



The Scottish Civic Trust

ANNUAL REPORT 2021-22

ADVOCATE

CELEBRATE

TAKE ACTION

A MESSAGE FROM THE CHAIR

In 2021 and the beginning of 2022, we continued to feel the impact of the Covid-19 pandemic on our planned activities at the Trust. We found it constrained some activities, but also created the time and space to review and update some of our internal policies and business operations. Trustees met with staff in September for the first time since the pandemic began and we took the opportunity to come together at the wonderful Burgh Halls in Linlithgow. Meetings since have been both in-person and digital, reflecting the changing nature of coming together in a post-pandemic world. As a landlord, we have worked hard to support our tenants through the pandemic but a number of tenants were impacted by Covid as the financial year progressed and gave up their tenancies. Prompt action by our Director has ensured that as I write, we once more have a full house.

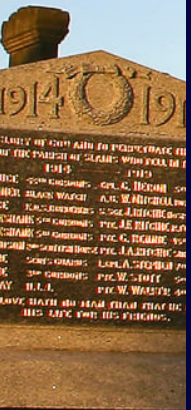
We know that marginalised communities bear the brunt of the impacts of climate change, yet they are often underfunded, under-resourced and excluded from discussions about sustainability. In recognition of the climate emergency and timed to coincide with the 26th United Nations Climate Change Conference (COP26) in Glasgow in November 2021, the Scottish Civic Trust developed a programme of thought-provoking and educational digital lectures on the intersection of heritage, equity and the climate crisis. We also offered space to small heritage organisations or groups at the Tobacco Merchant's House free of charge to host exhibitions, events or meetings related to COP26.

With a national climate change target for net zero emissions of all greenhouse gases by 2045, it will be important that the Scottish Civic Trust puts resources into demonstrating the value of retaining and utilising the country's existing built assets to support the drive to decarbonise Scotland's economy, in ways which sustains communities and safeguards our collective heritage.

I am delighted with the progress of our Diverse Heritage programme and that we will be able to increase our reach and activities next year and beyond. However, despite our best efforts, we were unable to find funding in 2021/22 to allow us to re-interpret the history of the Tobacco Merchant's House and this remains a priority for us.

I would like to thank our trustees and staff for their ongoing efforts to ensure that we are a robust organisation delivering our charitable aims, and to thank our funders and patrons without whom we would not be able to operate. I would also like to recognise the very many heritage bodies and their staff and volunteers who work with us on Doors Open Days, or on their own projects, to raise awareness of, safeguard and celebrate Scotland's heritage.

Sue Evans, MBE. Chair





About the Scottish Civic Trust

OUR VALUES

- We are *robust* and *independent* in advocating for Scotland's places and spaces
- We are *positive* about the future of the built environment
- We *lead* thinking on Scotland's civic spaces
- We *collaborate* across the heritage sector and beyond to develop ideas that tackle exclusion
- We *support* community groups looking after their locality

We are proud to represent Scotland's civic sector and strive to ensure our amenity groups are active, empowered, and educated to make a difference in their locality.

OUR VISION

Thriving, beautiful and well cared for places and buildings, which help to support and sustain a high quality of life.

OUR MISSION

To celebrate Scotland's built environment, take action for its improvement and empower its communities.



Structure & Management

Structure, Governance and Management Governing Document

The organisation is an unincorporated Charitable Trust governed by its constitution, which was registered with the Office of Scottish Charity Regulator on 27th September 1966.

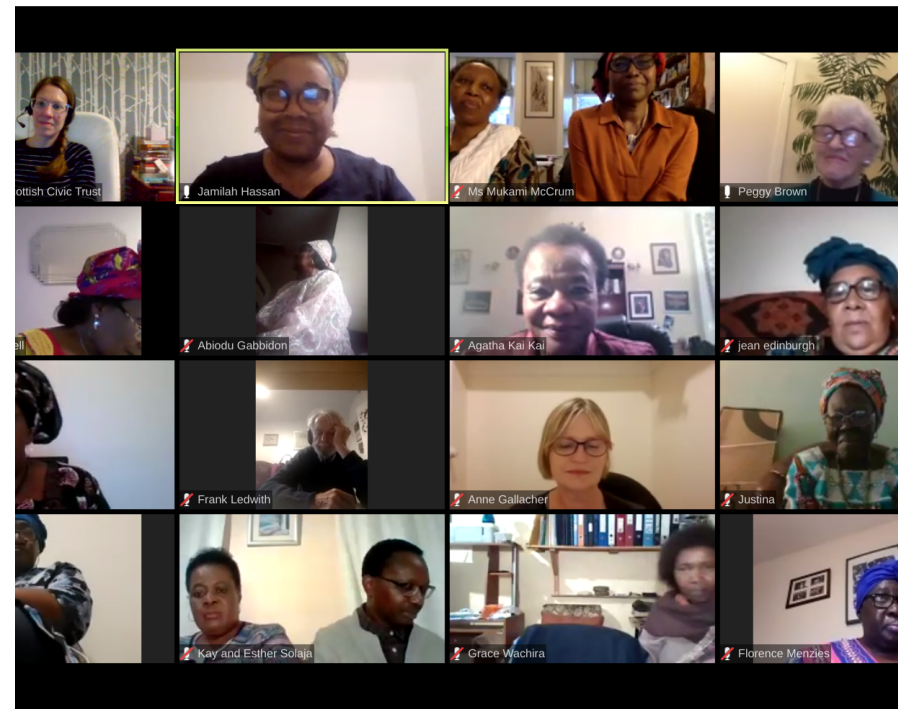
Recruitment and Appointment of Trustees to the Board

Trustees are appointed for two three-year terms, with further eligibility depending on the discretion of the Chair. The policy of the Trust is to achieve a wide range of relevant experience within the Trustee body. Appointments are reviewed every three years.

The practical work of the Trust is supported and enhanced by the following sub-committees:

- Strategy and Communications Committee
- Finance and Audit Committee
- Planning and Architecture (formerly Technical) Committee
- Trustee Recruitment Committee

The Trust had 8 Trustees and an executive staff of 7 at the end of the reporting period. Trustees are unremunerated and meet on a quarterly basis.



Our Activities this Year

We continued to adjust to challenging circumstances due to the impact of the Covid-19 pandemic on our activities this year. We took a blended approach to events such as Doors Open Days, and sought a gradual return to the office, in line with guidance.

Our **My Place Mentoring** programme concluded a successful three-year run in February 2022. The programme, which provided guidance to community groups at an economic or geographic disadvantage, helped groups from all over Scotland to develop their plans for heritage.

We held a free event on 25 February for community heritage groups to mark the close of the programme. The theme was to explore how to engage audiences in our post-Covid world, with discussions on micro-volunteering roles, use of social media to promote heritage and diversifying heritage audiences and volunteers.

We maintained our focus on planning issues and commented on a wide range of planning applications that had a national impact. On behalf of our member groups, we raised issues relating to planning reform to the Scottish Government, and we also supported them in commenting on planning submissions related to their local area.

We coordinated several high-profile national celebrations of our heritage and the people who support it, including Doors Open Days, the My Place Awards, and My Place Photography Competition. By managing and promoting these events, we encourage greater awareness of the places and spaces that contribute to the visual and civic identity of Scotland.

Doors Open Days is Scotland's largest free festival that celebrates places and stories, new and old, taking place every September.

We launched the 2021 festival with an in-person event and exhibition at the Scottish Maritime Museum in Irvine. The festival was delivered as a hybrid model with 648 events in total - 332 online and 316 in-person. Our website had over half a million visitors during the festival, of which 82% were new participants. Due to the success of the blended approach, we look forward to supporting physical and digital access as a core part of our offering from now on.

Our **My Place Awards** celebrate communities coming together to develop innovative places and achieve a positive change for local people. Each year, the Trust calls for submissions from community groups around Scotland for new buildings, restoration projects, landscape designs and other placemaking projects that have transformed their locality. Due to a Covid related delay to the 2021 Awards, this year the Trust is reporting on both the 2021 and 2022 Awards.

In 2021, four projects were shortlisted, ranging from a micro-hydro-scheme to a refurbished horticultural centre. During an in-person ceremony in October, Ochiltree Community Hub was announced as the winner for establishing a vibrant and inclusive facility that delivers key health, wellbeing and education services. In honour of COP26, we also issued a special Sustainability Award to The Swan, Banton, which saved a local pub from demolition, refurbished the building and created a bustling community gathering space.

In 2022, three projects were shortlisted and at our in-person ceremony in May, Montrose Playhouse was announced as the winner for transforming a derelict swimming pool into a lively community cinema. We also shared the event live on social media, reaching online audiences in excess of 100,000 people.

Our Activities this Year

Our **My Place Photography Competition** is a Scotland-wide built environment photography competition for young people aged 4-18. The Awards were sponsored in 2021 and 2022 by Historic Environment Scotland and Jessops.

The theme for the 2021 Competition was 'Climate Change'. Our judging panel comprised our trustee Jane Masters, photographers Rachel Tennant and Phoebe Grigor, Elizabeth McCrone of Historic Environment Scotland and Aneel Singh Bhopal of West of Scotland Regional Equality Council, who met to discuss and shortlist entrants. The exhibition and winner announcements took place in Glasgow in October 2022.

For the 2022 Competition, our judging panel comprised once again of Phoebe Grigor and Aneel Singh. They were joined by Judy Jarvie, Architect and Alison Turnbull of Historic Environment Scotland. The theme was 'My Place, My Space, My Story'.

Mr Tom Arthur, Minister for Public Finance, Planning and Community Wealth, MSP was our guest of honour for both events and awarded the winners' prizes and spent time speaking with winners and shortlisted projects, photographers and their families.

During 2021-22 our **Diverse Heritage** project delivered 1 in-person and 14 digital events, with 305 individuals taking part in activities specifically designed to engage marginalised and excluded groups. This included supporting the African and Caribbean Women's Association and African and Caribbean Elders in Scotland to host their first ever Doors Open Days events and organising a photography skills workshop for young refugees. In addition, the team delivered a well-regarded online lecture series on the emerging intersectional themes of heritage, equity, and the climate crisis. The series is available to view here: <https://www.scottishcivictrust.org.uk/lectures-heritage-equality-climate>

The Scottish Civic Trust has a long history of finding solutions to difficult buildings and sites, and in recognition of this, we took the decision to take action in relation to the future of **Egyptian Halls** in Glasgow. This A-listed building has been a cause of concern for a number of years. We have set up a working group to take forward proposals for the building and hope to have it constituted as a charity in the very near future. To find out more, visit [saveegyptianhalls.com](https://www.scottishcivictrust.org.uk/help-protect-the-historic-tobacco-merchants-house/).

Finally, we launched our legacy campaign to ensure the future of our much-loved Tobacco Merchant's House. If you are interested in finding out more about how you can help, please visit <https://www.scottishcivictrust.org.uk/help-protect-the-historic-tobacco-merchants-house/>

All of our activities took place thanks to the generous support of our main funders, including Historic Environment Scotland, the National Lottery Heritage Fund, the Scottish Government, and the Jennie S Gordon Trust. We are also grateful to our smaller donors, whose contributions and in-kind support is hugely valuable to our continued work.





