

APPENDIX 1

OSCr

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	2020	To	31st	March	2021

Reference and administration details

Charity name
Other names charity is known by

Registered charity number

Charity's principal address

Zambia Therapeutic Art

ZTA

SC045462

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	Rachel Bruce			
6	Caroline Buckland		Appointed 16.11.2020	
7	Jamie Dale		Appointed 16.11.2020	
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

A year on and the world is still in the grip of the Covid pandemic. The year has been one of constant adaptation and readjustment but still one of progress and achievement.

Two new Trustees have joined the ZTA Board, Jamie Dale and Caroline Buckland bringing much needed skills and experience. Rachel Bruce has formally withdrawn as Trustee due to ill health. Diana Mintal, who expressed interest in becoming a Trustee has become a volunteer and is working with the Research Group. We are also in the process of engaging volunteers to work with Fundraising and social media.

The Constitution was amended to allow of Board Meetings to be held remotely. An advantage of this has been the regular inclusion of Zambian colleagues in the meetings.

We have divided responsibilities/roles more effectively with Operational, Fundraising/Finance, Research and Digital/social media groups, all answerable to the full Board.

We have begun reviewing the Strategic Plan but the implications of the continuing Covid situation have delayed finalising the timescales needed for forward planning.

We were awarded a grant by the Scottish Government Department for International Development. This Capacity Building grant programme underwent several changes and the money that became available because no trips to Zambia from Scotland were possible, was, in agreement with CORRA, reallocated productively. Our interim and final reports were submitted to CORRA and received favourable feedback. The work with Challenges was successfully completed and ZART is registered now as TAZ (Therapeutic Art Zambia) and is establishing a business model and administrative structures. We were also awarded a micro-grant by The CORRA Foundation to support the development of digital communication tools for TAZ in Zambia. (Cont'd p3)

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 cont'd.

Delivery of the ZTA course has been impossible in the context of college closures and the impact on hospitals due to Covid but TAZ members have used their experience to develop an intervention piloted successfully as part of Challenges Youth to Work programme. This has been evaluated and will be adapted to become a regular part of the Programme. 2 members have also been introduced, with colleagues from Tanzania and Botswana to a trauma treatment protocol which we hope to pilot when possible. Implementation of the MoH proposal has been delayed. The reallocation of funds enabled a CPD day for TAZ including digital equipment, some publicity materials, Zoom licences and the piloting of remote training for CIDRZ staff and peer counsellors.

The UK Government decision to cut the Aid budget has had an impact on our funding strategy as the MRC grant and a THET Partnership grant that we were working towards were both withdrawn. The Scottish Government has not yet replaced the Small Grants programme with any funding streams relevant to our work. However Lesley and Liz have been awarded travel grants by MAITS for the CYP training and also some additional funding from Old St Paul's Episcopal Church. There is also an application to Lush awaiting a decision. It is hoped that a trip to deliver this training will be possible early 2022.

The relationship with the University of Edinburgh has been strengthened through a Masters Student placement and it is intended to establish a formal Partnership between ZTA, UoE and CIDRZ to pursue further joint working, research and possible funding applications.

TAZ and ZTA have established a draft 4-year development plan which the Fundraising group will be considering.

A year that could not have been foreseen but which has seen some interesting developments and consolidations as well as disappointments and setbacks.

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)	Joanna Pearce	S N Willoughby-Booth
Position (e.g. Chair)	Chair	Treasurer
Date	01/12/2021	01.12.2021

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2020		31	March	2021

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	1,391				1,391	2,663
Legacies					-	
Grants		15,350			15,350	9,800
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	1,391	15,350	-	-	16,741	12,463
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	1,391	15,350	-	-	16,741	12,463
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities		14,796			14,796	11,988
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other	220				220	
A3 Sub total	220	14,796	-	-	15,016	11,988
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	220	14,796	-	-	15,016	11,988
Net receipts / (payments)	1,171	554	-	-	1,725	475
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	1,171	554	-	-	1,725	475

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	1,537				1,537	1,062
	Surplus / (deficit) shown on receipts and payments account	1,725				1,725	475
	Cash on currency cards	264				264	264
						-	
	Cash and bank balances at end of year	3,526	-	-	-	3,526	1,801
	(Agree balances with receipts and payments account(s))						

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

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

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

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

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

Signature

Print Name

Date of approval

Simon Willoughby-Booth	Simon Willoughby-Booth	01.12.2021

Section C Notes to the Accounts

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

All ZTA funds are utilised for the delivery of its charitable purposes in Zambia. The charity holds no assets in Scotland.

