

MOVE ON

**DIRECTORS' ANNUAL REPORT
AND FINANCIAL STATEMENTS**

**For the year ended
31 March 2016**

**Company Registration Number SC178293
Charity Number SC026983**

WHITELAW WELLS
Statutory Auditor
9 Ainslie Place
Edinburgh
EH3 6AT

MOVE ON

**Directors' Annual Report and Financial Statements
for the year ended 31 March 2016**

CONTENTS	PAGE
Directors' Annual Report	1
Independent Auditors' Report to the Members and Directors	13
Income and Expenditure Account	15
Statement of Financial Activities	16
Balance Sheet	17
Statement of Cash Flows	18
Notes Forming Part of the Financial Statements	19

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

The directors are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2016 which are also prepared to meet the requirements for a trustees' report and accounts for Charity Law purposes.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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

As defined in the Articles of Association, Move On's company objects are:

"To prevent and relieve poverty, advance education, advance citizenship and community development and to relieve those in need by virtue of age, ill health, disability, financial hardship or other disadvantage".

Move On's purpose:

To unlock the potential of vulnerable young people and those affected by homelessness so they can improve their lives

Move On's critical objectives:

- Support vulnerable young people and those affected by homelessness to raise their aspirations and build confidence
- Empower vulnerable young people and those affected by homelessness to take control over their own futures and achieve their goals
- Deliver flexible, responsive services across Scotland to meet the needs of our service users

Values

We act with Integrity	We are each personally accountable for the highest standards of behaviour, including honesty and fairness in all aspects of our work.
We Empower	Through all our activities we aim to build confidence and self-belief in those we work with, unlocking their potential, and providing them with the tools to help themselves
We are Supportive	We are committed to openness and trust in all relationships. We understand that our continued success requires us to provide the education, support, opportunities and development needed to help all our staff, volunteers, board members and service users grow.
We treat people with Respect	We recognise the significant contributions that come from the diversity of individuals and ideas. We will listen to those we work with, seeking to understand their expectations and concerns. We will consistently treat others with the respect they deserve and will challenge where appropriate.
We are Creative and Flexible	We seek to learn from best practice. We constantly review the effectiveness of our work, and are open to alternative ways of achieving outcomes. We are willing to change and adopt innovative approaches.
We take responsibility for Quality	We will strive for continuous improvement and respond vigorously and effectively to change. Each of us is responsible for the quality of whatever we do.

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

Strategies

To achieve our purpose and critical objectives, Move On has identified eight strategies:

- Improve people's employability prospects
- Increase people's ability to develop life skills and make positive choices
- Homelessness prevention
- Increase people's resilience
- Increase the number of service users and volunteers
- Develop new approaches to meet changing needs of service users and volunteers
- Increase organisational resilience
- Offer staff, volunteers and Board members opportunities for growth and development

Activities

To achieve the identified strategies, we have identified a number of activities that we will carry out:

- Provide volunteering opportunities
- Provide literacy and numeracy support
- Provide mentoring and befriending support
- Provide advice and information on a range of issues in a range of settings
- Provide money and debt advice
- Deliver employability training guidance, advice and information
- Provide housing support that meets the needs of the user
- Partnership working, including sharing and accessing advice, information and resources
- Develop new and existing services
- Implement income generation plan
- Develop and deliver successful social enterprise models
- Increase brand awareness
- Engage service users and volunteers in organisational development
- Improve processes and systems to support the business
- Ensure we have an effective Board
- Develop and implement Staff, Board and volunteer training programme

During the period, Move On delivered a wide range of support and employability services, targeting vulnerable young people and those affected by homelessness. These included:

- Provision of money and debt advice
- Provision of 1:1 and group based adult numeracy and literacy services
- Provision of housing support for those who had experienced or who were threatened with homelessness
- Befriending support for homeless people to enable them to settle in the community
- Mentoring support for vulnerable, particularly care experienced young people, enabling them to set and achieve goals and move along the employability pathway
- "Youth and Community Skills" employability training
- Provision of advice and guidance in schools for young people on a range of issues, using a peer education model
- Training and support for care experienced young people to participate as "Young Inspectors" playing an active role in the inspection of social work services in Scotland
- Provision of capacity building support for other charities
- Provision of employability programmes
- Provision of fit for purpose surplus food through our "FareShare" franchise to organisations working with people in food poverty.

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

With such a variety of services provided, a wide range of criteria were used to assess whether or not our services were successful. These reviewed service user and volunteer's progress taking into account a number of "soft" and "hard" outcomes. Put simply, Move On is an outcomes-based organisation, meaning that we exist to enable people to achieve positive outcomes in their lives. Our performance measurement systems measure the successes and positive change, achieved by the people we support, in their lives. Examples of indicators include access to (and sustainment of) training, employment and education, growth in confidence and work skills, increase in social networks, achievement of personal goals, gaining qualifications etc.

Volunteering

Move On has a volunteer team (not including Board members) of 183 active volunteers. Volunteers contribute an enormous amount towards the effectiveness and capacity of Move On's services. Put simply, without volunteers we would be unable to deliver many of our services.

Key volunteering roles include:

- 44 Peer educators
- 108 Mentors
- 13 Befrienders
- 18 FareShare "core" volunteers

Peer educators usually have experience of homelessness and/or being in care. They use this life experience to develop and deliver advice and information sessions for others on a range of issues including; homelessness, health, citizenship, employability etc.

Mentors come from all walks of life and are matched on a 1:1 basis with a vulnerable young person for up to 18 months. They meet them weekly usually for around three hours.

Befrienders volunteer to meet regularly with homeless people to help them build their own support networks and access resources, services and facilities in their local community.

FareShare volunteers carry out a range of tasks essential to the successful running of Move On's FareShare food social enterprise. Tasks include; driving our refrigerated vans and making deliveries, dealing with customers collecting food, making up food orders, ensuring the warehouse is tidy and clean and sorting, weighing and storing food.

On average Mentors and befrienders devote up to three hours per week to Move On, with peer educators devoting around six hours (depending on their current life circumstances). The commitment of our FareShare volunteers is on average 11 hours per week.

We estimate that each year our volunteers, between them, contribute around 37,000 hours of their time to Move On, which is the equivalent of more than 1,000 x 35 hour weeks (or more than 20 full time staff members!).

ACHIEVEMENTS AND PERFORMANCE

Progress - General

While this year has seen the ongoing successful delivery of a broad range of services, enabling service users and volunteers to achieve significant positive progress in their lives, there have been a number of other significant organisational developments, namely; embracing social enterprise, investment in Move On infrastructure and external independent evaluation.

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

- We committed significant time and financial resources to grow our FareShare Glasgow and the West of Scotland social enterprise, while also agreeing to develop an Edinburgh-based social enterprise delivering social impact (through offering employability options), environmental impact and generating income through trading).
- We have invested considerable capital sums in a new Glasgow office and a new training and food warehouse, as well as adopting and piloting a new information management system.
- We commissioned an external review of our mentoring services, underwent Investors in Young People accreditation and also had external inspections of our Visiting Support Service and food warehouse.

This year saw the conclusion of our initial relationship with Pilotlight, which was very successful, with their input being a crucial factor in the development of an updated Move On business plan (2015-2018), fully involving staff and led by the board. Board members were fully involved in the Pilotlight relationship and this proved helpful in terms of enabling new board members to settle into their roles. As part of this process staff and board members updated the board member induction pack and related materials. We also developed and improved our income generation reporting for the board offering much more useful and accurate information, including comparisons with previous year's performance.

Move On conducted a benchmarking exercise in partnership with 11 partner agencies to compare Move On salaries and terms and conditions to examine how competitive our "offer" is to staff and applicants. As a result of this we will be carrying out an additional staff survey regarding their priorities for improving terms and conditions as well as putting together a salary action plan following the benchmarking exercise.

We made great progress in terms of developing a digital strategy for Move On, with the establishment of a working group made up of staff and board members looking at improvements to the Move On website and more effective use of social media. We also adopted a new recording database which will greatly improve our information management and reporting capacity. This has been piloted throughout the year, with a full roll out anticipated in autumn/winter 2016.

Move On underwent an Investors in Young People evaluation and achieved an enhanced "Silver" standard. The evaluation involved a series of face to face interviews with Move On staff and an external consultant, looking at Move On's ability to attract, maintain, train and support younger members of staff.

Progress - Housing Education Service

The Housing Education Service offers vulnerable young people information, advice and employability opportunities. We target those aged between 16 and 28 who are undergoing, or approaching the transition to living independently, with advice and information in order to better prepare them for this challenge. Many of the young people who we work with are homeless or care experienced.

The service includes programmes aimed at young people in residential schools, group work, tailored workshops, intensive one to one work, life skills preparation, as well as advice and information programme for mainstream schools. While there are a number of other sources of information and advice available for young people, our Housing Education Service uses the skills and experiences of young people themselves as peer educators. Young people who have experienced homelessness and in many cases being looked after, are recruited, trained and supported by Move On staff to

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

become volunteer peer educators, delivering information and advice workshops based on their real life experiences. Following feedback from participants, we re-branded this programme as Youth and Community Skills (or YCS), with an increased focus on preparing young people with an interest in progressing towards, youth, community and social work.

The year saw a concerted attempt to attract income through increasing sales of programmes to schools, with capacity building support from the Scottish Government's "Just Enterprise" programme. We undertook a considerable amount of work, involving developing and circulating bespoke marketing materials as well as a mixture of approaches to contact schools (face to face, "cold call", letter, e-mail, attendance at educational conferences and using existing contacts). Despite this activity we were unable to secure new business, with schools clearly citing budget constraints as the chief limiting factor. As a result we have ceased to actively target new schools as potential paying customers for our programmes.

Benefits of this service for the young people are many and varied; they can access accurate and useful advice in an accessible format, raise concerns and queries and think through the implications of certain choices. During the year our volunteers delivered 63 workshops for 1,026 young people.

The volunteer peer educators also benefit significantly, gaining skills and confidence as a result of their involvement, leading them towards and into employment, further education and training. In addition, many become inspired to take an even more active role in volunteer work within the community.

Out of the 51 volunteer peer educators in Edinburgh and Glasgow, since volunteering with us:

- 5 have progressed into either full or part time employment
- 18 moved into further education or training options
- 24 gained SQA accredited qualifications
- No one became homeless while volunteering with us, with more than 33% of people reporting improvements in their accommodation situation.

Move On is a member of the Edinburgh Housing Advice Partnership (EHAP), a formal partnership led by CHAI and also involving Four Square, Changeworks and Granton Information Centre. As part of this partnership, Move On is responsible for delivering housing advice and information in Edinburgh's secondary schools. This year has seen us continue to target younger pupils in S3, focus more on schools in the most disadvantaged communities in the city and move the focus away from one-off advice sessions towards delivery of more intensive group-work programmes.

Move On's long standing relationship with the Care Inspectorate has continued and we have trained another group of care experienced young people to participate in the inspection and improvement process for Care and Support Services. Volunteers become Young Inspectors actively participating in every stage of the inspection process. They bring their relevant personal life experience to bear when talking to vulnerable young people as well as a range of senior professionals.

Progress - Mentoring

This year, Move On has taken a number of positive steps to improve the quality of our mentoring services and to grow and develop our services. These have included:

- Appointing a new Mentor Co-ordinator to work between Edinburgh and Glasgow with a remit to improve service quality

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

- Commissioning the University of Edinburgh's Centre for Research on Families and Relationships (CRFR) to undertake an independent evaluation of our mentoring services.
- Open up our Edinburgh mentoring service to people affected by homelessness through attracting additional funding.

At the end of the year, we had 108 active volunteer mentors (20 more than at the same time last year), recognising the growth of this area of activity. These mentors include a number of "peer mentors" with personal experience of being looked after in care. We continue to link volunteer adult mentors, drawn from all walks of life, with disadvantaged young people. In this year, across all mentoring services we matched 80 young people with a mentor (as opposed to 69 the previous year).

Our core mentoring service in Edinburgh targets young people leaving care or attending social, emotional, behavioural difficulty (SEBD) schools. This year we matched 23 young people with mentors with an additional 11 matches continuing from the previous year. Young people matched with a mentor have experienced a wide range of positive outcomes; with 1 accessing employment, 6 accessing further education and 12 sustaining school despite experiencing significant difficulties. Move On's mentoring service is externally evaluated through the Scottish Mentoring Network (SMN) and Move On has now achieved the "Scottish Mentoring Service Quality Award". At the SMN annual conference held in Edinburgh in November, Move On was presented with the Mentoring Project of the Year award, a significant achievement reflecting the input of our staff and volunteers as well as the high quality of our mentoring services.

The evaluation undertaken by CRFR included more than 40 interviews with stakeholders, mentors and mentees. A service logic model was developed through discussion with all stakeholders and this was then tested through the interview process. The evaluation identified considerable positive elements of our service as well as highlighting several areas for improvement. These are being progressed by the newly appointed Mentoring Co-ordinator. We are currently working on disseminating the findings externally so other providers can benefit from the exercise.

Inspiring Scotland

Inspiring Scotland supports Move On to deliver employability support for young people, not involved in any kind of training, education, or employment, aged between 14 and 19. The service aims to support young people towards and into positive destinations. As well as committing significant funds to Move On for up to 10 years, Inspiring Scotland has delivered significant non-financial support to help us strengthen our overall business and sustainability. This has been in the form of free, or reduced price consultancy, as well as pro bono support through Inspiring Scotland's network of individual and corporate supporters (including invaluable mentoring support for Move On's Executive Director).

This was another successful year, with outcomes marginally exceeding agreed targets. In the reporting period January – December 2015, despite a slow start, with low levels of outcomes achieved in the first two quarters, 4 additional schools programmes in the last two quarters helped ensure we met our targets of supporting 137 young people into positive destinations. With Move On's support; 11 young people secured employment, 107 education destinations and 20 training opportunities. In addition many achieved softer outcomes such as gaining confidence and increasing basic work skills.

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

In order to deliver this service, Move On has had to establish and develop positive links and relationships with many agencies. Schools, other Inspiring Scotland-supported "Ventures", statutory agencies, specialist support providers, to name a few. These links have proved instrumental in opening up other opportunities and were a key factor in Move On's participation in Connect2 a Glasgow wide employability programme led by Glasgow City Council targeting the city's most excluded school leavers not in positive destinations. More recently this experience was crucial in Move On's success in securing places through Skills Development Scotland's Employability Fund for the second year running.

Visiting Support Service

Our Edinburgh-based Visiting Support Service provides user-led housing support in the community for people who have experienced homelessness. The service is delivered as part of the Gateway Consortium, led by Bethany Christian Trust and provides support for up to six months for people, living in their own accommodation, offering practical and emotional support enabling them to sustain independent living within the community.

The service is registered with the Care Inspectorate and was last inspected in December 2015. As can be seen from the table below, we have increased our score each inspection, achieving "Very Good" across every area we were inspected. Copies of the inspection are publicly available and can be found on-line at the Care Inspectorate website at www.scswis.com.

Date	Support	Environment	Staffing	Management
08 Dec 2015	5 - Very Good	no grade available	5 - Very Good	5 - Very Good
27 Sep 2013	5 - Very Good	no grade available	5 - Very Good	4 - Good
20 Sep 2010	4 - Good	no grade available	4 - Good	4 - Good

The service includes a befriending element, matching people who have experienced homelessness with volunteer befrienders. We continue to recruit, train and support volunteer befrienders who are making a huge positive contribution to Move On's work and to the lives of homeless people. Our current team of 13 befrienders is delivering much needed support for people in the community, who are remaining suitably accommodated, not returning to homelessness and developing their life skills.

Following extensive negotiations and discussions with the City of Edinburgh Council and voluntary sector partners to re-design visiting support services across the city, the contract for the delivery of our Visiting Support Service has changed with the introduction of payment by results.

Literacies

Move On has continued to deliver community-based literacies work in Glasgow. Our Literacy Tutors have worked with 88 people (against a target of 70). This year, the service has been targeted more towards engaging with young people, 46 of who made positive progress in their family, community or working life as a result of improved literacy skills (against a target of 40). 26 of the 35 adults the service supported (all affected by homelessness, addiction and/or poor mental health) improved their levels of literacy and numeracy (against a target of 20).

Our Literacies Tutors have continued to deliver a great deal of successful work with partner agencies including; Phoenix Futures, Cothram Eile, Rainbow House and Kirkhaven (all residential support for those with alcohol and substance misuse problems).

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

Money and Debt Advice

Move On's "MADAS" Money and Debt Advice service has continued to deliver much needed income maximisation, and money and debt advice work. This is targeted at vulnerable young people, those affected by homelessness and at people with mental health difficulties (though a partner agency Flourish House). With support from our Money and Debt Advice worker, service users maximised their incomes and/or had debts written off with a value of more than £237k.

FareShare

FareShare is a UK-wide initiative, which takes surplus "fit for purpose" food from the food and drink industry and distributes it to organisations working with disadvantaged people in the community. Through our links with the UK food and drink industry we access surplus food (surplus due to being; over-ordered, wrongly labelled etc.) and divert it away from landfill and towards agencies supporting disadvantaged people. Move On operates the franchise for Glasgow and the West of Scotland. By the end of the year we had 58 partner agencies all accessing food on a regular basis. These partners or "Community Food Members" (CFMs), as we call them, received 400 tonnes of surplus food (reaching our target for the year), saving them in the region of £750k on their food bills and allowing them to provide more than 950,000 meals for disadvantaged people in food poverty.

Move On spent much of the year preparing for a move to a new food depot, which we carried out in early May 16. We secured new premises for our FareShare Glasgow and West of Scotland warehouse, quadrupling our storage capacity, meaning we can manage sort, store and distribute more food and increase our related employability offers. These premises have been equipped with brand new freezers and chillers (with financial support from Co-operative Glasgow) increasing the kinds and quantities of food we can handle.

FINANCIAL REVIEW

The charity generated a surplus for the year of £211,876 (2015: £36,522). Total income amounted to £1,118,556 (2015: £886,422), of which £840,385 (2015: £687,670) was related to restricted projects and £278,171 (2015: £198,752) to unrestricted funds. At the balance sheet date the unrestricted reserves were £309,840 (2015: £210,165), with £210,734 (2015: £98,533) in restricted funds.

Reserves policy

Move On's Board adopted a policy to build reserves which would allow current activities to continue for a short period of time if a major funder ceased to support our work. This time would be used to secure further funding, and /or ensure that the support needs of those affected could be met by other providers. The Directors are continuing to work towards building such a reserve, to enable Move On to operate in a more secure environment, benefiting both staff and our service users.

Free reserves, being unrestricted and undesignated funds not represented by tangible fixed assets, should be between three and six months of expenditure, or around £250,000 to £500,000. At this level, the Directors feel that they would be able to continue the current activities of the charity for a short time in the event of a significant drop in funding. It would obviously be necessary to consider how the funding would be replaced or activities changed. As at the year end, free reserves amounted to £309,840, representing around four months' worth of expenditure.

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

Principal Funding Sources

Move On would like to acknowledge the kind support of the following funders, without whom we would have been unable to deliver our service to the current standard, and provide services to as many people:

Big Lottery Fund (Investing in Communities), Big Lottery Fund (Young Start), FareShare UK, City of Edinburgh Council, Glasgow City Council, Glasgow City Council Co-operative Glasgow, Capital City Partnership, Glasgow Housing Association (Wheatley Group), Inspiring Scotland, Scottish Council for Voluntary Organisations (Digital Scotland and Community Jobs Scotland), the Scottish Government (HVGs and Fair Food Fund) and Skills Development Scotland.

Additionally we are grateful for the financial support of the following charitable organisations: 1970 Trust, Miss Agnes H. Hunter's Trust, Bank of Scotland Foundation, Misses Barrie Charitable Trust, Bellahouston Bequest Fund, Borrows Charitable Trust, BBC Children in Need/Hunter Foundation, Clipper Foundation, Dulverton Trust, Henry Smith Charity, Hope Trust, Hugh Fraser Foundation, Life Changes Trust, Paul Hamlyn Foundation, Royal Bank of Scotland, Russell Trust, Ryvoan Trust, STV Appeal, Tabhair Charitable Trust, Trades House of Glasgow, Volant Charitable Trust, Wood Foundation/Youth and Philanthropy Initiative, Yorkshire and Clydesdale Bank Foundation, Zero Waste Scotland and Zurich Community Trust (UK) Ltd.

Move On has a number of commercial relationships with other organisations, who purchase consultancy, programmes and other services from us. We recognise the importance of these and value them very highly. We look forward to sustaining and developing these relationships in the longer term.

Finally we would like to thank the following corporate supporters, Zurich Insurance Glasgow, DAC Beachcroft, Hard Rock Café (Glasgow), The Royal Bank of Scotland and Merchant City Yoga, who all generously supported our work.

Risk Management

As a key part of the business planning process, the Directors have conducted their own review of the major risks to which Move On is exposed and systems have been established to mitigate these risks. A detailed risk assessment is included in Move On's current Business Plan and this is now a standing item of Board business.

The Board have identified the following principal risks facing Move On:

- failure to replace reducing Inspiring Scotland (due to end 2018) income with alternative sources of income
- inability to achieve sustainable growth and developing new services in the face of the reduction in local government expenditure
- loss of key staff and Board members

Strategies for addressing the identified risks include:

- Improving board reporting on income generation progress, offering more accurate and easier to understand information
- Continuing to diversify income streams through a greater focus of resources on sponsored events, corporate relationships and promoting the Move On brand
- Continuing to identify grant funding and tender opportunities

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

- Developing relationships with other agencies in order to develop successful partnerships able to secure investment
- Expansion of Move On's social enterprise focus with the expansion of FareShare and the planning for the development of an Edinburgh-based enterprise
- Review of Move On terms and conditions of employment, seeking staff priorities for change
- Salary benchmarking exercise to ascertain how competitive Move On salaries are.

PLANS FOR THE FUTURE

Move On's plan for continued sustainability and growth involve ensuring a diverse income stream from a wide range of sources. The focus of the Executive Director's role on developmental activities as well as the employment of a full time Fundraiser are key steps to ensure we achieve this. We will also devote more resources to developing more corporate relationships as well as try to maximise the value of these. We continue to investigate social enterprise opportunities and seek to maximise sales of Move On services. Move On is becoming increasingly recognised as centre of excellence for mentoring and we are seeking ways in which to expand the size and scope of our mentoring services, while at the same time seeking to improve them. While acknowledging the significant financial pressures facing local government resulting in the need to find significant savings over the next few years, we continue to investigate possible tender opportunities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Move On is registered as a charity in Scotland (SCO26983). It is constituted as a company limited by guarantee and is bound by its Articles of Association.

Organisational structure

The Board of Directors has full responsibility for the effective running of Move On, ensuring that all legal and statutory requirements are met and that the services provided meet the needs of and are responsive to service users. The Board has key roles in terms of establishing strategic direction, setting budgets, and monitoring Move On's expenditure and income. The day to day running of the charity is delegated to the staff team, led by the Executive Director, John Hinton.

Move On has a Senior Management Team made up of the Executive Director, the Director of Operations and the Business Support Director. Their pay, along with other staff members, is set according to a Move On scale which was reviewed in 2015/16 through a benchmarking exercise.

Move On's Board members are recruited through a process of advertising vacancies with a view to filling particular gaps in board skills or expertise. Applicants then undergo a formal interview process, with the opportunity to observe the board prior to any formal offer being made. New Board members are provided with an induction pack of relevant information by the Company Secretary (updated in March 2016) and are offered a "buddy" who will meet them prior to meetings to discuss board business. In addition the Executive Director will meet with all new board members to share information about all aspects of Move On. Additionally individual board members are "twinned" with specific areas of the business to help build understanding and improve staff/board links. Ongoing training opportunities for Board members are identified by the Chairperson, Executive Director, Company Secretary and Board members themselves.

MOVE ON
Directors' Annual Report
for the year ended 31 March 2016

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	Move On
Company registration number	SC178293
Charity number	SC026983
Directors	Susan Elaine Burney Margaret Burns (Resigned 28 April 2015) Lisa Dawson (Appointed 23 June 2015) Arran Dewar (Treasurer, resigned 28 April 2015) Diarmid Campbell-Jack Pippa Coulson (Treasurer from 28 April 2015) Marion MacPhee Kevin McGlynn (Chair) Christopher Pearse Vivienne Sawers (Appointed 23 June 2015)
Company secretary	Brenda A McChlery
Senior management team	John M Hinton Executive Director Jim Burns Director of Operations Brenda McChlery Business Support Director
Operational addresses	4 th floor (2F1) 25 Greenside Place 24 St Enoch Square Edinburgh EH1 3AA Glasgow G1 4DB
Registered office	4 th floor 24 St Enoch Square Glasgow G1 4DB
Bankers	The Co-operative Bank PO Box 250 Delf House South Way WN8 6WT
Senior statutory auditor	Kevin Cattanach
Independent auditors	Whitelaw Wells Statutory Auditor 9 Ainslie Place Edinburgh EH3 6AT

MOVE ON

Directors' Annual Report

for the year ended 31 March 2016

RESPONSIBILITIES OF THE DIRECTORS

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and the incoming resources and application of resources, including the net income and expenditure for the year. In preparing those financial statements, the directors are required to:

- select suitable accounting policies, as described in note 1 to the accounts, and then apply them consistently;
- observe methods and policies of Charities SORP;
- make judgments and estimates that are prudent and reasonable;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which 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 Companies Act 2006. The directors 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 directors 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS


So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charity's auditors are unaware, and each director has taken all the steps he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

AUDITORS

A resolution to re-appoint Whitelaw Wells as auditors for the ensuing year will be proposed at the annual general meeting in accordance with sections 423 and 424 of the Companies Act 2006.

This report has been prepared in accordance with the provision of Part 15 of the Companies Act 2006 applicable to small companies.

Approved by the directors on 27 September 2016 and signed on their behalf by:


Kevin McGlynn
Chair

MOVE ON

Independent Auditors' Report to the Members and Directors for the year ended 31 March 2016

We have audited the financial statements of Move On for the year ended 31 March 2016, which comprise the Income and Expenditure Accounts, the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and Accounting and Reporting by Charities: 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 (FRS102) (effective 1 January 2015).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the company's directors, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the company's members 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement set out on page 12, the directors (who are also the trustees of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the accounts and non-financial information in the Directors' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

MOVE ON

Independent Auditors' Report to the Members and Directors for the year ended 31 March 2016

Opinion on the financial statements

In our opinion the financial statements:-

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 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, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 or the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of directors' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.



Kevin Cattnach
Senior Statutory Auditor
for and on behalf of Whitelaw Wells, Statutory Auditors
Whitelaw Wells is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006
9 Ainslie Place
Edinburgh
EH3 6AT

27 September 2016

MOVE ON

Income and Expenditure Account

for the year ended 31 March 2016

	Notes	2016 £	2015 £
<u>Income</u>			
<i>Donations</i>	3	25,609	11,676
<i>Charitable activities</i>			
Revenue grants & donations	4	785,724	687,670
Service level agreements		189,490	140,957
FareShare membership fees		52,536	33,575
<i>Other trading activities</i>			
Training & consultancy fees		6,419	10,712
Rental & other income		3,504	1,222
		-----	-----
		1,063,282	885,812
		-----	-----
<u>Expenditure</u>			
<i>Raising funds: staff costs</i>		38,843	38,457
<i>Charitable activities</i>	5	867,837	811,443
		-----	-----
		906,680	849,900
		-----	-----
Operating surplus		156,602	35,912
Bank interest receivable		613	610
		-----	-----
Surplus for the year		157,215	36,522
		=====	=====
 RECONCILIATION OF SURPLUS FOR THE YEAR TO TOTAL FUNDS			
Surplus for the year		157,215	36,522
Capital grants received in the year	4	54,661	-
		-----	-----
		211,876	36,522
Total funds brought forward		308,698	272,176
		-----	-----
Total funds carried forward	12	520,574	308,698
		=====	=====

The notes on pages 19 to 28 form part of these financial statements.

MOVE ON

Statement of Financial Activities

for the year ended 31 March 2016

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
<u>Income and endowments from:</u>					
<i>Donations</i>	3	25,609	-	25,609	11,676
<i>Charitable activities</i>					
Grants	4	-	840,385	840,385	687,670
Service level agreements		189,490	-	189,490	140,957
FareShare membership fees		52,536	-	52,536	33,575
<i>Other trading activities</i>					
Training & consultancy fees		6,419	-	6,419	10,712
Rental & other income		3,504	-	3,504	1,222
<i>Investments</i>					
Bank interest receivable		613	-	613	610
		_____	_____	_____	_____
Total income		278,171	840,385	1,118,556	886,422
		_____	_____	_____	_____
<u>Expenditure on:</u>					
<i>Raising funds: staff costs</i>		38,843	-	38,843	38,457
<i>Charitable activities</i>	5	-	867,837	867,837	811,443
		_____	_____	_____	_____
Total expenditure		38,843	867,837	906,680	849,900
		_____	_____	_____	_____
Net income/(expenditure) for the year before transfers	2	239,328	(27,452)	211,876	36,522
Transfers	12	(139,653)	139,653	-	-
		_____	_____	_____	_____
Net movement in funds for the year		99,675	112,201	210,734	36,522
Total funds at 1 April 2015		210,165	98,533	308,698	272,176
		_____	_____	_____	_____
Total funds at 31 March 2016	12	309,840	210,734	520,574	308,698
		=====	=====	=====	=====

The results for the year derive from continuing activities.
There are no gains or losses other than those shown above.

The notes on pages 19 to 28 form part of these financial statements.

MOVE ON
Balance Sheet
as at 31 March 2016

	Notes	£	2016 £	2015 £
Fixed assets				
Tangible assets	7		54,775	-
Current assets				
Debtors	8	162,092		81,982
Cash at bank and in hand		371,759		259,593
			533,851	341,575
Creditors: amounts falling due within one year	9	(68,052)		(32,877)
Net current assets			465,799	308,698
Net assets	11		520,574	308,698
Funds				
Unrestricted	12		309,840	210,165
Restricted	12		210,734	98,533
			520,574	308,698

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

These financial statements were approved by the directors on 27 September 2016 and are signed on their behalf by:



Kevin McGlynn
 Director - Chair



Pippa Coulson
 Director - Treasurer

The notes on pages 19 to 28 form part of these financial statements.

MOVE ON
Statement of Cash Flows
for the year ended 31 March 2016

	2016	2015
	£	£
Cash flows from operating activities:		
Net cash provided by operating activities (below)	166,328	35,342
Cash flows from investing activities:		
Bank interest received	613	610
Purchase of tangible fixed assets	(54,775)	-
Net cash used in investing activities	(54,162)	610
Change in cash and cash equivalents in the reporting period	112,166	35,952
Cash and cash equivalents brought forward	259,593	223,641
Cash and cash equivalents carried forward	371,759	259,593
Cash and cash equivalents		
Instant access bank deposits	363,883	252,685
Cash in hand	7,876	6,908
	371,759	259,593
Reconciliation of net income to net cash flow from operating activities		
Net income for the year (as per Statement of Financial Activities)	211,876	36,522
Adjusted for:		
Bank interest received	(613)	(610)
(Increase) in debtors	(80,110)	(17,835)
Increase in creditors	35,175	17,265
Net cash provided by operating activities	166,328	35,342

The notes on pages 19 to 28 form part of these financial statements.

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

1. Accounting policies

(a) Basis of accounting

The accounts have been prepared under the historical cost convention and are in accordance with the Companies Act 2006, the Charities and Trustees Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and Accounting and Reporting by Charities: 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 (FRS102) (effective 1 January 2015).

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

The Directors consider that there are no material uncertainties about the ability of the charity to continue as a going concern for the foreseeable future. Accordingly, the accounts have been prepared on a going concern basis.

(b) Reconciliation with Previous Generally Accepted Accounting Practice

In preparing the accounts, the Directors have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required. Accordingly, no reconciliation of opening funds or net income / (expenditure) has been prepared.

(c) Income

All income is included in the Statement of Financial Activities when the charity has entitlement and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Where entitlement is not conditional on the delivery of a specific performance by the charity, donations and grants are recognised when the charity becomes unconditionally entitled to the income. Where related to performance and specific deliverables, donations and grants are accounted for as the charity earns the right to consideration by its performance.
- Income from other trading activities is recognised as earned, which is when the related services are provided.
- Income is only deferred where entitlement conditions have not been met or related services have not been provided as at the year end.
- Investment income is included when receivable.
- The charity is grateful for volunteers and donations-in-kind, which are not recognised in the accounts as the benefit to the charity cannot be reasonably quantified.

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

1. Accounting policies (continued)

(d) Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation. The charity is not registered for VAT and, accordingly, expenditure is shown gross of irrecoverable VAT.

