

Literature Alliance Scotland

**Annual Report and Financial Statements
for the year ended 31st March 2019**

Scottish Charity Number: SC046387

Literature Alliance Scotland

**Charity Information
As at 31 March 2019**

Charity name **Literature Alliance Scotland**

Charity registration number **SC046387**

| Trustees | | Date Appointed |
|-------------------|-----------------|---|
| Chair | Peggy Hughes | 17th May 2017 |
| Vice-Chair | Dr Donald Smith | 4th March 2016 |
| Treasurer | Rosemary Ward | 4th March 2016 |
| | Marion Sinclair | 4th March 2016 |
| | Ali Boden | 4th March 2016 |
| | Marc Lambert | 4th March 2016 |
| | Asif Khan | 9th November 2016 |
| | Valentina Bold | 19th April 2018 |
| | Sophie Moxon | 19th April 2019 |
| | David Wheatley | 19th April 2018 - resigned 12th June 2019 |

Address c/o Scottish Book Trust
Sandeman House
Trunk's Close
55 High Street
Edinburgh
EH1 1SR

Literature Alliance Scotland
Structure, Governance and Management
for the year ended 31 March 2019

Constitution

Literature Alliance Scotland (LAS) became a Scottish Charitable Incorporated Institution (a SCIO) on 4th March 2016. Under its Constitution

Appointment of Trustees

Trustees are elected at the annual general meeting which is held in each calendar year.

Charitable purposes

LAS is a membership organisation committed to advancing the interests of Scotland's literature and languages at home and abroad. As Scotland's largest network, bringing together writers, publishers, educators, librarians, literature organisations and national cultural bodies, our vision is to be a strong, trusted collective voice for literature and languages, which are celebrated locally, nationally and internationally.

The organisation's purpose is to:

- Place literature at the heart of every community accessible to every citizen
- Raise the prestige of Scottish literature nationally and internationally
- Invest in writers and writing as a means to ensure the creativity, wellbeing and prosperity of Scotland for the year ended 31st March 2020
- Position publishing in Scotland to meet the changing needs in the 21st century
- Fashion a framework and structures to meet the continuing development of literature in Scotland

Achievements and Performance

2018/19 has been a busy, productive and positive period for Literature Alliance Scotland.

Alongside continued support, financial and otherwise, from the membership, the organisation applied for a Creative Scotland grant to continue their work in advocating for Scotland's literature and languages, at home and elsewhere. LAS was successful in securing £60,000 (having applied for £69,890), enabling the delivery of a two-year programme of work entitled: 'Turning the Next Page: Future-proofing our sector for 2020 and beyond'. This programme has five main components: amplifying, listening to, diversifying, strengthening and representing our sector.

Amplifying our sector: We will commission three pieces (six across two years) from leading writers and literature producers in Scotland, reflecting on the literary landscape in Scotland today. We plan to work with a media partner to reach a wider audience and build our campaigns and advocacy around these provocations.

Listening to our sector: The first of these 'listening' meetings took place on 14 February 2019 in Edinburgh, and featured speakers: Sasha De Buyl, Manager of Scottish Books International; Clive Gillman, Director of Creative Industries, Creative Scotland; and Christina Neuwirth, ROAR (Represent, Object, Advocate, Rewrite). The meeting was a success and praised for being a stimulating and valuable occasion.

Diversifying our sector: Our new career development programme encourages inclusivity and seeks to future-proof our sector through a tailored development opportunity for two mid-career literature professionals (one each year) from a background not typically represented in the sector at leadership level. This opportunity is in the planning stage, and recruitment will open in October 2019. We have also supported the establishment of a new Scottish BAME Writers' Network, and co-hosted 'Breaking New Ground', a celebration of children's writers & illustrators of colour as part of a national touring showcase.

Strengthening our sector: A series of professional development training sessions will be held over two years on subjects identified by Members, including promotion and marketing, funding, and strengthening links with education. Sessions so far within this period have included Reaching Out / Holding On: how to build and retain audiences.

Representing our sector: we have established a new Writers' Advisory Group to help us ensure that our activities, advocacy and campaigning reflects writers' concerns. The writers are paid for their time, to meet with us twice a year. We have selected a group of five writers, representing a variety of genres, geographies, languages and identities.

Literature Alliance Scotland
Structure, Governance and Management
for the year ended 31 March 2019

Financial Review

The organisation generates income through member organisation subscriptions and through grant income from Creative Scotland. The organisation's income for the year was £51905 Total expenditure was £22610 which resulted in a surplus for the year of £29295

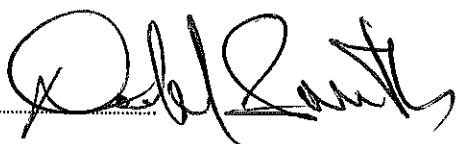
Future Plans

LAS will consider their plans and the next Creative Scotland funding cycle to support their work and the following elements for 2019-20 and beyond:

- Part-time Communications Officer / Salary & Travel
- Supporting the Writers' Advisory Group
- Professional Development Programme
- Annual career development programme
- Annual Sector Away day

It is the policy of the Trustees to review the reserves of the entity on a periodic basis and at least annually.

This report was approved by the Trustees.....*1st October 2019*.....and signed on their behalf by:



.....
Donald Smith
Vice Chair



Literature Alliance Scotland
Statement of Receipts and Payments
for the year ended 31 March 2019

Balance Sheet

| | Year ended 2019 | Year ended 2018 |
|---------------------------------------|----------------------------|----------------------------|
| | £ | £ |
| Current Assets | | |
| Debtors | 0 | 0 |
| Cash at Bank and in Hand | 37,169 | 11,312 |
| Total Current Assets | <u>37,169</u> | <u>11,312</u> |
| Current Liabilities | | |
| Creditors | <u>0</u> | <u>3,438</u> |
| Total Assets less Current Liabilities | <u>37,169</u> | <u>7,874</u> |
| Funds of the Charity | | |
| Funds | 7,874 | 28,274 |
| Surplus/Deficit | 29,295 | -20,400 |
| | <u>37,169</u> | <u>7,874</u> |

Literature Alliance Scotland

**Statement of Receipts and Payments
for the year ended 31 March 2019**

| | Unrestricted Funds | Restricted Funds | Year ended 2019 | Year ended 2018 |
|---|-------------------------------|-----------------------------|----------------------------|----------------------------|
| | £ | £ | £ | £ |
| Receipts | | | | |
| Grants | 50,000 | 0 | 50,000 | 7,500 |
| Receipts from charitable activities - Membership fees | 1,905 | - | 1,905 | 2,481 |
| Total incoming resources | 51,905 | - | 51,905 | 9,981 |
| | | | | |
| Payments | | | | |
| Fundraising costs | 0 | - | 0 | 7,790 |
| Cost of charitable activities | 22,441 | - | 22,441 | 22,549 |
| Governance costs | 169 | - | 169 | 43 |
| Total payments | 22,610 | - | 22,610 | 30,381 |
| | | | | |
| Surplus/(Deficit for the year) | 29,295 | - | 29,295 | -20,400 |

Literature Alliance Scotland
Notes to the accounts
for the year ended 31 March 2019

1. Basis of accounting

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the Trustees in furtherance of the objects of the charity. The Trustees maintain a single unrestricted fund for the day-to-day running of the organisation.

3. Related party transactions

There were no expenses reimbursed to Trustees during the year (2018-2019 - nil).

4 Grants received

| | Unrestricted funds £ | Total 2019 £ | Total 2018 £ |
|-------------------|----------------------------|--------------------|--------------------|
| Creative Scotland | 50,000 | 50,000 | 7500 |
| | <u>50,000</u> | <u>50,000</u> | <u>7,500</u> |

5.Receipt from charitable activities

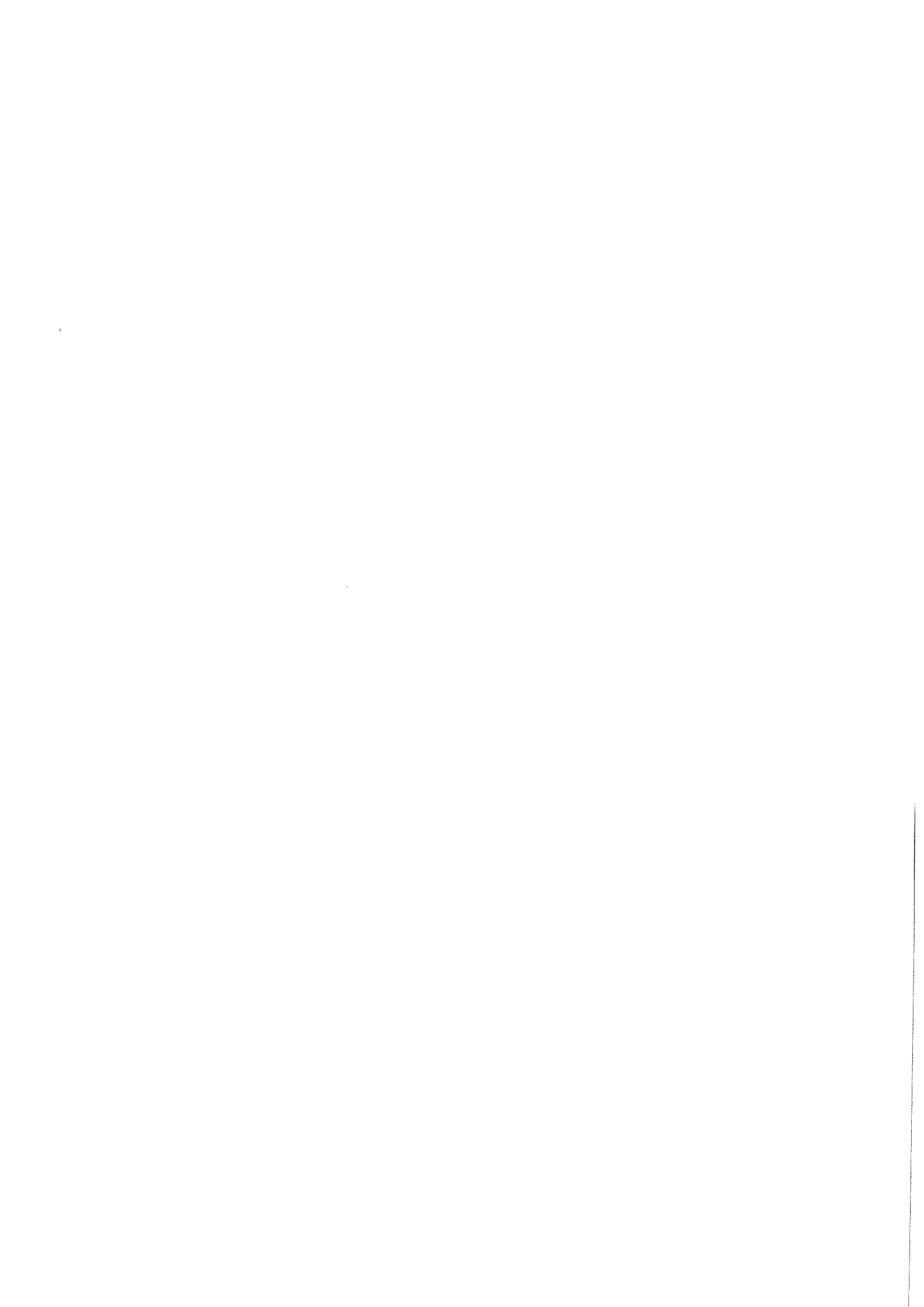
| | Unrestricted funds £ | Total 2019 £ | Total 2018 £ |
|--------------------------------|----------------------------|--------------------|--------------------|
| Membership fees | 1,905 | 1,905 | 2380 |
| Literature Day - delegate fees | 0 | 0 | 504 |
| | <u>1,905</u> | <u>1,905</u> | <u>2,884</u> |

6. Cost of charitable activities

| | Unrestricted funds £ | Total 2019 £ | Total 2018 £ |
|-------------------------------------|----------------------------|--------------------|--------------------|
| Personnel | 18,990 | 18,990 | 20,061 |
| Project & Finance Management | 500 | 500 | 1,550 |
| Programme costs | 0 | 0 | 8,790 |
| Website hosting & maintenance | 395 | 395 | 593 |
| Professional Development/networking | 640 | 640 | 0 |
| Catering & hospitality | 0 | 0 | 35 |
| Sponsorship | 1,500 | 1,500 | 0 |
| Print costs | 106 | 106 | 0 |
| Subscriptions | 250 | 250 | 250 |
| Bank charges | 60 | 60 | 60 |
| | <u>22,441</u> | <u>22,441</u> | <u>31,338</u> |

7. Governance costs

| | Unrestricted funds £ | Total 2018 £ | Total 2018 £ |
|-------------|----------------------------|--------------------|--------------------|
| Board costs | 169 | 169 | 43 |
| | <u>169</u> | <u>169</u> | <u>43</u> |



**Charity : SC046387 - Annual Return :
SC046387.2018.1**

Principal Contact Details

Title

Ms

Forename

Brenda

Surname

Fox

Suffix

Position in the organisation

Bookkeeper

Address Line 1

c/o Scottish Book Trust

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Sandeman House

Address line 3

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Address line 4

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07940130652

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Fax number

Email

brendafox@blueyonder.co.uk

Principal Office Or Trustee Address

Principal

Website Address

<http://www.literaturealliancescotland.co.uk>

Alternative Contact Email

brendafox@blueyonder.co.uk

Annual Return / Monitoring Return Details



Section A

Charity Number

SC046387

Legal Name

Literature Alliance Scotland

1. Accounting Reference Date

31/03/2018

2. Gross Income

£9,981

3. Gross Expenditure

£30,381

4a. Does your charity publish its annual reports and accounts on its website?

No

4b. Copy & paste the link to your published accounts here**5. Your charity's purpose, according to the Scottish Charity Register is**

The organisation's purpose is to advance arts, culture and heritage through the practice and dissemination of literature, by 1. Fostering creative excellence in all written, spoken and broadcast language media in Scotland. 2. Encouraging awareness of contemporary literature and oral literary traditions in all the languages of Scotland and in all sectors of society. 3. Increasing knowledge of Scotland's literary heritage. 4. Advancing education in formal and informal settings by these means. 5. Promoting writers and writing in their local, national and international contexts. 6. Advancing publishing in Scotland as a vital part of our literary, educational and cultural infrastructure.

6. In order to achieve this purpose, does your charity do any of the following?

Deliver services and / or hold meetings/sessions and / or undertake activities/events

7. Does your charity receive income from investments (excluding bank interest but including income from stocks, shares, bonds etc.)?

No

8. Total Number Of Charity Trustees

7

9. Total Number Of Paid Staff

1

Does Your Charity Have Children And Or Vulnerable Adults As Beneficiaries

No

10.b If yes, can you confirm that your charity has appropriate policies in place to protect these vulnerable individuals?**10.c If you do not have appropriate policies, please explain how you plan to resolve this?**



Accounts Information

Accounts Submission Option

I will attach an electronic copy of my signed accounts (including a signed trustees' annual report and signed auditor's or independent examiner's report) in .pdf format.

[View Accounts Files](#)

Declaration Information

I certify that the information entered in this form is correct to the best of my knowledge

Yes

I confirm the information entered has been approved by the charity trustees and I am authorised to submit this information

Yes

Name of person submitting

Brenda Fox

Role of person submitting

Accountant

Declaration Date

30/12/2018

Received Date

30/12/2018

Submitted Date

30/12/2018

