

SUPER POWER AGENCY
(A Scottish Charitable Incorporated Organisation "SCIO")

ANNUAL REPORT AND ACCOUNTS

Year Ended 31 MAY 2023

Charity No. SC046550

Akkounted Limited
Chartered Accountants
47 Fergusson Road
Dunfermline
KY11 8NA

SUPER POWER AGENCY
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 May 2023

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SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES
For the year ended 31 May 2023

The Trustees present their report along with the financial statements for the SCIO for the year ended 31 May 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 10 and comply with the SCIO's constitution, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

The organisation's purposes are:

- To advance education by providing facilities, materials and tuition to service users, increasing the levels of literacy, self-esteem and aspiration in under resourced students aged 8 to 18;
- To advance arts, heritage and culture by facilitating the creation, publication and performance of written, visual and artistic material by service users;
- To provide recreational activities with the object of improving conditions of life for under resourced students aged 8 to 18 by providing facilities, materials and tuition which would otherwise be beyond their means;
- To promote equality and diversity by striving to close the literacy gap between the catchment area's service users and the rest of Scotland through creative and educational activities;
- To relieve those who by reason of financial hardship would be otherwise unable to engage extra-curricular English language literacy or creative tuition by providing appropriate facilities, materials and tuition.

The principal activity in pursuit of the charitable objects will be the implementation of writing workshops that improve literacy, self-esteem and foster aspiration among under-resourced students from 8 -18.

ACHIEVEMENTS AND PERFORMANCE

The 2022-23 fiscal year was very challenging for the organisation financially. Our fundraising manager Lindsey Shields resigned in the summer of 2022 to pursue other opportunities and we were not able to recruit a new person to the role until October 2022. Unfortunately, that staff member also resigned due to personal reasons after five months in the role. These multiple transitions created issues in our fundraising capabilities that we are still feeling and attempting to recover from. On the other hand, our programmes have never been stronger.

We worked with twelve new school partners, several outwith Edinburgh: 5 high schools (Currie Community, Castlebrae Community, Musselburgh Grammar, Liberton and Woodmill) and 7 primary schools (Abbeyhill, Broughton, Leith Walk, Stockbridge, Granton, Ferryhill, and Flora Stevenson). This increased our number of school partners to 25 across five local councils. We also began work with The Ripple community organisation in Restalrig and with Edinburgh Champions: Children in Care. To account for this increased demand, we recruited and trained five new workshop leaders to lead programmes in several of our schools. In total, we worked with more than 1,000 young people during the school year and published ten books filled with writing created by our participants with six more to be published in September 2023 from workshops that took place in the spring. A list of all the books is on the following page.

SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES (continued)
For the year ended 31 May 2023

High School Books

The Darkside of Edinburgh by S1 & S2 pupils at Broughton High School.
Making a Friend: The Pen Pals of Tynecastle High School by S2 pupils at Tynecastle High School.
Liberton Horrors by S2 pupils at Leith Academy.
Journey to Musselburgh by S2 pupils at Musselburgh Grammar School.
The Grammar Sagas by S2 pupils at Musselburgh Grammar School.
Everything You Are Reading is True by S1 & S2 pupils at Dunfermline High School.
Giving Gorgie a Go by S3 pupils at Tynecastle High School.
Currie on Top Nonstop by S2 pupils at Currie Community High School.
Golden Guide to Portobello by S2 pupils at Portobello High School.
The Ripple Adventures by participants at The Ripple in Restalrig.

Upcoming Books from the Spring Term

Superpower Portals by P7 pupils at Leith, Lorne, Craigenlinny, and Hermitage Park Primaries
Walk a Mile in My Shoes by P7 pupils at Ferryhill, Flora Stevenson, Granton, and Stockbridge Primaries
Stories from the Stones by S2 pupils at Drummond High School
The Battle for North Bridge by P7 pupils at Abbeyhill, Broughton and Leith Walk Primaries
The Best Book on Planet Earth by S2 pupils at Woodmill High School
Monster Island by S1 boys group at Broughton High School

Interest in volunteering with the Super Power Agency continued to grow with over 100 people attending our monthly volunteer orientations over the year. However, our active volunteer numbers diminished as people went back to work after the pandemic. Our volunteer coordinator subsequently resigned in March 2023 and it was decided to manage her role internally (as a temporary solution) to reduce costs. We also took this as an opportunity to review our board membership to ensure the organization was fully supported for the long term.

