, ASDC has delivered and completed the highly successful 'Explore Your Universe' Programme, funded by The Science and Facilities Research Council (STFC), which attracted 156,880 people to engage with the latest in the physical sciences. To achieve this, ASDC created a host of shared resources, and selected, trained and equipped ten UK science centres to run high-end practical physics and engineering workshops with schools and families celebrating the UK's excellence in research in space science, particle physics and related fields. Over the two-year programme, ASDC also awarded 38 grants to its members for a total of £90,000. Phase 1 completed in January 2014 and in early 2014, ASDC successfully bid and secured funding for Phase 2 of this national programme.

In 2014 ASDC also secured funding from The Department for Business, Innovation and Skills (BIS) to undertake and deliver a major new report, entitled 'UK Science and Discovery Centres: Effectively Engaging Under-Represented Groups'. This included a series of 22 case studies from ASDC members in England, Ireland, Scotland and Wales showing how they effectively reach large numbers of underserved groups through innovative and hands-on science programmes. This report has been extremely well received by colleagues nationally and internationally as exemplars of best practice that can be replicated.

ASDC also continues some support to centres involved in former ASDC national programmes such as our national molecular biology programme 'Hands-on DNA' where ASDC trained, equipped and supported fifteen centres to run high-level molecular biology workshops with schools in their regions.

Report of the Trustees for the year ended 31 March 2014 (continued)

ASDC has a central office in Bristol and currently has an executive team of 2.6 staff (the CEO, the special projects manager and the projects associate (0.6)).

Further information about ASDC and its activities and projects can be found on the charity's website www.sciencecentres.org.uk and regular updates are via twitter @sciencecentres

Core Activities

All Government core funding for ASDC was cut in March 2010 and despite strong fundraising efforts ASDC have not yet secured alternative core funding to replace this. The income for ASDC is now achieved through competitively bidding for national strategic science learning programmes that advance the ASDC vision and mission, combined with the smaller proportion of funding achieved in membership subscriptions and conferences.

ASDC Membership Fees

The 2013-14 ASDC membership fees were:

- Small centres: £525 per year
- Larger centres: £950 per year

At the 2012 ASDC AGM, our members voted to increase the membership fees to help sustain ASDC operations. This increase (50% for small centres and 100% for larger centres) was applied from April 2013, stating there would be no further increase in fees until April 2015. The membership period was also changed to April -March to coincide with the ASDC financial year. This resulted in an overall increase of revenue.

Strengthening the sector by bringing staff together to share knowledge and best practice

ASDC convened a variety of Profession Development and knowledge exchange events and conferences for science engagement practitioners across the UK including:

The 2013 ASDC National Conference (26 September 2013)

In September 2013, ASDC held their third Annual National Conference. This highly successful conference was delivered in partnership with our members, The Science Museum, London.

The conference attracted high profile speakers including:

- The Minister for Universities and Science, The Rt Hon David Willetts MP
- The Government Chief Science Advisor, Sir Mark Walport
- The Head of Science for BBC productions, Andrew Cohen
- The Director of Medical Humanities and Engagement at the Wellcome Trust, Clare Matterson

The national conference attracted around 200 of the UK's leading science engagement professionals and stakeholders, including a high proportion of CEO's and senior managers. Participants came from 88 organisations including UK and European science and discovery centres, science festivals, science museums, media partners, universities, government departments, research councils, charities and industry. In addition we had a number of partners exhibiting including from a research council and the European Space Agency.

ASDC held a VIP Dinner with guest speakers, Rt Hon David Willetts and Dr Teresa Anderson MBE, Chair of ASDC. This was attended by around 80 colleagues from the ASDC membership, government, research councils and funding bodies. The ASDC AGM took place on Sept 25 2013 hosted by the Science Museum open to all ASDC members.

