

Charity no. 1165410

The Bristol Sport Foundation
Report and Audited Financial Statements
31 August 2020

The Bristol Sport Foundation

Reference and administrative details

For the year ended 31 August 2020

Charity number	1165410
Registered office and operational address	Bristol Sport Foundation Ashton Gate Stadium Ashton Road Bristol BS3 2EJ
Trustees	<p>The trustees who served during the period and up to the date of this report were as follows:</p> <p>Martin Griffiths Theresa Kingston Jane Cowmeadow (resigned 3 February 2020) James Allen (appointed 20 July 2020) Jacqueline Cornish (appointed 20 July 2020)</p>
Chief Community Officer	Ben Breeze
Bankers	Handelsbanken 66 Queen Square Bristol BS1 4JP
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

The Bristol Sport Foundation

Report of the trustees

For the year ended 31 August 2020

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Structure, governance and management

Bristol Sport Foundation (the charity) is a Charitable Incorporated Organisation, established on 3 February 2016 and is a registered charity (no. 1165410). The company was established under a Memorandum of Association and is governed under its Articles of Association.

Appointment of trustees

The trustees who served during the year and up to the date of this report, are set out on page 1. The trustees meet on a quarterly basis (or nearest available opportunity) to administer the charity.

Bristol Sport Foundation recruit trustees as and when required to do so by charitable law, in reaction to best practice guidance, or as and when a clear need has been identified. Potential trustees are identified and interviewed by trustees and/or other selected persons in order to assess suitability to assist in the effective management and guidance of the charity.

To this end, Jane Cowmeadow's 4-year tenure as a trustee came to a natural conclusion and goes with the thanks and best wishes of the charity. In response to the Bristol Sport Foundation's strategic interest in the health & wellbeing sector, Dr Jacqueline Cornish OBE FRCP(London) Hon FRCPCH DSc(Hon) was identified as an ideal candidate to join the board of trustees and has subsequently agreed to join as a new trustee on an initial three-year term. Furthermore, as Bristol Sport Foundation develops a national reputation, there is a desire to better connect into national policy and other sport and charity based providers of national repute, James Allen was identified as an ideal candidate and has subsequently joined as a new trustee on an initial two-year term.

Organisational structure

Overall responsibility of Bristol Sport Foundation rests with the Chief Community Officer, Ben Breeze. Day to day responsibility for the provision of operations and services rest with Head of Operations, Rob Webber, and the provision of programmes with Head of Programmes, Tom Monks.

Objectives and activities

The exclusively charitable objects for which the charity is established are:

- to promote community participation in health recreation by providing facilities for the playing of sports capable of improving health;
- to provide and assist in providing facilities for sport, recreation or other leisure time occupation of such persons who have need for such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life;
- to help and educate young people (including their academic, social and physical education and skills training) through sport, recreation, leisure time activities and such other means as the trustees think fit in accordance with charity law as to develop their physical, mental and spiritual capacities that they may reach their potential and grow to full maturity as individuals and members of society; and
- for the general purposes of such charitable bodies or for such other exclusively charitable purposes in each case as the trustees may from time to time decide. For the purposes of the objects, the term facilities shall include land, buildings, equipment and organising sports activities.

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Report of the trustees

For the year ended 31 August 2020

Policies adopted to further the charity's objectives

Bristol Sport Foundation exists to improve the life of people in the Greater Bristol, West of England and surrounding areas through the use of sport and physical activity.

The trustees are mindful of the Charity Commission's guidance on public benefit and have developed high quality sporting and recreation activities that benefit the community, especially those who are designated as 'in need', by equipping those people with the skills to make better informed and positive choices. The 2019/20 list of BSF policies are as follows (in alphabetical order):

Data protection

- Clean desk policy;
- Data protection policy;
- Data request policy; and
- Privacy policy.

Human resource

- Absence policy;
- Disciplinary and grievance policy;
- Equal opportunities and diversity policy;
- Expenses policy;
- Family policy;
- Flexible working policy;
- Health and safety policy;
- Health and sickness policy; and
- Social media policy.

Safeguarding

- Anti-bullying policy;
- Older person engagement strategy;
- Safeguarding policy (including disqualification by association);
- Special educational needs and inclusion policy; and
- Volunteer policy.