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

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

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 travel expenses were incurred during this period as all meetings were held remotely.

ZAMBIA THERAPEUTIC ART

SC045462

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	1,391				1,391	2,663
					-	
					-	
					-	
Total	1,391	-	-	-	1,391	2,663

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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	14,850	9,800
CORRA Foundation		500	500	
			-	
			-	
Total	-	15,350	15,350	9,800

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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 Government international Development grant		14,296			14,296	9,800
CORRA Foundation		500			500	
ZTA unrestricted funds	220				220	2,188
					-	
					-	
					-	
					-	
					-	
					-	
Total	220	14,796	-	-	15,016	11,988

reference error

- -

reference error

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SC045462

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	1,391				1,391	2,663
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	1,391	-	-	-	1,391	2,663
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	1,391	-	-	-	1,391	2,663
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	2,188
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other	220				220	
Sub total	220	-	-	-	220	2,188
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	220	-	-	-	220	2,188
Net receipts / (payments)	1,171	-	-	-	1,171	475
Transfers to / (from) funds					-	
Surplus / (deficit) for year	1,171	-	-	-	1,171	475

Nature and purpose of funds

All ZTA unrestricted funds are utilised to deliver its charitable purposes in Zambia

ZAMBIA THERAPEUTIC ART

SC045462

Additional analysis (3)

6 Breakdown of restricted funds

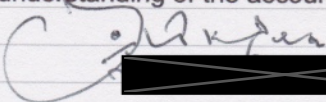

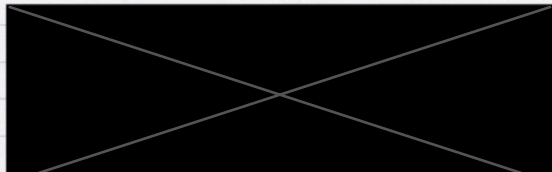
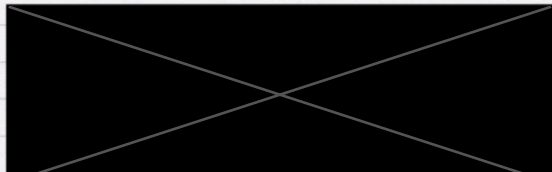
	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Scottish Government	CORRA				
Receipts						
Donations					-	
Legacies					-	
Grants	14,850	500			15,350	9,800
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	14,850	500	-	-	15,350	9,800
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	14,850	500	-	-	15,350	9,800
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	14,296	500			14,796	9,800
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	14,296	500	-	-	14,796	9,800
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	14,296	500	-	-	14,796	9,800
Net receipts / (payments)	554	-	-	-	554	-
Transfers to / (from) funds						
Surplus / (deficit) for year	554	-	-	-	554	-

Nature and purpose of funds

Scottish Government grant to build capacity in Zambia services and CORRA grant to buy digital communication equipment in Zambia.

OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts v2					
Report to the trustees/members of	Charity name	ZAMBIA THERAPEUTIC ART (ZTA)					
	Registered charity number	SC045462					
	On the accounts of the charity for the period	Period start date				Period end date	
	Day	Month	Year	to	Day	Month	Year
	01	04	2020		31	03	2021
Set out on pages	1-6						(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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.</p>						
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 accounts.</p>						
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 						
Signed:					Date:	7.12.2021	
Name:							
Relevant professional qualification(s) or body (if any):							
Address:							

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose