

APPENDIX 1

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Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	1st	April	2021	To	31st	March	2022

Reference and administration details

Charity name	Zambia Therapeutic Art						
Other names charity is known by	ZTA						
Registered charity number	SC045462						
Charity's principal address	East Broomhill						
	Harburn						
	West Calder						
	West Lothian				Postcode EH55 8RE		

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joanna Pearce	Chair		
2	Vera Steele	Secretary		
3	Simon Willoughby-Booth	Treasurer		
4	Scott Renton			
5	Jamie Dale		1.4.21 – 15.11.21	
6	Caroline Buckland			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

SCIO Constitution

Trustee recruitment and appointment

Trustees are recruited by public advertisement and appointed by the board.

Objectives and activities

Charitable purposes

The provision of education - providing training to professionals and students in the use of 'Therapeutic Art'. This will be achieved by providing practice-based training programmes and clinical supervision informed by our pilot programmes, the latest research and global policies in this field, and the in-country needs of communities, the Ministry of Health of Zambia together with mental health and disability organisations in Zambia.

2. To undertake research in order to further explore and establish an evidence base for training in the use of 'Therapeutic Art' and to disseminate findings to add to the mental health knowledge base and policies at local and global levels.
3. To advance health via improvements in patient/client care, which are achieved by the work of professionals trained in Therapeutic Art

Summary of the main activities in relation to these objects

1. Providing training for mental health professionals and students in Zambia to enable them to use Therapeutic Art as part of their practice.
2. Training Zambian trainers to enable them to deliver locally based and sustainable training in Zambia.
3. Developing the monitoring and evaluation of the outcomes of Therapeutic Art training in Zambia and its contribution to local health systems and the establishing a programme of research.
4. Disseminating the outcomes of ZTA's work through publications and presentations.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

The year has been one of progress but not without setbacks, mostly relating to funding. However much has been achieved. Jamie Dale has retired as Trustee but is happy to support us when needed, we have two new volunteers, Taha Blici, social media and Claire McDonald, fundraising and they with Diana, have really strengthened the team.

ZTA and TAZ have worked together on developing more specialist uses of TA skills: training for HIV peer counsellors in conjunction with CIDRZ, CYP training for special needs teachers and others, delivering the Trauma protocol, delivering workplace well-being workshops for Challenges in- country teams. These are in addition to delivery of the ZTA course and the Y to W inputs. We were contacted by CTYA, Contact Trust Youth Association who are wanting to include Art Therapy in a new programme funded by Grand Challenges Canada. Lesley, Liz and Mwazanji were able to do introductory training for them during the visit and it is hoped this project will develop.

Despite the funding disappointments there have been 2 trips to Zambia in 2022 to contribute to this work. Lesley and Joanna early in the year, CYP training and Trauma protocol delivery, and Lesley and Liz in August to complete the CYP training. Funding was successfully sought from LUSH, Old Saint Pauls Church, Baillie Gifford and Destiny Church. MAITS has also contributed to 2 of the trips and we received a generous donation from an ex-Trustee, Colin Boxer.

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Financial review

Brief statement of the charity's policy on reserves

ZTA has a small current account reserve to utilise in delivering its work in Zambia but holds no other reserves. It aims to hold sufficient to meet its fixed costs for one year ahead.

Details of any deficit

None

Donated facilities and services (if any)

None

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Other optional information

(Achievements and Performance Continued)

It continues to be a priority to provide support for TAZ to relieve some of the organisational pressure and enable them to continue these developments and expand their reach. There are currently two funding applications out there focussing on this and the maintenance of ZTA as an organisation, to the Network for Social Change and to FORE.

Our social Media presence has been kick started by the team, Scott, Taha and Diana, with regular postings on various platforms.

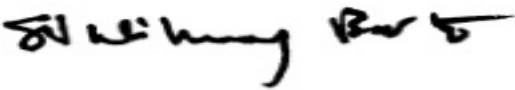
Our network of contacts with others working in Mental Health is expanding.