Achievements and performance

The COVID-19 pandemic, lockdown, subsequent restrictions of movement and closure of schools and community facilities presented significant, unprecedented and sustained challenges for Bristol Sport Foundation - and the charity sector as a whole. It has become clear that societal inequalities have widened during lockdown leaving disadvantaged individuals, families and communities struggling to cope. Bristol Sport Foundation made all efforts possible, within the restrictions set locally and nationally to adapt our programmes and services to ensure continuity of service and maintain delivery outputs. During the period 1 September 2019 to 31 August 2020, the charity delivered or funded delivery of the following programmes and services:

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For the year ended 31 August 2020

COVID-19 Relief Fund (Health and Wellbeing)

As lockdown came into force in April 2020, the trustees of the charity became aware of how disadvantaged communities were struggling to cope with some fundamental needs such as food poverty and food insecurity. Bristol Sport Foundation worked in partnership with Ashton Gate Limited, Feeding Bristol, Fareshare, Bristol Bears Community Foundation and Bristol City Robins Foundation to apply for emergency COVID-19 funding, deliver fundraising campaigns to source, manage and distribute food parcels for low social economic groups and to this end, the group delivered over 50,000 meals to families in critical need.

Digital Transformation Project (Participation, Health and Wellbeing)

Alongside work on the COVID-19 Relief Fund, BSF continued to work in close partnership with Sport England on a digital transformation project to create a new monitoring and evaluation system that has reinvented the way that we collect and analyse data. Through baselining activity levels, behaviours and attitudes towards physical activity and combining this with real time data we are able to track our service users along a lifelong involvement in sport. We have written a data model that collects data from various sources and, within our data warehouse, classifies it in a way that generates actionable insight.

Work on this project unlocked the donation of a smart phone app that presents a COVID-friendly virtual platform/experience that families and communities can access from home, without charge, at a time that suits them. We created and shared sport and physical activity content for individuals and families to use on the app and were able to record activity levels whilst improving health and well-being.

Nascence Project (Participation, Health and Wellbeing)

The Nascence Project is a Health and Wellbeing project that provides volunteering, education and fundraising opportunities for individuals, businesses, community groups and other organisations to support delivery of Bristol Sport Foundation's aims and objectives. Nascence provides a platform for partner organisations to 'give-back' to identified communities through volunteering time and fundraising activities. Nascence combines donations, pro-bono giving, personal development and fundraising activities to enhance and increase the resource available to the charity.

Forever Sport (Participation, Education, Health and Wellbeing, Inclusion)

Against a backdrop of increasing levels of childhood obesity and physical inactivity, the intent of the Forever Sport programme is a 38-week programme, multi-sport, in-curriculum and extra-curricular time physical activity, healthy recreation and education programme designed to help children 'fall in love with sport and enjoy being active'.

We believe the power of sport can change lives by growing confidence through increased physical activity competence and raising aspirations. Our Forever Sport programme helps primary schools deliver the best in Physical Education and School Sport, whilst also upskilling staff at partner schools to deliver better and more inclusive sport and physical activity sessions.

Extra-Curricular Activities (inc. after school clubs and camps)

For young people who would like to continue to develop their fundamental movement and sporting skills, the charity run a variety of inclusive and accessible activities delivered out of curriculum time and in schools' holidays. Clubs and camps are delivered across the City and West of England and provide a wide range of extended opportunities for children to be active, enjoy playing sport and to develop both their generic and sport specific skills and knowledge.

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Report of the trustees

For the year ended 31 August 2020

Badminton Clubs and Netball Academy (Participation, Education)

Our weekly badminton clubs and netball academy cater for young people aged 5 to 16 years old and provide a mixture of coaching and games for beginners and more experienced players. There is a strong emphasis on inclusion and fun with all participants encouraged to play in local tournaments and competitions so a great way to play socially or take the first step on the performance pathway.

Basketball HUBs (Participation, Education)

Basketball development hubs are a great way for youngsters to develop their basketball skills in a safe environment by learning from our team of qualified and experienced basketball coaches. HUB sessions are suitable for a wide range of age groups and are delivered across the City of Bristol and West of England.

Benchwarmers Basketball (Participation, Health and Wellbeing)

Benchwarmers basketball is an inclusive club for adults who may have not played sport or been active for some time. Benchwarmer is a fun, social offer for casual players who want an affordable and informal offer to improve health and wellbeing.

Forever Champions (Participation and Inclusion)

Forever Champions take the enjoyment, health and wellbeing benefits of physical education and sport to the Bristol Royal Hospital for Children for terminally ill and life-limited young people. Our coaches deliver inclusive and adapted sports (such as soft tennis, boccia and balloon volleyball) to engage children, enabling them to be active, improve their health and wellbeing and socialise with other young people.

We Love Sport (Participation, Education, Inclusion, Health and Wellbeing)

The We Love Sport programme examines the link between inactivity and poor health/wellbeing and fundamental movement and physical literacy skills. This programme identifies cohorts of young people with low physical literacy and fundamental movements skills and provides specific interventions to improve physical activity confidence and competence with a view to increased participation and improved health and wellbeing.

Health Squad (Participation, Education, Health and Wellbeing)

Health Squad is a 6-week primary school health and wellbeing, physical education and active recreation programme that combines classroom-based sessions with physical activity sessions to demonstrate the link between increased physical activity and physical and mental health. Classroom sessions educate young people about how to manage and improve their physical and mental health through increased physical increased activity and health life-choices.

Sums & Scrums (Participation, Education)

Sums & Scrums is a 6-week primary school numeracy, physical education and active recreation programme that uses sport to bring numeracy and maths to life for young people who need mathematics support. Sessions combine classroom-based education inputs with physical education and active recreation sessions that bring maths and the use of numbers to life.

Walking Sport (Participation, Health and Wellbeing, Inclusion)

Walking sport aims to improve the health and wellbeing of Older People through the provision of inclusive and accessible walking sport across the City of Bristol and West of England. This programme aims to increase the active recreation and health/wellbeing opportunities focus for over 55s and people with learning difficulties and challenging behaviour.

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Report of the trustees

For the year ended 31 August 2020

Active Ageing Bristol (Participation, Education, Inclusion)

Active Ageing Bristol (AAB) is a sporting participation, health and wellbeing and equality programme that looks to map, connect and pathway sport and active recreation provision for older people throughout the City of Bristol and West of England.

Plans for future periods

The COVID-19 pandemic requires immediate cross sector action to meet the urgent need of individuals, families and communities who are struggling to cope under increased pressure and widening hardship. The unfortunate truth is that when society struggles, it is the most disadvantaged families that are disproportionately affected.

Nearly a year into the pandemic, it is increasingly clear that COVID-19 has unmasked existing societal inequalities that continue to widen at accelerated rate and so regional and national stakeholders must find new and smarter ways to achieve systemic change to address these inequalities.

BSF will work proactively to identify new ways for key stakeholders to work more efficiently and effectively together, to share expertise and information more readily and use the assets available to us to co-operatively support families living with clear and acute need. Especially, those living in disadvantaged wards* as quantified below:

- those living in areas where health inequalities are greatest;
- those living in low social economic wards;
- those living with disability or Special Educational Need;
- those who are socially isolated (especially Older People and those with broken or chaotic home lives); and
- those living in black or minority ethnicity families.

We cannot recall a time when the health and wellbeing agenda has held more importance in the daily life throughout society. The challenge has always been the ability to 'plug in' the potential contribution from the sector, into wider health sector stakeholder groups to demonstrate and communicate how physical and mental health is positively impacted upon by increased physical activity.

It is increasingly and evidently clear that no single organisation can 'solve' these generational inequalities, rather a long-term, strategically aligned partnership approach should be facilitated to make best use of the resources available and share cross-sector assets and expertise.

The trustees have agreed that the growth and development of the charity should be achieved through a balanced increase of revenue in return for charitable services; donations; fundraising activities and grant applications. On-going investment to design and adopt practices, strategies and technologies that will underpin growth by increasing efficiencies and productivity through the automation of administrative tasks and duties.

It is accepted that growth will result from the consistently high-quality delivery and increased reach of the Foundation's reputation for delivering outstanding and excellent programmes and services. Particular focus will be given in demonstrating the link and benefits between increased physical activity and improved physical and mental health.

The Bristol Sport Foundation

Report of the trustees

For the year ended 31 August 2020

Fundraising

Bristol Sport Foundation aim to uphold the very highest fundraising standards and practices and stay well-informed on fundraising best practice through membership of the Fundraising Regulator. To date, Bristol Sport Foundation has not received any complaints with regards to fundraising activities and are mindful not to undertake fundraising activities that intrude on privacy, are unreasonably persistent, or put any person, especially vulnerable people, under undue pressure to donate. Bristol Sport Foundation do not employ or engage with any external fundraising agencies and do not undertake any street-fundraising or telephone cold-calling. Bristol Sport Foundation review their fundraising policy on an annual basis.

Financial review

Net expenditure for the period 1 September 2019 to 31 August 2020 on unrestricted funds amounted to £22,018. Net expenditure on restricted funds amounted to £4,066.

Reserves policy

The trustees of Bristol Sport Foundation have set a target to retain £200,000 in reserves within the first 3-years of operation. Total reserves held by the charity at 31 August 2020 were £213,182 which fulfils the charity's 3-year target level of reserves.

Risk management

The trustees have identified and reviewed the major risks to which the Foundation is exposed, and have established appropriate systems to mitigate them. Operational staff and the programme managers identify, evaluate and quantify all risks to staff, volunteers and participants in advance of any activities being delivered. Management of risk and application of risk assessments are adhered to at all times. A comprehensive review of all identified risk is taken on a termly basis or as deemed necessary by staff.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Bristol Sport Foundation

Report of the trustees

For the year ended 31 August 2020

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity do not guarantee to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were re-appointed as auditors to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on XXX and signed on their behalf by

Martin Griffiths - Chair

Independent auditors' report

To the members of

The Bristol Sport Foundation

Opinion

We have audited the financial statements of The Bristol Sport Foundation (the 'charity') for the year ended 31 August 2020 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 August 2020 and of its incoming resources and application of resources, including its income and expenditure, 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 Act 2011.

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 Auditor's 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have 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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

The Bristol Sport Foundation

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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine 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 trustees are 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 trustees 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 an auditor's report 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: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

The Bristol Sport Foundation

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date: XXX

Godfrey Wilson Limited

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

The Bristol Sport Foundation

Statement of financial activities

For the year ended 31 August 2020

	Note	Restricted £	Unrestricted £	2020 Total £	2019 Total £
Income from:					
Donations	3	92,674	335,599	428,273	303,676
Charitable activities	4	41,100	559,846	600,946	683,103
Other trading activities	5	-	40,357	40,357	53,530
Total income		133,774	935,802	1,069,576	1,040,309
Expenditure on:					
Raising funds		-	84,151	84,151	86,794
Charitable activities		137,840	873,669	1,011,509	939,186
Total expenditure	6	137,840	957,820	1,095,660	1,025,980
Net income / (expenditure)		(4,066)	(22,018)	(26,084)	14,329
Transfers between funds		-	-	-	-
Net movement in funds	7	(4,066)	(22,018)	(26,084)	14,329
Reconciliation of funds:					
Total funds brought forward		-	239,266	239,266	224,937
Total funds carried forward		(4,066)	217,248	213,182	239,266

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

The Bristol Sport Foundation

Balance sheet

As at 31 August 2020

	Note	£	2020 £	2019 £
Fixed assets				
Intangible assets	11		8,120	-
Tangible assets	12		<u>35,643</u>	<u>48,889</u>
			43,763	48,889
Current assets				
Debtors	13	97,928		81,639
Cash at bank and in hand		<u>156,273</u>		<u>205,212</u>
		254,201		286,851
Liabilities				
Creditors: amounts falling due within 1 year	14	<u>(84,782)</u>		<u>(96,474)</u>
Net current assets			<u>169,419</u>	<u>190,377</u>
Net assets	16		<u>213,182</u>	<u>239,266</u>
Funds	17			
Restricted funds			(4,066)	-
Unrestricted funds				
General funds			<u>217,248</u>	<u>239,266</u>
Total charity funds			<u>213,182</u>	<u>239,266</u>

Approved by the trustees on XXX and signed on their behalf by

Martin Griffiths - Chair

The Bristol Sport Foundation

Statement of cash flows

For the year ended 31 August 2020

	2020 £	2019 £
Cash used in operating activities:		
Net movement in funds	(26,084)	14,329
<i>Adjustments for:</i>		
Depreciation charges	15,080	10,570
Amortisation charges	280	-
Loss on disposal of fixed assets	155	134
Decrease / (increase) in debtors	(16,289)	27,739
Increase / (decrease) in creditors	(11,692)	(8,494)
Net cash provided by / (used in) operating activities	(38,550)	44,278
Cash flows from investing activities:		
Purchase of tangible fixed assets	(1,989)	(34,759)
Purchase of intangible assets	(8,400)	-
Net cash provided by / (used in) investing activities	(10,389)	(34,759)
Increase / (decrease) in cash and cash equivalents in the year	(48,939)	9,519
Cash and cash equivalents at the beginning of the year	205,212	195,693
Cash and cash equivalents at the end of the year	156,273	205,212

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Bristol Sport Foundation 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and having considered the wider, longer-term implications of the ongoing Covid-19 pandemic. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

d) Interest receivable

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.

e) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

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Notes to the financial statements

For the year ended 31 August 2020

1. Accounting policies (continued)

g) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis, based on direct costs:

	2020	2019
Raising funds	7.7%	8.5%
Charitable activities	92.3%	91.5%

h) Intangible assets

Intangible assets are measured at cost less accumulated amortisation and any accumulated impairment losses.

App development costs are recognised as an intangible asset when all of the following criteria are demonstrated:

- the technical feasibility of completing the app so that it will be available for use or sale;
- the intention to complete the app and use or sell it;
- the ability to use the app or to sell it;
- how the app will generate probable future economic benefits;
- the availability of adequate technical, financial and other resources to complete the development and to use or sell the app; and
- the ability to measure reliably the expenditure attributable to the app during its development.

Amortisation is charged so as to allocate the cost of intangibles less their residual values over their estimated useful lives, using the straight-line method. The intangible assets are amortised over the following useful economic lives:

App development	5 years straight line basis
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If there is an indication that there has been a significant change in amortisation rate or residual value of an asset, the amortisation of that asset is revised prospectively to reflect the new expectations.

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Sports equipment	3 years straight line basis
Computer equipment	4 years straight line basis
Furniture and fittings	4 years straight line basis
Storage unit	10 years straight line basis

Items of equipment are capitalised where the purchase price exceeds £500.

j) Debtors

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

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Notes to the financial statements

For the year ended 31 August 2020

1. Accounting policies (continued)

k) 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.

l) Creditors

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 trade discounts due.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

n) Grants payable

Grants payable to other organisations are charged in the year in which the offer is conveyed to the recipient, except in those cases where the offer is conditional.

o) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are amortisation and depreciation as described in notes 1 (h and i) above.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

2. Prior period comparatives

	Restricted £	Unrestricted £	2019 Total £
Income from:			
Donations	29,999	273,677	303,676
Charitable activities	85,426	597,677	683,103
Other trading activities	-	53,530	53,530
Total income	115,425	924,884	1,040,309
Expenditure on:			
Raising funds	-	86,794	86,794
Charitable activities	133,513	805,673	939,186
Total expenditure	133,513	892,467	1,025,980
Net expenditure	(18,088)	32,417	14,329
Transfers between funds	12,104	(12,104)	-
Net movement in funds	(5,984)	20,313	14,329

3. Income from donations

	Restricted £	Unrestricted £	2020 Total £
Corporate donations	45,524	15,465	60,989
Individual donations	30,000	133,512	163,512
Other donations and fundraising	3,400	57,164	60,564
Coronavirus Job Retention Scheme	-	126,899	126,899
Gift aid	13,750	2,559	16,309
	92,674	335,599	428,273
Prior period comparative			
	Restricted £	Unrestricted £	2019 Total £
Corporate donations	5,000	200	5,200
Individual donations	24,999	252,311	277,310
Other donations and fundraising	-	21,166	21,166
	29,999	273,677	303,676