Our Chair, Valerie Lindsay, was elected for a second year and worked with the CEO to compile a matrix of skills needed across our board. This gave those who had served for several years, a chance to resign from the board to boost our volunteer numbers and make space for new members. Ryan Van Winkle resigned at the AGM in December 2022. Board members Ryan Lawrie and Ciara Gracie resigned in March 2023, Elaine Moran resigned in April 2023 and Will Blair resigned in June 2023 (due to ill health).

Funds raised over the year amounted to just over £121,330 with several multi-year gifts and new donors to the Super Power Agency. Expenditures for the year came to £173,110. We had no major expenditures during the fiscal year.

SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES (continued)
For the year ended 31 May 2023

FINANCIAL REVIEW

The charity generated total income of £123,079 (2022: £170,687) and recorded expenditure of £173,110 (2022: £151,979). There was net expenditure of £41,635 (2021: net income of £6,447) on unrestricted funds and net expenditure of £8,396 (2022: net income of £12,261) on restricted funds, before transfers.

Reserves Policy

The trustees have adopted a reserves policy through which we aim to build and maintain a minimum level of unrestricted reserves equivalent to three months of running costs. The challenging financial year to May 2023 made it impossible to maintain the minimum level of reserves, but recently secured funding should allow this to return in the 2023-24 year. This policy was reviewed by the board and reaffirmed at the 8th June 2023 board meeting.

As of the end of the year, total funds amounted to £1,454 (2022: £51,485), of which £5,901 was restricted (2022: £14,597), offset by a deficit of £4,447 on unrestricted funds (2022: £37,188 surplus).

Risk Management

The Trustees have assessed the major risks to which the SCIO is exposed, in particular those relating to the operations and finances of the SCIO and are satisfied that systems are in place to manage exposure to those risks.

FUTURE PLANS

After five and a half years leading the organisation, our CEO (Gerald Richards) stated his intention to resign from his post at the AGM December 2022. In the six months before his departure (effective 31 July 2023), the board agreed that the new CEO should be given time to take stock of the organization and its operations. Clare Heffernan was chosen to succeed Gerald from August 1st 2023 and schools programming was paused from that point until 2024 to allow a complete review of strategy including our plans to expand our reach and build a stronger financial footing. We also intend to recruit for new board members and replace the volunteer coordinator and programme coordinator roles, subject to funding.

SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES (continued)
For the year ended 31 May 2023

STRUCTURE GOVERNANCE AND MANAGEMENT

Constitution

Super Power Agency is a Scottish Charitable Incorporated Organisation, charity number SC046550, incorporated under its constitution and recognised as a charity on 16 May 2016.

Trustees, Recruitment and Appointment of New Trustees

The Board of Trustees is responsible for the management of the charity and the safeguarding of its assets. Trustees are recruited to the Board with a view to cultivating a mix of skills and experiences across a broad range of relevant disciplines.

The Trustees are elected, appointed or co-opted in accordance with the terms of the Constitution. The maximum number of Trustees is 12 and the minimum number is 3.

Induction and Training of new Trustees

New Trustees are often already familiar with the practical work of the charity. On appointment new Trustees are introduced to the existing trustees and briefed on the charity's current activities. Previous Trustee Meeting Minutes and Annual Accounts are available to all new Trustees.

Organisational Structure

The Trustees meet regularly, to oversee the operation of the Charity and determine its strategic direction and policies. A scheme of delegation is in place whereby the day-to-day responsibility for operation and administration rests with the Chief Executive Officer, Gerald Richards.

SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES (continued)
For the year ended 31 May 2023

ADMINISTRATIVE INFORMATION

Charity Number
SC046550

Trustees

Valerie Lindsay	Chair	
Maxine Sloss		
Ryan Van Winkle		(resigned December 2022)
Phoebe Grigor		
Elaine Moran		(resigned April 2023)
Ciara Grace		(resigned March 2023)
Ryan Lawrie	Treasurer	(resigned March 2023)
Francis Lake		
Will Blair		(resigned June 2023)

Key Staff

Gerald Richards	Chief Executive Officer
Claire Heffernan	Programme Manager

Registered and Principal Office

83 Princes Street
Suite 507
Edinburgh
EH2 2ER

Independent Examiner

Alan Couper
Akkounted Limited
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KY11 8NA

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

SUPER POWER AGENCY
ANNUAL REPORT OF THE TRUSTEES (continued)
For the year ended 31 May 2023

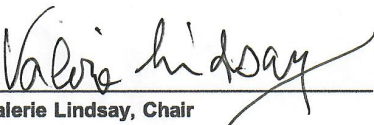
RESPONSIBILITIES OF THE TRUSTEES

Charity law requires the board of trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its income and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with charity law. They 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.

Approved by the Trustees on 29th November 2023 and signed on behalf of the Trustees by:


Valerie Lindsay, Chair

SUPER POWER AGENCY
INDEPENDENT EXAMINERS REPORT
For the year ended 31 May 2023

I report on the financial statements for the year ended 31 May 2023, set out on pages 8 to 16.

Respective responsibilities of the Trustees and the Independent Examiner

The charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's Trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations (as amended); and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended)

have not been met; or.

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Alan Couper, CA
Akkounted Limited
47 Fergusson Road
Dunfermline
Fife
KY11 8NA

SUPER POWER AGENCY
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 May 2023

	Note	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
INCOME AND ENDOWMENTS FROM:					
<i>Charitable activities</i>					
Income from charitable activities	2	86,835	34,494	121,330	164,218
Insurance claim		1,705	-	1,705	-
Interest received		44	-	44	-
Job retention scheme reimbursement		-	-	-	6,469
		<u>88,585</u>	<u>34,494</u>	<u>123,079</u>	<u>170,687</u>
EXPENDITURE ON:					
Raising funds	3	469	1,500	1,969	4,800
Charitable activities	3	129,751	41,390	171,141	147,179
		<u>130,220</u>	<u>42,890</u>	<u>173,110</u>	<u>151,979</u>
Net (expenditure) / income for the year		(41,635)	(8,396)	(50,031)	18,709
Transfer between funds		-	-	-	-
Net movement in funds in the year		(41,635)	(8,396)	(50,031)	18,709
Reconciliation of funds:					
Total funds at 31 May 2022		37,188	14,297	51,485	32,777
Total funds carried forward at 31 May 2023	10	<u>(4,447)</u>	<u>5,900</u>	<u>1,453</u>	<u>51,485</u>

There are no recognised gains or losses other than the results for the period as set out above.

All the activities of the charity are classed as continuing.

The notes on pages 10 to 16 form an integral part of these accounts.

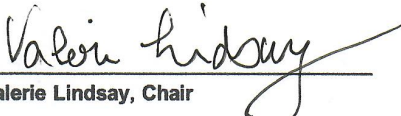
SUPER POWER AGENCY

BALANCE SHEET

As at 31 May 2023

	Note	2023	2022
		£	£
FIXED ASSETS			
Tangible assets	6	300	698
CURRENT ASSETS			
Bank		1,178	56,098
Debtors	7	11,340	747
		<u>12,519</u>	<u>56,845</u>
CURRENT LIABILITIES			
Amounts falling due within one year	8	(11,366)	(6,057)
		<u>1,153</u>	<u>50,788</u>
NET ASSETS		<u><u>1,453</u></u>	<u><u>51,485</u></u>
FUNDS			
Unrestricted - General		(4,747)	36,491
Unrestricted - Designated		300	698
Restricted		5,900	14,297
Total funds carried forward at 31 May 2023	10	<u><u>1,453</u></u>	<u><u>51,485</u></u>

Approved by the Board of Trustees on XXXX and signed on their behalf by:


 Valerie Lindsay, Chair

The notes on pages 10 to 16 form an integral part of these accounts

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS
For the year ended 31 May 2023

1. ACCOUNTING POLICIES

Basis of Accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value. The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity constitutes a public benefit entity as defined by FRS 102.