- Charitable 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.
- Cost of raising funds comprises those staff costs associated with preparing funding applications and meeting grant monitoring requirements. This is based on a percentage estimate of the total time spend by each person on this activity.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- Resources expended are charged to a particular activity where the cost relates directly to that activity. The cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function, is apportioned on the basis of number of full time equivalent staff working on each project.

(e) Operating lease rentals

Rentals applicable to operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged against the Statement of Financial Activities on a straight line basis over the life of the lease.

(f) Pension costs

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. Contributions payable to the scheme are charged to Statement of Financial Activities in the period to which they relate.

(g) Fixed assets

All fixed assets are initially recorded at cost. Fixed assets costing in excess of £500 are capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Property improvements - Straight line over the life of the lease
- Office equipment - 25% straight line
- Fixtures and fittings - 20% straight line

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

1. Accounting policies (continued)

(h) Unrestricted reserves

Unrestricted funds are incoming resources generated for the objects of the charity without further specified purpose and are available as general funds. Designated funds are unrestricted funds that have been earmarked by the directors for a specific purpose.

(i) Restricted reserves

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure that meets these criteria is charged to the fund together with a fair allocation of management and support costs.

2. Net income/(expenditure) for the year

	2016	2015
	£	£
This is stated after charging: -		
Auditors' remuneration: Audit fee	3,750	3,500
Accounts preparation	2,750	1,600
	<u> </u>	<u> </u>

No directors were paid during the year (2015: none). During the year no directors were reimbursed expenses (2015: one director, £49). Professional indemnity insurance for the directors is included within the charity combined insurance policy.

All grants shown at note 4 were restricted in both the current and previous years. All other income was unrestricted in both the current and previous years.

During the year there was unrestricted expenditure amounting to £38,843 (2015: £10,013) and restricted expenditure amounting to £867,037 (2015: £839,887).

3. Donations (unrestricted)

	2016	2015
	Total	Total
	£	£
Scottish Council for Voluntary Organisations	7,751	-
Wood Foundation Youth Philanthropy Initiative	3,000	-
MacRoberts LLP	-	2,500
Other donations individually less than £2,000	14,858	9,176
	<u> </u>	<u> </u>
	25,609	11,676
	<u> </u>	<u> </u>

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

4. Grants (restricted)

	2016	2015
	Total	Total
	£	£
Inspiring Scotland	242,700	232,700
Big Lottery Fund Grant (Investing in Communities)	83,896	121,714
Glasgow City Council (including £54,661 capital grant)	80,370	59,937
FareShare UK	82,840	28,888
City of Edinburgh Council	45,723	39,714
Connect2	34,253	-
Wheatley Group	32,400	-
BBC Children in Need/Hunter Foundation	32,036	-
Henry Smith Charity	30,000	18,000
Scottish Government	25,000	25,000
Life Changes Trust	23,094	-
Bank of Scotland Foundation	18,862	-
Dulverton Trust	16,800	16,800
Wheatley Group	15,000	-
Royal Bank of Scotland	13,017	-
Paul Hamlyn Foundation	11,654	29,177
The Volant Trust	10,000	-
Miss Agnes H. Hunter's Trust	8,000	8,000
Zero Waste Scotland	7,788	-
Scottish Council for Voluntary Organisations	6,440	5,000
Zurich Community Trust (UK) Ltd.	5,000	5,000
STV Appeal/Trades House of Glasgow	3,000	-
The Hugh Fraser Foundation	3,000	-
Hope Trust	1,500	3,750
Foundation Scotland	-	27,641
Moffat Trust	-	25,000
Venture Trust	-	13,532
MacRoberts LLP	-	3,200
Hugh Stenhouse Foundation	-	3,000
Souter Charitable Trust	-	3,000
The 1970 Trust	-	3,000
Flourish House	-	2,508
Dr Guthrie's Association	-	2,000
Ponton House Trust	-	2,000
The Nancie Massey Charitable Trust	-	2,000
Other grants individually less than £2,000 in both years	8,012	7,109
	840,385	687,670
	840,385	687,670