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

4. Income from charitable activities

	Restricted £	Unrestricted £	2020 Total £
Bristol Flyers	1,100	20,843	21,943
Bristol Jets	-	8,981	8,981
Forever Sport	-	526,594	526,594
Sport England	30,000	-	30,000
Bristol City Council	10,000	-	10,000
Other income	-	3,428	3,428
	<u>41,100</u>	<u>559,846</u>	<u>600,946</u>

Prior period comparative

	Restricted £	Unrestricted £	2019 Total £
Bristol Flyers	5,574	23,137	28,711
Bristol Jets	990	21,916	22,906
Forever Sport	-	528,893	528,893
Sport England	58,862	-	58,862
Bristol City Council	20,000	-	20,000
Other income	-	23,731	23,731
	<u>85,426</u>	<u>597,677</u>	<u>683,103</u>

Government grants

The charity receives government grants, defined as funding from Sport England, Bristol City Council and under the Coronavirus Job Retention Scheme to fund charitable activities. The total value of such grants in the year ending 31 August 2020 was £166,899 (2019: £78,862). There are no unfulfilled conditions or contingencies attaching to these grants.

5. Income from other trading activities

	Restricted £	Unrestricted £	2020 Total £	2019 Total £
Corporate sponsorship	-	9,173	9,173	33,787
Other trading	-	31,184	31,184	19,743
	<u>-</u>	<u>40,357</u>	<u>40,357</u>	<u>53,530</u>

All income from other trading activities was unrestricted in the prior year.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2020 Total £
Staff costs (note 9)	53,923	476,554	235,119	765,596
Delivery costs	-	115,578	-	115,578
Grants payable (note 8)	-	63,306	-	63,306
Direct expenses	-	52,984	-	52,984
Fundraising expenses	5,013	-	-	5,013
Audit and accountancy fees	-	-	7,886	7,886
Bank charges	-	-	1,452	1,452
Depreciation	-	-	15,080	15,080
Amortisation	-	-	280	280
Insurance	-	-	1,955	1,955
IT and office costs	-	-	38,694	38,694
Premises costs	-	-	13,802	13,802
Professional fees and subscriptions	-	-	13,879	13,879
Loss on disposal of fixed assets	-	-	155	155
Sub-total	58,936	708,422	328,302	1,095,660
Allocation of support and governance costs	25,215	303,087	(328,302)	-
Total expenditure	84,151	1,011,509	-	1,095,660

Governance costs are £5,918 (2019: £5,698).

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

6. Total expenditure (continued)

Prior period comparative	Raising funds £	Charitable activities £	Support and governance costs £	2019 Total £
Staff costs (note 9)	56,251	448,282	166,947	671,480
Delivery costs	-	175,348	-	175,348
Grants payable (note 8)	-	87,871	-	87,871
Fundraising expenses	9,502	-	-	9,502
Audit and accountancy fees	-	-	12,864	12,864
Bank charges	-	-	1,480	1,480
Depreciation	-	-	10,570	10,570
Insurance	-	-	1,029	1,029
IT and office costs	-	-	39,112	39,112
Premises costs	-	-	7,898	7,898
Professional fees and subscriptions	-	-	8,692	8,692
Loss on disposal of fixed assets	-	-	134	134
Sub-total	65,753	711,501	248,726	1,025,980
Allocation of support and governance costs	21,041	227,685	(248,726)	-
Total expenditure	86,794	939,186	-	1,025,980

7. Net movement in funds

This is stated after charging:

	2020 £	2019 £
Depreciation	15,080	10,570
Amortisation	280	Nil
Operating lease payments	Nil	Nil
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Trustees' indemnity insurance	998	1,018
Auditors' remuneration:		
▪ Statutory audit (including VAT)	4,920	4,680
▪ Other services	2,726	1,964

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

8. Grants payable

	2020	2019
	£	£
<i>Grants paid to institutions:</i>		
Bristol Bears Community Foundation	30,973	43,371
Bristol City Robins Foundation	12,333	34,500
Gloucestershire Football Association	-	10,000
St. Monica's Trust	20,000	-
	<u>63,306</u>	<u>87,871</u>
Total grants payable	<u>63,306</u>	<u>87,871</u>

Grants payable are all in furtherance of the charity's objects. No support costs are allocated to grant payments.