The achievements of this last year will hopefully be consolidated in the coming year and our goal to strengthen systems and increase resources for both TAZ and ZTA is crucial to maintain our progress.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Simon Nicholas Willoughby-Booth	
Position (e.g. Chair)	Treasurer	
Date	11.11.2022	

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Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	April	2021		31	March	2022

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	4,162	1,031			5,193	1,391
Legacies					-	
Grants		5,776			5,776	15,350
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	4,162	6,807	-	-	10,969	16,741
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	4,162	6,807	-	-	10,969	16,741
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,338	4,714			6,052	14,796
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	220
					-	
A3 Sub total	1,338	4,714	-	-	6,052	15,016
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	1,338	4,714	-	-	6,052	15,016
Net receipts / (payments)	2,824	2,093	-	-	4,917	1,725
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	2,824	2,093	-	-	4,917	1,725

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	2,747	515			3,262	1,537
	Surplus / (deficit) shown on receipts and payments account	2,824	2,093			4,917	1,725
	Cash on Currency Cards	764	500			1,264	264
						-	
	Cash and bank balances at end of year	6,335	3,108	-	-	9,443	3,526
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
Total			-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
Total			-	-	-

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
Total			-	-

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
Total			-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
SN Willoughby-Booth	S.N Willoughby-Booth	11.11.2022

Section C Notes to the Accounts

C1 Nature and purpose of funds
(may be stated on analysis of funds worksheets)

All ZTA unrestricted funds go towards the delivery of its charitable purposes in Zambia and restricted funds are for the support of projects there. The charity holds no assets in Scotland and aims to have none in future.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

No trustee expenses were incurred during this period as all meetings continued to be held remotely because of COVID

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
General donations	4,162				4,162	1,391
Qatar Airways reimbursement		1,031			1,031	
					-	
					-	
Total	4,162	1,031	-	-	5,193	1,391
	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Scottish Government International Development grant			-	14,850
CORRA Foundation			-	500
Old St Paul's Grant		2,276	2,276	
Lush Wellness Fund		3,500	3,500	
Total	-	5,776	5,776	15,350
	-	-	-	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
Total	-	-	-	-	-	-
	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Scottish Gpvernment International Development Grant		554			554	14,296
CORRA Foundation					-	500
ZTA Unrestricted funds	1,338				1,338	220
Old St Paul's grant		2,276			2,276	
Lush Wellness Fund		1,884			1,884	
					-	
					-	
					-	
					-	
					-	
Total	1,338	4,714	-	-	6,052	15,016
	-	-	-	-	-	reference error

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
ZTA						
Receipts						
Donations	4,162				4,162	1,391
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	4,162	-	-	-	4,162	1,391
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	4,162	-	-	-	4,162	1,391
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,338				1,338	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	220
Sub total	1,338	-	-	-	1,338	220
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	1,338	-	-	-	1,338	220
Net receipts / (payments)	2,824	-	-	-	2,824	1,171
Transfers to / (from) funds						
Surplus / (deficit) for year	2,824	-	-	-	2,824	1,171

Nature and purpose of funds

All ZTA unrestricted funds are used to deliver our charitable purposes in Zambia

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Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Children & Young People Project	Scottish Government International Delopment Grant				
Receipts						
Donations	1,031				1,031	
Legacies					-	
Grants	5,776				5,776	15,350
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	6,807	-	-	-	6,807	15,350
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	6,807	-	-	-	6,807	15,350
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	4,160	554			4,714	14,796
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	4,160	554	-	-	4,714	14,796
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	4,160	554	-	-	4,714	14,796
Net receipts / (payments)	2,647	(554)	-	-	2,093	554
Transfers to / (from) funds					-	
Surplus / (deficit) for year	2,647	(554)	-	-	2,093	554

Nature and purpose of funds

CYP Project delivers training to Special Needs Teachers and Youth Workers in Zambia. Remaining funds from Scottish Government grant spent on capacity building in Zambia and UK.