Our Plans for Next Year

- We look forward to doubling our capacity for our Diverse Heritage programme over the coming year, bringing forward a range of events and workshops to engage with an ever-wider audience. We will be working more closely to integrate this strand of work with our Doors Open Days and My Place events, so that we can effectively use our existing resource to promote sectoral change.
- We will continue to encourage our Doors Open Days participants to consider their asset in both physical and digital terms so that we can increase the accessibility of our shared heritage.
- We hope to develop a digital platform for commenting on planning applications in Scotland relating to heritage, working with key partners in the sector to produce an effective service.
- Organisationally we will undertake a mid-point review of our Corporate Strategy to ensure it remains relevant and will continue to review and improve our policies and systems in line with good practice and our business needs.
- Finally, our building remains a key area of focus, as we plan a series of works to help proof it against the impact of the Climate Crisis.

Financial Review

During the year ended 31 March 2022 Scottish Civic Trust's activities generated income of £252,282 (2021: £294,381), and incurred expenditure of £274,432 (2021: £275,869). The deficit, before taking into account fluctuations in value of the investment portfolio was £22,150, (2021: Surplus of £18,512). The current year deficit reflects the fact that grant funding which was recognised in previous years' income but not expensed in those years, was expensed in the current year. The unrealised gain on investments was £2,283 (2021: unrealised gain of £8,195).

During the prior year, agreement was reached with The National Lottery Heritage Fund ("NLHF") which effectively terminates the clawback arrangements originally constituted by contract on 17 June 1997 relating to the grant of £187,500 used to fund the purchase of the Property at 42 Miller Street. The Capital Contribution Fund, by enhancing the resilience of the Trust in respect of future major building requirements, effectively fulfils the original objectives of NLHF. Finalisation of the legal implications will be completed during the coming year.

The Capital Contribution Fund will receive a minimum of £5,000 annually and the Trustees are mindful that the relevant amount may, subject to resources, be higher in some years so as to achieve the objective of building resource in advance of need. Meanwhile general maintenance continued to be undertaken and expensed as appropriate. During the year £5,000 (2021: £19,000) was transferred from general reserves to the designated Capital Contribution Fund. The Capital Contribution Fund is intended to provide for the long-term structural integrity of Scottish Civic Trust's ("the Trust") headquarter building, the "A" Listed Tobacco Merchant's House ("TMH").

The Trust is grateful for these resources and for the continuing financial input from Historic Environment Scotland (£144,516), the Heritage Lottery Fund (£9,600), the Architectural Heritage Fund (£10,000) and the Scottish Government (£40,000).

The Trustees have authorised the utilisation of a limited proportion of the Director's time in supporting the campaign to achieve a successful future for the iconic Egyptian Halls, in line with our aims to preserve major listed buildings, in this case both of outstanding civic value to Glasgow and a major exemplar of the work of the Scottish architect Alexander Thomson. It is not anticipated that material direct expense will be associated to the campaign relative to the unrestricted funds held by the Trust.

The Trust maintains liquidity against unforeseeable potential fluctuations. The aggregate of investments and cash at 31 March 2022 was £126,678 and the Trustees are confident that activities can be supported in the year to 31 March 2023.

Investment Policy

The Trust maintains a portfolio of diversified equity fund instruments aimed at supporting our revenues and providing liquidity if necessary. The portfolio composition and performance is regularly monitored.

Reserves Policy

The Trust continues to maintain over £70,000 in liquid assets to provide a buffer against unexpected expenditure requirements. As stated, the new Capital Contribution Fund will in addition require annual allocations represented by liquid assets. The Trustees through its Finance and Audit Committee also monitor the balance of restricted and unrestricted funds so as to be confident that the Trust's requirements can be met as they arise notwithstanding ring fencing of resources relative to specific projects and property.

Risk Management Policy

The Trust maintains an active Risk Register and assessment process, and risk issues are regularly considered at Trustee meetings, and scenario planning is discussed. The Trust continues to review management accounts regularly and follows established systems and procedures policies.

Financial Review

Financial Planning

The Trustees assisted by the Finance and Audit Committee continue to scrutinise financial projections. The Scottish Civic Trust continues to enjoy positive relationships with the key donors who underpin its viability and through adaptation to digital platforms has demonstrated that its activities can benefit from the ease of access to our project and competition output.

It is anticipated that 2022/23 will continue to evolve towards a hybrid operation, physical and digital, with continued retention of our property. The cost and revenues associated with the new ways of working will be reviewed as the year progresses. At this stage the Trustees, are confident that the current year will allow the Scottish Civic Trust to operate within its means overall, and to undertake new initiatives when matched funding can be secured.

Trustees' responsibilities in relation to the financial statements

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in Scotland requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that year.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity 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.

Approved by the Trustees and signed on their behalf by:



Name: Sue Evans, Chair

Date: 7 July 2022

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF SCOTTISH CIVIC TRUST FOR THE YEAR ENDED 31 MARCH 2022									
The Trust's Accounts for the year to March 31, 2022 have been independently examined by Wylie and Bisset LLP, the Examiners report was unqualified.									
Their Report is available in the full version of the Accounts which are downloadable from www.scottishcivictrust.org.uk .									
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2022					BALANCE SHEET AS AT 31 MARCH 2022				
(Including an Income and Expenditure account)									
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds			Total Funds	Total Funds
	Note	2022	2022	2022	2021		Note	2022	2021
		£	£	£	£			£	£
Income and endowments from:						Fixed assets :			
Donations and legacies	4	6,225	-	6,225	6,030	Tangible assets	14	149,413	150,851
Charitable activities	5	26,386	217,971	244,357	285,533	Investments	15	47,230	44,947
Investments	6	1,700	-	1,700	1,609	Total Fixed Assets		196,643	195,798
Other income	7	-	-	-	1,209				
Total Income		34,311	217,971	252,282	294,381	Current assets:			
						Debtors	16	37,463	10,625
Expenditure on:						Cash at bank and in hand		79,448	132,676
Investment management costs	8	228	-	228	220	Total Current Assets		116,911	143,301
Charitable activities	10	21,080	253,124	274,204	275,649				
Total Expenditure		21,308	253,124	274,432	275,869	Liabilities :			
						Creditors falling due within one year	17	(-18,084)	(-23,762)
Net income and net movement in funds before gains and losses on investments						Net Current Assets		98,827	119,539
		13,003	(-35,153)	(-22,150)	18,512				
Net Gain on Investments		2,283	-	2,283	8,195	Net Assets		295,470	315,337
Net income/(expenditure)		15,286	(-35,153)	(-19,867)	26,707				
Transfers between funds		-	-	-	-	The funds of the charity:			
Net movement in funds		15,286	(-35,153)	(-19,867)	26,707	Restricted income funds	19	115,392	150,545
						Unrestricted funds	19	180,078	164,792
Funds reconciliation						Total charity funds		295,470	315,337
Total Funds brought forward	19	164,792	150,545	315,337	288,630	Approved by the Trustees and signed on their behalf by:			
Total Funds carried forward	19	180,078	115,392	295,470	315,337				
						Susan A Evans			
The Statement of Financial Activities includes all gains and losses recognised in the year.						Aileen Brown			
All income and expenditure derive from continuing activities.						Name: Sue Evans	Name: Aileen Brown		
						Date: 7 July 2022			