Report of the Trustees for the year ended 31 March 2014 (continued)

The 2014 ASDC National Education Conference

The 2014 ASDC National Education Conference was hosted by the Natural History Museum in London on February 28 2013. This was attended by around 80 science education specialists from across the UK and included speakers from the Number 10 initiative on girls into engineering, the Wellcome Trust and a keynote from the ASDC Patron Professor Alice Roberts.

Leadership Programme of Conference Calls

In 2013 ASDC launched a new series of 'Leadership Calls' to enable members to share vital information whilst reducing the time, cost and carbon spent travelling nationally to meet in person. These 90 minute conference calls ran as formal events and are primarily to enhance member's operations and to increase their annual income. Happening every two months, the calls involved expert guest speakers and a discussion session and were chaired by a member of the ASDC Board of Trustee. Delegates (who were directors and middle managers) fill out questionnaires in advance so that information and contact details can easily be shared amongst delegates. The Leadership calls have included topics such as 'Increasing your earned income from facility rental and catering' and 'Increasing and maintaining schools visits; pricing in the current economy'.

Other meetings and events

- Over 40 conference calls to share best practice on all manner of content and skills between ASDC members and to enhance charitable operations in a simple and cost-effective manner.
- An ASDC members dinner in Gothenburg as part of the 2013 European science centre meeting (Ecsite) bringing together 50 UK members.
- Meetings with the UK Space Agency and ASDC members to explore the possibility of a National Astronaut Programme in science and discovery centres to engage families and school children across the UK with the flight of the very first UK Astronaut in 2015.
- A National Meeting at Royal Observatory Greenwich in November 2013 to share best practice amongst staff at UK science centres running hands-on inspirational physics and space activities as part of the Explore your Universe programme.
- Four ASDC trustee meetings (held in Eden in Cornwall, the Daresbury Particle Accelerators, Bristol and the Science Museum) bringing together Trustees who are CEOs and senior managers of 15 UK centres.
- Planning for the 2014 National Marketing Conference, a one-day conference which took place on 16 May 2014 hosted by At-Bristol Science Centre, with speakers from the BBC, Aardman Animations, the Chartered Institute of Marketing and more.

Acting as the sector body for UK Science and Discovery Centres and UK informal science learning

ASDC is well established as the representative body for the UK science and discovery centre sector and is gaining a national and international reputation as the leading UK body for informal science learning. ASDC is frequently approached by European and national organisations, government departments and learned bodies who wish to seek advice and to work with the sector. This has included:

Working with Government and Parliament

for example in 2013-14:

- ASDC was invited to Number 10 Downing Street to meet with ministers to discuss how the sector could increase the numbers of girls taking physics and engineering.
- ASDC represented the sector on the Downing street and BIS campaign to inspire girls with physics and engineering ensuring science and discovery centres pledged their support.
- ASDC participated in Ministerial and other meetings to explore how families and children can be creatively engaged with the UK Astronaut mission in 2015

Report of the Trustees for the year ended 31 March 2014 (continued)

- Conversations with the Parliamentary Office for Science and Technology on Informal STEM Education
- ASDC submitted evidence to Parliamentary Select Committee Enquiries, such as House of Commons Science and Technology Committee report on 'Communicating Climate Change'.
- ASDC supplied advice and data to civil servants to brief ministers on the value of informal science learning.

ASDC national tour by Sir Mark Walport: Government Chief Scientific Adviser

ASDC arranged a national tour for the Government Chief Science Adviser Sir Mark Walport to speak directly with the public about Climate Science in February and March 2014. Venues included ASDC members at Manchester, Bristol, Belfast, Birmingham, London, Edinburgh and Glasgow

Raising the profile of UK centres here and abroad.

Over the year, ASDC raised the profile of the work of UK science and discovery centres and museums by promoting their strategic capabilities as a major infrastructure for science learning.