9. Staff costs and numbers

Staff costs were as follows:

	2020	2019
	£	£
Salaries and wages	692,419	601,870
Social security costs	41,562	44,511
Pension costs	30,948	20,461
Freelance staff	667	4,638
	<u>765,596</u>	<u>671,480</u>

One employee (2019: one) earns more than £60,000. Total earnings fell within the £60,000 to £70,000 bracket (2019: £80,000 - £90,000).

The key management personnel of the charity comprise the trustees, chief community officer, and senior management team. The total employee benefits of the key management personnel in the period were £146,132 (2019: £159,240).

	2020	2019
	No.	No.
Average head count	<u>38.33</u>	<u>27.33</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

11. Intangible assets

	App development £
Cost	
At 1 September 2019	-
Additions in year	<u>8,400</u>
At 31 August 2020	<u>8,400</u>
Amortisation	
At 1 September 2019	-
Charge for the year	<u>280</u>
At 31 August 2020	<u>280</u>
Net book value	
At 31 August 2020	<u><u>8,120</u></u>
At 31 August 2019	<u><u>-</u></u>

12. Tangible fixed assets

	Sports equipment £	Computer equipment £	Furniture and fittings £	Storage unit £	Total £
Cost					
At 1 September 2019	1,911	38,993	13,606	12,000	66,510
Additions in year	-	1,989	-	-	1,989
Disposals in year	<u>-</u>	<u>(931)</u>	<u>-</u>	<u>-</u>	<u>(931)</u>
At 31 August 2020	<u>1,911</u>	<u>40,051</u>	<u>13,606</u>	<u>12,000</u>	<u>67,568</u>
Depreciation					
At 1 September 2019	1,388	11,633	2,100	2,500	17,621
Charge for the year	523	9,956	3,401	1,200	15,080
Disposals in year	<u>-</u>	<u>(776)</u>	<u>-</u>	<u>-</u>	<u>(776)</u>
At 31 August 2020	<u>1,911</u>	<u>20,813</u>	<u>5,501</u>	<u>3,700</u>	<u>31,925</u>
Net book value					
At 31 August 2020	<u><u>-</u></u>	<u><u>19,238</u></u>	<u><u>8,105</u></u>	<u><u>8,300</u></u>	<u><u>35,643</u></u>
At 31 August 2019	<u><u>523</u></u>	<u><u>27,360</u></u>	<u><u>11,506</u></u>	<u><u>9,500</u></u>	<u><u>48,889</u></u>

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

13. Debtors

	2020	2019
	£	£
Trade debtors	14,459	37,069
Prepayments	9,261	7,557
Accrued income	72,120	37,013
Other debtors	2,088	-
	<u>97,928</u>	<u>81,639</u>

14. Creditors : amounts due within 1 year

	2020	2019
	£	£
Trade creditors	61,128	53,257
Accruals	9,291	23,405
Other taxation and social security	10,984	9,850
Deferred income (note 15)	-	6,248
Other creditors	3,379	3,714
	<u>84,782</u>	<u>96,474</u>

15. Deferred income

	2020	2019
	£	£
At 1 September 2019	6,248	-
Deferred during the year	-	6,248
Released during the year	<u>(6,248)</u>	<u>-</u>
At 31 August 2020	<u>-</u>	<u>6,248</u>

Deferred income relates to the funding of a Badminton Development staff role for amounts to be paid after 31 August 2019, and cash received for events which took place after 31 August 2019.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

16. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	Total funds £
Intangible fixed assets	-	8,120	8,120
Tangible fixed assets	-	35,643	35,643
Net current assets	<u>(4,066)</u>	<u>173,485</u>	<u>169,419</u>
Net assets at 31 August 2020	<u>(4,066)</u>	<u>217,248</u>	<u>213,182</u>
	Restricted funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	-	48,889	48,889
Net current assets	<u>-</u>	<u>190,377</u>	<u>190,377</u>
Net assets at 31 August 2019	<u>-</u>	<u>239,266</u>	<u>239,266</u>