At 31 March 2022 the general fund is in deficit by £4,447. Significant new funding has been secured for the new financial year and as a result the trustees expect the charity to be able to meet its liabilities as they fall due for a period of at least 12 months from approval of the accounts. Given this, they conclude the charity is a going concern and continue to adopt the going concern basis for preparing the accounts.

Income

All income is included in the Statement of Financial Activities when the charity has entitlement, it is probable that the resources will be received and the monetary value be measured with sufficient reliability.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Irrecoverable VAT is charged against the category of resource expended for which it was incurred. The following specific policies are applied to particular categories of expenditure:

- Costs of raising funds comprise those costs directly associated with generating donations and fundraising income.

Charitable activity expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them, including governance costs. Indirect expenditure is allocated between activities based on staff time.

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Assets are initially recorded at cost and only assets over £500 are capitalised. Depreciation is provided in annual instalments over the estimated useful lives of the assets. The rates of depreciation are as follows:-

- Motor vehicles - 25.00% straight line per annum
- Computer equipment - 33.33% straight line per annum

Restricted funds

Unrestricted funds are income receivable without specified purpose and are available as general funds.

Designated funds

This fund represents the net book value of fixed assets.

Restricted funds

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through terms of appeal.

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS (continued)
For the year ended 31 May 2023

3. EXPENDITURE

	Note	2023 Total £	2022 Total £
<i>Raising funds:</i>			
Professional fees - fundraiser		-	4,800
Advertising and marketing		1,969	-
<i>Charitable activities:</i>			
Consultancy		4,947	2,637
Staff salaries	4	123,676	112,080
Staff training		100	-
Workshop leaders		1,371	1,801
Volunteer costs		1,444	1,193
Professional fees		5,103	7,415
Insurance		4,047	2,813
Depreciation		398	398
Subscriptions		162	436
Room hire		1,082	748
Rent		11,028	5,854
General expenses		3,071	332
Bank charges		78	102
Refreshments		-	12
Printing, postage and stationery		11,595	8,240
IT software and consumables		867	940
Entertaining		612	678
<i>Charitable activities - Governance costs:</i>			
Independent examination fees		1,560	1,500
		<u>173,110</u>	<u>151,979</u>

Included above is restricted expenditure amounting to £42,890 (2022 - £62,473). All other expenditure was unrestricted.

4. STAFF COSTS AND TRUSTEES REMUNERATION

	Total £	Total £
Staff salaries	114,211	103,118
Social security costs	7,118	5,571
Pension costs	2,347	3,391
	<u>123,676</u>	<u>112,080</u>

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS (continued)
For the year ended 31 May 2023

4. STAFF COSTS AND TRUSTEES REMUNERATION (CONTINUED)

The average number of employees during the year was as follows: -

	2023 £	2022 £
Chief Executive Office	1	1
Project Coordinators	1	1
	2	2

No employee received emoluments of £60,000 or more during the current or previous year.

No trustees received any remuneration during the current or previous year.

No trustees were reimbursed for any expenditure incurred during the year (2022 - £nil).

Donations from trustees during the year totalled £Nil (2022 - £nil).

5. NET INCOME / (EXPENDITURE) FOR THE YEAR

	Total £	Total £
<i>This is stated after charging: -</i>		
Depreciation	398	398
Independent Examiner's fees	1,560	1,500
	1,958	1,898

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS (continued)
As at 31 May 2023

6. FIXED ASSETS	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1 June 2022	30,236	9,247	39,483
Additions / Disposals in the year	-	-	-
	<u>30,236</u>	<u>9,247</u>	<u>39,483</u>
Depreciation			
At 1 June 2022	30,236	8,549	38,785
Charge for the year	-	398	398
	<u>30,236</u>	<u>8,947</u>	<u>39,183</u>
Net Book Value			
At 31 May 2023	<u>-</u>	<u>300</u>	<u>300</u>
At 31 May 2022	<u>-</u>	<u>698</u>	<u>698</u>
7. DEBTORS		2023	2022
		£	£
Prepayments		-	-
Grant debtors		11,340	747
Other debtors		-	-
		<u>11,340</u>	<u>747</u>
8. CREDITORS		2023	2022
		£	£
Accruals and deferred income		4,583	3,181
PAYE and social security		3,846	2,116
Pension payable		438	761
Loan from G Richards		2,500	-
		<u>11,366</u>	<u>6,057</u>
9. DEFERRED INCOME		2023	2022
		£	£
Opening balance brought forward		-	-
Released in the year		-	-
		<u>-</u>	<u>-</u>