For example:

- ASDC CEO spoke at national and international conferences as an expert on Informal Science Education and UK science centres.
- ASDC co-chairs the European Space Group covering a wide range of informal science engagement across Europe,
- ASDC worked with the BBC to facilitate partnerships with member centres for a variety of programmes.
- ASDC worked with a number of specific national programmes across the year including 'Dark Sky Discovery', and other programmes for World Space Week.
- ASDC has worked with Ecsite (the European network of science centres) in a variety of advocacy activities and spoke at their conferences and meetings.
- ASDC has represented the sector including for the International Year of Light 2015, The European Planetary Science Congress, International Aeronautics Congress and the European Space Education Resource Office teachers conference.
- ASDC offered advice and consultancy on a range of items, including for example the ESRC funded population exhibition

Acting as a central source of information for our members

ASDC shared with its members the latest opportunities and sector developments via the news and events pages of the ASDC website and by regular targeted emails and via twitter. These include funding and other opportunities, conferences, Government initiatives, Parliamentary consultations, and international and national research on the impact of science centres.

Increasing the financial sustainability of our members by facilitating collaborations

Activities included brokering meetings of consortia of science centres with funding bodies, encouraging centres to apply for collaborative grants, and bringing together professionals with a shared interest (e.g. marketing managers, education managers, physics groups, space groups). Some 50 grants have been awarded to centres over the past few years for activities ranging from space science to molecular biology.

Press and PR: A national promotion of science and discovery centres

In 2013, The Chair of the ASDC marketing group worked with ASDC to create a national promotion of science and discovery centres across the UK, appearing in a national newspaper to coincide with National Science and Engineering Week.

Project Activities

A major part of ASDC's operations relates to designing and delivering major national strategic science learning programmes using the expertise and national infrastructure of UK science and discovery centres. The following were delivered in 2013-14.

A Strategic Partnership with The Science and Technology Facilities Council (STFC)

ASDC is delighted to have in place a strategic partnership with STFC (since 2012) which brings together some of the most fascinating and diverse science in the country with the talents and infrastructure of the nation's largest network of science engagement organisations.

Explore your Universe (Phase 1)

The 2-year national programme 'Explore your Universe; from atoms to astrophysics' ran from January 2012 – January 2014. This programme continues to be delivered at science centres and is inspiring young people and families across the UK with the wonders of the physical sciences by sharing the amazing stories and technologies of STFC. Funding was secured in early 2014 for Phase 2 of this programme.

The 'Explore your Universe' national programme created a series of exceptional hands-on physics and engineering-based activities, experiments, schools workshops, family shows and meet-the-expert activities. The project selected, trained, equipped and supported ten UK science and discovery centres to run this high-end suite of programmes with school students and families at their centres across the UK.

In just one year these ten science centres and two STFC facilities engaged 156,880 children and adults. Over 75,000 participants were girls and women and over 46,000 participants met and spoke with a scientist or engineering expert.

This two-year national strategic project was led by ASDC with expert input from The National Space Centre in Leicester and Jodrell Bank Discovery Centre in Cheshire. The science centres delivering the Explore Your Universe Programme are based in Aberdeen, Dundee, Glasgow, Edinburgh, Widnes, Oxford, London, Bristol, Hampshire and Sussex.

Each partner science centre and STFC facility was given a set of flexible equipment including a thermal imaging camera, a solar telescope, a particle accelerator in a salad bowl, pieces of a satellite blanket and the detector at CERN, meteorites and over 50 other items of equipment and full training on using every item.

The Explore Your Universe programme also created a bespoke training manual containing all the experiments, activities and resources, a website (www.exploreyouruniverse.org), a number of workshops and shows for families and schools as well as a full evaluation programme and marketing pack. ASDC also ran training academies for science centre staff and scientists, national meetings, a buddy support programme, conference calls and bespoke support for all centres.

The programme was fully evaluated by science learning academics at King's College, London making it the UK's largest multicentre study of the impact of science and discovery centre programmes. One of the key evaluation findings was that this physics and engineering programme inspired both girls and boys equally – there was no difference between the proportions who said that after a one, or two hour workshop they had felt more interested in studying science.