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

17. Movements in funds

	At 1 September 2019 £	Income £	Expenditure £	Transfers between funds £	At 31 August 2020 £
Restricted funds					
Basketball England	-	1,100	(1,100)	-	-
Covid Relief Fund	-	48,924	(52,990)	-	(4,066)
Sport England: Core Cities	-	10,000	(10,000)	-	-
Sport England: Development Award	-	30,000	(30,000)	-	-
Administration fund	-	43,750	(43,750)	-	-
Total restricted funds	-	133,774	(137,840)	-	(4,066)
Unrestricted funds					
General funds	239,266	935,802	(957,820)	-	217,248
Total unrestricted funds	239,266	935,802	(957,820)	-	217,248
Total funds	239,266	1,069,576	(1,095,660)	-	213,182

Purposes of restricted funds

Basketball England

The funding received from Basketball England is for the organisation, management and delivery of satellite club sessions in low social economic wards of Bristol to engage participants from the 14-18 years target age groups to the game of basketball.

Covid Relief Fund

In direct reaction to the unprecedented and critical challenges set by the COVID-19 pandemic, the decision was made by the trustees of Bristol Sport Foundation to support disadvantaged communities in the City of Bristol and West of England by sourcing and raising funds, and by making a pro-bono donation of BSF staff time to assist in the management, administration and distribution of food parcels to families adversely affected by the pandemic through a COVID-19 Relief Fund.

Sport England: Core Cities

Grant funding awarded to Bristol City Robins Foundation for the provision of Walking Football in the priority wards of Witherwood and Hartcliffe. £10,000 of income included is provided by Bristol City Council.

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

17. Movement in funds (continued)

Purposes of restricted funds (continued)

Sport England Development Award Grant funding awarded to Bristol Sport Foundation for the design and development of the data capture and insight reporting systems to assist the charity to demonstrate the impact of their work.

Administration fund This donation is to fund the development and delivery of Bristol Sport Foundation's overall administrative resource.

Funds in deficit

The Covid Relief Fund shows a small deficit at the year end. Further donations have been received post year end to cover the shortfall in funding.

Prior period comparative

	At 1 September 2018 £	Income £	Expenditure £	Transfers between funds £	At 31 August 2019 £
Restricted funds					
Badminton programme	-	990	(990)	-	-
Basketball England	-	2,450	(2,450)	-	-
Disability football	-	5,000	(10,000)	5,000	-
Heart Research UK	-	3,124	(3,124)	-	-
Sport England: Core Cities	5,132	78,862	(91,098)	7,104	-
Administration fund	852	24,999	(25,851)	-	-
Total restricted funds	5,984	115,425	(133,513)	12,104	-
Unrestricted funds					
<i>Designated funds:</i>					
Development fund	125,000	-	-	(125,000)	-
<i>Total designated funds</i>	<i>125,000</i>	<i>-</i>	<i>-</i>	<i>(125,000)</i>	<i>-</i>
General funds	93,953	924,884	(892,467)	112,896	239,266
Total unrestricted funds	218,953	924,884	(892,467)	(12,104)	239,266
Total funds	224,937	1,040,309	(1,025,980)	-	239,266

The Bristol Sport Foundation

Notes to the financial statements

For the year ended 31 August 2020

18. Operating lease commitments

The charity had 1 operating lease at the year end with total future minimum lease payments as follows:

	2020	2019
	£	£
Amount falling due:		
Within 1 year	1,675	1,675
Within 1 - 5 years	<u>1,675</u>	<u>3,351</u>
	<u><u>3,350</u></u>	<u><u>5,026</u></u>

19. Related party transactions

Transactions with trustees:

Martin Griffiths, trustee of Bristol Sport Foundation, is also a director of Ashton Gate Limited (AGL). During the period Bristol Sport Foundation paid £29,039 (2019: £29,135) to AGL for rent and other services. The Covid Relief Fund was also operated through AGL and costs incurred on Covid food expenses were £52,984, of which £20,179 has been accrued as a donation from AGL. Invoices outstanding at 31 August 2020 amounted to £34,105 (2019: £315).

Martin Griffiths, trustee of Bristol Sport Foundation, is also a director of Sanderson Solutions Group PLC who made a donation of £13,000 towards the Covid Relief Fund. There are no outstanding balances at 31 August 2020.

Donations received from trustees:

During the year ended 31 August 2020 the aggregate value of donations received from trustees and their spouses was £30,000 (2019: £24,999).