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022						10. Analysis of expenditure on charitable activities					
1. Accounting Policies									2022	2021	
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .									Total	Total	
2. Legal status of the Charity									£	£	
The charity is a registered Scottish charity.						Staff and Travel			175,130	223,847	
3. Related party transactions and Trustees' expenses and remuneration						Premises Expenses			13,081	9,995	
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .						Printing Promotions and Awards			14,946	7,795	
4. Income from donations and legacies						Computer and Web costs			10,368	12,128	
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .						General Expenses			9,670	6,222	
5. Income from charitable activities						Contractor fees for My Place Mentoring			29,141	-	
	2022	2021				Professional fees			15,532	9,185	
	£	£				Memberships & subscriptions			934	734	
Grants	217,971	257,720				Conference costs			1,444	-	
Rental Income	25,146	24,988				Depreciation			1,438	1,729	
Consultancy fee income	-	700				Governance Costs (Note 9)			2,520	4,014	
Affiliation fee income	1,240	1,240							274,204	275,649	
Conference ticket income	-	885									
	244,357	285,533				11. Analysis of staff costs and remuneration of key management personnel					
6. Investment income						Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .					
	2022	2021				12. Net income/(expenditure) for the year					
	£	£				Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .					
Dividends and interest on listed investments	1,695	1,606				13. Government Grants					
Bank interest	5	3				Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .					
	1,700	1,609				14. Tangible Fixed Assets					
7. Other Income							Heritable Property	Furniture & Fittings	Total		
	£	£					£	£	£		
CJRS Grant	-	1,209				Cost					
	-	1,209				At 1 April 2021	255,853	54,123	309,976		
8. Investment management costs						Additions	-	-	-		
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .						Disposals	-	-	-		
9. Allocation of governance costs						At 31 March 2022	255,853	54,123	309,976		
	2022	2021									
	£	£				Depreciation					
Auditors remuneration - under accrual in prior year	-	2,220				At 1 April 2021	115,849	43,276	159,125		
Independent Examiners remuneration	2,100	1,794				Charge for the year	-	1,438	1,438		
Independent Examiners remuneration - under accrual in prior year	420	-				Eliminated on disposals	-	-	-		
	2,520	4,014				At 31 March 2022	115,849	44,714	160,563		
Governance costs are allocated to Expenditure on charitable activities.											
						Net book value					
						At 31 March 2022	140,004	9,409	149,413		
						At 31 March 2021	140,004	10,847	150,851		
						As at 31st March 2022, all assets were used for charitable purposes.					

15. Fixed Asset Investments		
	2022	2021
Movement in fixed asset listed investments	£	£
Market value brought forward at 1 April 2021	44,947	36,752
Additions to investments at cost	-	-
Disposals at carrying value	-	-
Net gain on revaluation	2,283	8,195
Market value as at 31 March 2022	47,230	44,947
16. Debtors		
	2022	2021
	£	£
Trade debtors	11,706	1,907
Accrued income	324	5,617
Prepayments	6,233	2,387
Other debtors	19,200	714
	37,463	10,625
17. Creditors: amounts falling due within one year		
	2022	2021
	£	£
Trade creditors	5,709	1,182
Deferred income (Note 18)	10,000	15,474
Other creditors	2,375	7,106
	18,084	23,762
18. Deferred income		
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .		
19. Analysis of charitable funds		
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .		
20. Net assets over funds		
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .		
21. Contingent Liability		
The balance in the Property Fund relates to a grant of £187,500 received from The National Heritage Memorial Fund which was used to fund the purchase of the property at Miller Street. Under the terms of the award, the grant becomes repayable should the Trust breach the conditions attached. The security is expected to be discharged in August 2022.		
22. Lease Commitments		
Available in the full version of the accounts downloadable from www.scottishcivictrust.org.uk .		





Get in touch with the Scottish Civic Trust

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Cover Image: Doors Open Days 2021 launch, Iain McLean

Internal Images: Slains Kirk, ©SEAchange Tobacco Merchants House, ©Scottish Civic Trust Preston Tower Stonemasonry during Doors Open Days, ©Preston Tower Egyptian Halls, ©Nick Haynes African and Caribbean Elders Doors Open Days Event, ©Scottish Civic Trust Doors Open Days Event, ©Scottish Civic Trust Rosefield Mills, ©Scottish Civic Trust Paisley Abbey visitors, ©Eoin Graham Doors Open Days Event, ©Scottish Civic Trust

Back Image: Preston Tower Stonemasonry during Doors Open Days, ©Preston Tower

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