Report of the Trustees for the year ended 31 March 2014 (continued)

Explore Your Universe workshops and activities are now embedded in science centre programmes across the UK and will continue to celebrate STFC science long into the future.

Evaluation results from students aged 14-16 after a workshop

- 81% said they would recommend this masterclass to other people their age
- 78% said that they had never used or rarely use this type of equipment at their school
- 60% said that they thought their experience in the masterclass would help them with their school science classes
- 43% said that the masterclass made them feel more interested in studying science

Their teachers said...

- 96% rated the workshop very good or good
- 74% said they would talk about the workshop with students when back at school
- 90% said they would recommend the workshop to other teachers

Explore your Universe (Phase 2)

Funding was secured from STFC in early 2014 for Phase 2 of Explore Your universe, which will run from February 2014 - February 2016, and will strengthen and broaden this national programme and train another ten UK centres to deliver the activities.

BIS Report: UK Science and Discovery Centres: Effectively Engaging Underserved Groups

Over the past years, ASDC has been in discussion with BIS sharing the on-going embedded programmes that a variety of science and discovery centres and museums regularly and successfully run to attract underserved audiences. The Department for Business, Innovation and Skills (BIS) commissioned ASDC to produce a report in Jan – March 2014 to share best practice in this area with other science engagement practitioners in the UK. This report was published alongside the Chancellors launch on May 7 2014 of a national initiative on girls into engineering and physics and is on line here: www.sciencecentres.org.uk/reports/underserved

This ASDC report covers interventions addressing three specific groups of society who are under-represented in STEM; school children and families from socio-economically disadvantaged areas, school children and families from a range of ethnic backgrounds, and women and girls in physics and engineering. For each we sought a series of case studies showcasing what works, and what is successful in attracting people to participate in science. Engaging wider audiences is not only needed as a matter of societal equity, but for our future well-being and economic growth.

This report has been extremely well received by science engagement professionals both in the UK and across Europe and the USA. Many have commented on its usefulness and noted their intention to replicate some programmes. A key factor was the 22 case studies detailing methods and successes, with each case study author offering to assist colleagues in setting up these programmes.

World Space Week Grants 2013

ASDC also ran a 'World Space Week Grants Programme' supported by STFC and through a competitive process selected science centres in the following ten locations to be awarded grants to deliver events to celebrate World Space Week: Northern Ireland, Bristol, Dundee, Halifax, Cheshire, Leicester, London, Aberdeen, Cardiff, and North Wales. ASDC also wrote and published a booklet on the latest space science for World Space Week 2013.

Former funded programmes that ASDC still supports

'Hands-on DNA' National Molecular Biology Project

ASDC conceived and secured funds from The Wellcome Trust to run a National Strategic programme to make inspirational, practical molecular biology experiences accessible to students in all parts of the UK. Although ASDC's funded element of the programme completed in June 2012, ASDC still advises those involved in various ways, and manages interest from overseas and other partners.

For this ground-breaking programme, ASDC, in partnership with three expert partners (At-Bristol, Centre for Life and Nowgen) trained, equipped, embedded and supported high-quality molecular biology workshops in fifteen new centres across the UK, giving school students aged 14-19 across the nation regional access to the latest techniques and equipment used in biomedical research laboratories.

The first 1500 students and 150 teachers participating at the 15 centres (in the first 4 months of the project) were part of the project's evaluation study.

Key results are below and full results (and methodologies) can be found in the report on our website

Evaluation results from students aged 14-16 after a workshop

- 95% felt it increased their confidence in them being able to understand this area of science
- 90% of students had never used this type of equipment before in school
- 89% felt it increased their interest in science
- 74% felt it made them think that working in science might be interesting

And their teachers said...