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS (continued)
For the year ended 31 May 2023

10. MOVEMENT IN FUNDS

	At 1 June 2022	Income	Expenditure	Transfers	At 31 May 2023
	£	£	£	£	£
Restricted Funds					
City of Edinburgh Council	-	11,340	(10,740)	-	600
Carlowie Castle	1,117	-	(1,117)	-	-
Edinburgh Decorative & Fine Arts	60	-	(60)	-	-
KPE4 Trust	2,700	-	(2,700)	-	-
Leith Benevolent Association	853	-	(853)	-	-
Tides Foundation	1,284	-	(1,284)	-	-
Museums & Galleries	4,683	-	(4,683)	-	-
JP Marland Charitable Trust	3,000	-	(3,000)	-	-
Scottish Council - Kickstart Funding	600	-	(300)	-	300
Amazon Literary Partnership	-	5,000	(5,000)	-	-
Faithful & Gould	-	3,154	(3,154)	-	-
Urban Union	-	5,000	-	-	5,000
James Finkelstein	-	10,000	(10,000)	-	-
	<u>14,297</u>	<u>34,494</u>	<u>(42,890)</u>	<u>-</u>	<u>5,900</u>
Unrestricted Funds					
General Funds - Charitable	36,491	88,982	(130,220)	-	(4,747)
General Funds - HMRC JRS	-	-	-	-	-
Designated Funds	698	(398)	-	-	300
	<u>37,188</u>	<u>88,585</u>	<u>(130,220)</u>	<u>-</u>	<u>(4,447)</u>
Total Funds	<u>51,485</u>	<u>123,079</u>	<u>(173,110)</u>	<u>-</u>	<u>1,453</u>

Restricted Funds

City of Edinburgh Council - funding received to assist with writing workshops at primary and high schools and also publishing costs.

Carlowrie Trust - funding received as part of an award to support the creation of SPA Sidekick and poetry workshops.

Edinburgh Decorative & Fine Arts - funding received to support the reprint of Leithers Guide.

KPE4 Trust - funding received to support Primary School workshops.

Leith Benevolent Association - funding received to support Leith Academy workshops.

Tides Foundation - funding received via Blackrock to support writing workshops in high schools.

Museums & Galleries - funding received to support costs of our Year of Stories 2022 event.

The J P Marland Charitable Trust - funds received to support writing workshops and publishing at Broughton High School.

Scottish Council - Kickstart Funding - funding received to support salary and related costs for a part-time social media co-ordinator on a 6 month contract.

Amazon Literary Partnership - funding to support Young Writers, Young Voices.

Faithful & Gould - funding to support publication of a primary school book.

Urban Union - funding to support writing workshop at Craigmoynton HS in 2023.

James Finkelstein - funding for staff salaries and social media consultant.

SUPER POWER AGENCY
NOTES TO THE ACCOUNTS (continued)
For the year ended 31 May 2023

11. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total funds £
At 31 May 2023			
Tangible fixed assets	300	-	300
Net current assets	(4,747)	5,900	1,153
	<u>(4,447)</u>	<u>5,900</u>	<u>1,453</u>
At 31 May 2022			
Tangible fixed assets	698	-	698
Net current assets	36,491	14,297	50,788
	<u>37,188</u>	<u>14,297</u>	<u>51,485</u>

12. COMMITMENTS

As at the year end the charity had no capital commitments (2021: £nil).

13. OPERATING LEASE COMMITMENTS

	Land & buildings £	Other £	Total 2023 £	Total 2022 £
At 31 May 2023				
Tangible fixed assets	5,400	-	5,400	5,400
	<u>5,400</u>	<u>-</u>	<u>5,400</u>	<u>5,400</u>