- 100% felt that the workshop inspired their students
- 100% of the teachers said that they would recommend the workshops to their colleagues
- 100% felt that more workshops like this would increase students' motivation to study science
- 85% felt that the workshop will have made them more likely to consider a career in science

Other former ASDC programmes that ASDC still occasionally advises on are:

- Inside DNA: a UK-wide travelling exhibition on genomics funded by The Wellcome Trust
- European Commission-funded Nanotechnology dialogue Project
- EU-funded EuroStemCell Project

Details of all ASDC projects can be found at www.sciencecentres.org.uk/projects

Financial Overview

Overview

The total income for the period was £237,060 (2013: £278,123). Total expenditure for the year was £247,971 (2013: £321,484) giving a deficit of £10,911 (2013: deficit of £43,361).

Reserves and Investment Policies

In order to provide on-going financial stability, the organisation aims to hold reserves at a level that will provide funds to cover a minimum of twelve months of costs in the event of a failure to secure funding. Currently we have £119,762 in unrestricted reserves which, along with expected income during the current year, we consider sufficient.

The organisation does not currently have a formal investment policy.

Report of the Trustees for the year ended 31 March 2014 (continued)

Future Plans

The Association for Science and Discovery Centres (ASDC) strives to create a society where people of all ages and backgrounds, in all parts of the UK are intrigued, inspired and involved with the sciences.

ASDC is the UK's largest network dedicated to out-of-school science learning and family science learning and ASDC will continue to work with national stakeholders from industry, charitable trusts, government, school science initiatives, university groups and public bodies to celebrate the unique achievements and potential of the ASDC network.

ASDC will promote and lobby to increase the quantity and quality of excellent hands-on, creative and practical science experiences that school children have access to, particularly in informal settings. In addition, ASDC will champion the importance of family science learning and of mechanisms that strive to increase diversity and participation in science at all levels.

The charity works to achieve many of its aims through national strategic programmes, training and by bringing together the membership who together engage 20 million people (10 million girls and women) to play a more strategic role in the nation's engagement with science.

Over the coming year, ASDC will run collaborative national projects, programmes and events and one-day specialist meetings to share knowledge, ideas and best practice between the many thousands of staff within the ASDC membership.

This will include:

- Working closely with National Strategic bodies in Government, the media, universities and others who support national strategic science learning programmes.
- **Delivering Explore your Universe:** Phase 2 of the national strategic programme with STFC to broaden the programmes reach and bring in ten new partners to join the current 10, to inspire a new sense of excitement amongst young people around the physical sciences by sharing the amazing stories and technologies of STFC.
- **Seeking funding for a National Astronaut programme** to celebrate the launch of the first UK Astronaut in December 2015
- Championing the role of **Girls in Physics**, including convening a high level charette to discuss the best methodologies and implementing these.
- **Delivering the 2014 National Conference** on September 24 at The Royal Society, London. This high-profile one-day national conference will bring together professionals from the UK's leading science and discovery centres, science museums, environment and natural history organisations as well as other science-based visitor attractions and university public engagement departments. Speakers are from Government, Parliament, the BBC, and major trust funds as well as public engagement experts from the sector. The 2014 AGM will be part of the Pre-conference on September 23, followed by the Conference Dinner, both at The Royal Society.
- Working with the ASDC Education Group to deliver the **2015 ASDC Education Conference**.
- Working with the ASDC Marketing Managers Group to deliver the **2015 ASDC Marketing Conference**.

Report of the Trustees for the year ended 31 March 2014 (continued)

- Continuation of the work from the 2014 ASDC report 'UK Science and Discovery Centres: Effectively engaging Under-represented Groups'

ASDC will also submit funding applications for a series of major programmes to pursue the stated vision and mission.

Strategic objectives for the coming year are:

- To serve and support our membership and to champion their activities
- To be relevant and important to the work of our members and other national stakeholders
- To add value to the UK's national science learning and science engagement agendas by fostering collaboration
- To be financially secure

Description of Restricted Funds

STFC: Phase 1

A national strategic programme to inspire students across the UK with the physical sciences by training, equipping and supporting ten centres to run activities as part of the 'Explore Your Universe' Programme.

STFC: Phase 2

Continuation of ASDC's national strategic programme to inspire students across the UK with the physical sciences by training, equipping and supporting ten additional centres to run activities as part of the 'Explore Your Universe' Programme (with emphasis on reaching diverse audiences).

BIS Report

The Department for Business Innovation and Skills funded ASDC to undertake nationwide research and write a report entitled 'UK Science and Discovery Centres, Successfully Engaging Undeserved Audiences'. This was then published in May 2014.

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) 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).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make 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

Report of the Trustees for the year ended 31 March 2014 (continued)

- 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. The report follows the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice 2005.

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

Trustee – Teresa Anderson

Date: 23 September 2014

Independent examiner's report to the Trustees of The Association for Science and Discovery Centres

I report on the accounts of the charitable company for the year ended 31 March 2014 which are set out on pages 15 to 20.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

1. Which gives us reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

E J Corrigan FCA
Corrigan Associates Bristol LLP
The Tramshed
25 Lower Park Row
Bristol BS1 5BN

Date:

THE ASSOCIATION FOR SCIENCE AND DISCOVERY CENTRES

Statement of Financial Activities including Income and Expenditure Account for the year ended 31 March 2014

	Note	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Incoming resources					
Investment income		195	-	195	275
Grants and contracts		-	173,345	173,345	261,869
Other income	2	63,520	-	63,520	15,979
Total incoming resources		63,715	173,345	237,060	278,123
Resources expended					
External costs of projects		15,437	98,122	113,559	199,422
Cost of provision of services		65,484	67,380	132,864	120,862
Governance costs		1,548	-	1,548	1,200
Total resources expended	3	82,469	165,502	247,971	321,484
Net incoming/(outgoing) resources before transfers		(18,754)	7,843	(10,911)	(43,361)
Transfers between funds	8	-	-	-	-
Net incoming/(outgoing) resources and net movement in funds	4	(18,754)	7,843	(10,911)	(43,361)
Balance brought forward 1 April 2012		138,516	703	139,219	182,580
Balance carried forward 31 March 2013		119,762	8,546	128,308	139,219

All amounts relate to continuing activities.

All gains and losses recognised during the period are included above.

The notes on pages 17 to 20 form part of these financial statements.

Balance Sheet as at 31 March 2014

	Note	2014 £	2013 £
Current assets			
Debtors	6	83,792	53,530
Cash and bank balances		55,591	103,429
		139,383	156,959
Creditors: amounts falling due within one year			
	7	(11,075)	(17,740)
Net current assets			
		128,308	139,219
Net assets			
		128,308	139,219
Financed by:			
Funds of the charity			
Restricted funds	8	8,546	703
Unrestricted funds			
General funds	8	119,762	138,516
	8	128,308	139,219
		128,308	139,219

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Enterprises (effective April 2008).

The financial statements were approved by the Board of Trustees on 23 September 2014 and were signed on its behalf by:

Trustee – Peter Trevitt

Trustee – Teresa Anderson

The notes on pages 17 to 20 form part of these financial statements.

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), Accounting and reporting by Charities (SORP 2005) published in March 2005 and applicable accounting standards and Financial Reporting Standard for Smaller Enterprises (effective April 2008).

Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

General funds

Unrestricted General Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Restricted funds are funds which have been given for a specific purpose by the donor or statutory body. Expenditure which meets these criteria is charged to the fund, together with fair allocation of management and support costs on an employee basis.

Resources expended

External costs of projects are those costs directly incurred in connection with the various projects carried out by the Charity.

Expenditure is included in the financial statements on an accruals basis. Expenditure is charged directly to the projects where possible.

Governance costs are those costs incurred in connection with compliance with constitutional and statutory requirements.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, together with a fair allocation of management and support costs on an employee basis.

Pension scheme

The charity pays contributions into a group personal pension scheme on behalf of the employees. Contributions payable are charged to the Statement of Financial Activities in the period to which they relate.

2 Other incoming resources

	2014	2013
	£	£
Membership income	30,475	6,370
Other income	33,045	9,609
	<hr/>	<hr/>
	63,520	15,979
	<hr/>	<hr/>

3 Expenditure	External cost of projects £	Cost of provision of services £	Governance £	2014 £	2013 £
Purchases	88,181	-	-	88,181	132,852
Salaries	-	104,581	-	104,581	99,289
Pension contribution	-	4,061	-	4,061	3,209
Temporary staff and recruitment	-	-	-	-	217
Travel and subsistence	6,471	5,477	-	11,948	20,272
Entertaining	205	324	-	529	1,103
Premises costs	-	7,511	-	7,511	6,792
Telephone and fax	-	1,252	-	1,252	574
Postage and stationery	910	1,012	-	1,922	1,964
Subscriptions	5	503	-	508	771
Bank charges	370	88	-	458	204
Irrecoverable VAT	6,859	-	-	6,859	20,118
Insurance	56	640	-	696	1,477
Computer costs	43	2,026	-	2,069	2,991
Repairs and maintenance	84	420	-	504	-
Board costs	-	-	348	348	-
Bad debts	-	65	-	65	-
Sundry expenses	-	8	-	8	44
Accountancy fees	3,304	2,672	1,200	7,176	7,305
Consultancy fees	-	600	-	600	1,445
Advertising and PR	-	85	-	85	398
Other marketing costs	7,071	1,447	-	8,518	20,445
Legal and professional fees	-	92	-	92	14
	113,559	132,864	1,548	247,971	321,484

4 Net incoming resources	2014 £	2013 £
Net incoming resources are stated after charging:-		
Cost of independent examination	1,200	1,200
Directors' remuneration	-	-

5 Salaries	2014 £	2013 £
Gross Salaries	94,699	89,595
Employers National Insurance	9,882	9,694
Pension contributions	4,061	3,209
Directors' and trustees remuneration and expenses	-	-
	108,642	102,498

Notes forming part of the financial statements for the year ended 31 March 2014 (continued)

The staff costs of the charity are shown above. The average number of full time equivalent employees in the year was:

	2014 number	2013 number
Management	1	1
Administration	2	2
	—	—
	3	3
	—	—
6 Debtors: amounts falling due within one year		
	2014 £	2013 £
Trade debtors	81,413	53,209
Prepayments	2,379	321
	—	—
	83,792	53,530
	—	—
7 Creditors: amounts falling due within one year		
	2014 £	2013 £
Trade creditors	3,297	8,936
Tax and social security	3,200	3,487
Other creditors	3,378	2,242
Accruals	1,200	3,075
	—	—
	11,075	17,740
	—	—

8 Statement of funds

	B/fwd £	Incoming resources £	Outgoing resources £	Transfers £	C/fwd £
<i>Unrestricted funds</i>					
General funds	138,516	63,715	(82,469)	-	119,762
<i>Restricted funds</i>					
STFC	703	124,787	(125,490)	-	-
STFC Phase 2	-	20,000	(11,927)	-	8,073
BIS report	-	28,558	(28,085)	-	473
	703	173,345	(165,502)	-	8,546
Total funds	139,219	237,060	(247,971)	-	128,308

Transfers have been made, in line with our reserves policy, to cover excess staff costs incurred whilst undertaking the projects.

9 Funds

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Fund balances at 31 March 2014 are represented by:				
Current assets	130,837	8,546	139,383	156,959
Current liabilities	(11,075)	-	(11,075)	(17,740)
	119,762	8,546	128,308	139,219

10 Pensions

The pension charge amounted to £4,061 (2013: £3,209). At the year-end £561 (2013: £557) was outstanding and is included in other creditors.

11 Trustees' Remuneration and Benefits

There was no trustees' remuneration or benefits for the year ended 31 March 2014, nor for the year ended 31 March 2013.

There was a balance owing to Penny Fidler, the Chief Executive Officer, of £642 at the previous balance sheet date that related to expenses incurred in the performance of her duties. No balance was outstanding at the end the current year.