MOVE ON

Notes Forming Part of the Financial Statements for the year ended 31 March 2016

5. Charitable expenditure

	Basis of allocation	Housing Education	Inspiring Scotland	Literacy	Money & Debt Advice	Mentoring	FareShare	Visiting Support	Wood Recycling	2016 Total	2015 Total
	£	£	£	£	£	£	£	£	£	£	£
Costs directly allocated to activities											
Administration	<i>Direct</i>	3,314	4,336	539	115	1,510	2,162	1,737	-	13,713	14,207
Professional fees	<i>Direct</i>	-	-	-	-	4,990	1,200	676	7,788	14,654	-
Property costs	<i>Direct</i>	10,408	22,225	2,792	2,262	10,124	17,843	6,868	-	72,522	94,508
Publicity	<i>Direct</i>	147	147	-	-	47	780	-	-	1,121	-
Staff costs, training & recruitment	<i>Direct</i>	80,582	201,273	21,926	16,047	78,743	79,375	54,978	-	532,924	473,834
Telephone	<i>Direct</i>	3,740	4,766	391	401	2,034	877	1,194	-	13,403	12,119
Travel & transportation	<i>Direct</i>	1,363	2,744	192	83	419	32,782	1,797	-	39,380	30,190
Volunteer & service user costs	<i>Direct</i>	14,558	35,134	44	13	8,258	19,708	1,488	-	79,203	63,102
Miscellaneous	<i>Direct</i>	-	-	-	46	-	-	-	-	46	2,752
		<u>114,112</u>	<u>270,625</u>	<u>25,884</u>	<u>18,967</u>	<u>106,125</u>	<u>154,727</u>	<u>68,738</u>	<u>7,788</u>	<u>766,966</u>	<u>690,712</u>
Support costs allocated to activities											
Administration	<i>Staff time</i>	2,393	5,150	684	380	2,401	2,309	1,580	-	14,897	14,759
Insurance	<i>Staff time</i>	398	858	114	63	400	385	263	-	2,481	2,477
Directors' meeting expenses	<i>Staff time</i>	23	50	7	4	23	22	15	-	144	492
Professional fees	<i>Staff time</i>	1,126	2,424	322	179	1,130	1,087	744	-	7,012	5,000
Publicity	<i>Staff time</i>	8	17	2	1	8	8	6	-	50	6,624
Staff costs & training	<i>Staff time</i>	11,499	24,753	3,287	1,826	11,542	11,098	7,597	-	71,602	85,334
Telephone	<i>Staff time</i>	64	137	18	10	64	61	42	-	396	2,424
Travel & transportation	<i>Staff time</i>	603	1,298	172	96	605	582	398	-	3,754	3,583
Miscellaneous	<i>Staff time</i>	85	185	24	13	86	83	58	-	526	38
		<u>16,199</u>	<u>34,872</u>	<u>4,630</u>	<u>2,572</u>	<u>16,259</u>	<u>15,635</u>	<u>10,704</u>	<u>-</u>	<u>100,871</u>	<u>120,731</u>
Total charitable expenditure		<u>130,311</u>	<u>305,497</u>	<u>30,514</u>	<u>21,539</u>	<u>122,384</u>	<u>170,362</u>	<u>79,442</u>	<u>7,788</u>	<u>867,837</u>	<u>811,443</u>

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

5. Charitable expenditure

Included above are Governance Costs of £7,156 (2015: £5,492) in respect of auditors' remuneration, professional fees and directors' meeting expenses.

6. Staff costs and numbers

	2016	2015
	£	£
Salaries and wages	564,624	539,882
Social security costs	45,772	43,682
Pension costs	17,113	2,456
	<hr/>	<hr/>
	627,509	586,020
	<hr/> <hr/>	<hr/> <hr/>

No employee received emoluments of more than £60,000 (2015: none).

Key management personnel received total remuneration amounting to £102,878 (2015: £101,859) during the year.

The average monthly number of employees during the year, calculated on a head count basis, was as follows:

	2016	2015
	No.	No.
Senior management	3	3
Administrative and support staff	2	2
Service provider staff	25	23
	<hr/>	<hr/>
	30	28
	<hr/> <hr/>	<hr/> <hr/>

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

7. Tangible fixed assets

	Property improvements £	Office equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2015	1,058	7,403	2,585	11,046
Additions	54,775	-	-	54,775
Disposals	(1,058)	(3,371)	(332)	(4,761)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2016	54,775	4,032	2,253	61,060
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation				
At 1 April 2015	1,058	7,403	2,585	11,046
Depreciation charge	-	-	-	-
Eliminated on disposals	(1,058)	(3,371)	(332)	(4,761)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2016	-	4,032	2,253	6,285
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net Book Value				
At 31 March 2016	54,775	-	-	54,775
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2015	-	-	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

8. Debtors

	2016 £	2015 £
Grants receivable	111,941	52,102
Prepayments and other debtors	50,151	29,880
	<hr/>	<hr/>
	162,092	81,982
	<hr/> <hr/>	<hr/> <hr/>

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

9. Creditors: amounts falling due within one year

	2016	2015
	£	£
Deferred income	11,315	7,359
Accruals and other creditors	56,737	25,518
	68,052	32,877
	68,052	32,877

Deferred income	FareShare membership	Grants	Total 2016	Total 2015
	£	£	£	£
Balance at 31 March 2015	7,359	-	7,359	9,494
Released to Statement of Financial Activities	(7,359)	-	(7,359)	(9,494)
Amounts received and deferred during the year	11,315	-	11,315	7,359
	11,315	-	11,315	7,359
	11,315	-	11,315	7,359

10. Commitments under operating leases

The following operating lease payments were committed to be paid as at the year-end:

	2016		2015	
	Buildings	Equipment	Buildings	Equipment
	£	£	£	£
Within one year	22,500	15,937	10,333	3,728
Between one and five years	80,000	1,300	11,367	2,988
In more than five years	78,333	-	-	-
	178,333	17,237	21,700	6,716
	178,333	17,237	21,700	6,716

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Tangible fixed assets	-	54,775	54,775
Net current assets	309,840	155,959	465,799
	<hr/>	<hr/>	<hr/>
Net assets at 31 March 2016	309,840	210,734	520,574
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

12. Restricted funds

	At 1 April 2015 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2016 £
Unrestricted funds					
General fund	210,165	278,171	(38,843)	(139,653)	309,840
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total unrestricted funds	210,165	278,171	(38,843)	(139,653)	309,840
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Restricted funds					
Housing Education Team:-					
Big Lottery Fund (Young Start)	12,609	-	(12,609)	-	-
Other funding	20,596	122,933	(117,702)	-	25,827
Inspiring Scotland	-	248,950	(305,499)	56,549	-
Mentoring	-	152,507	(122,386)	-	30,121
Literacy	-	32,149	(30,514)	-	1,635
Visiting Support	-	2,075	(79,441)	77,366	-
MADAS:-					
Big Lottery Fund (Young Start)	14,800	-	(14,800)	-	-
Other funding	-	999	(6,737)	5,738	-
Fare Share:-					
Big Lottery Fund (Investing In Communities)	31,136	83,896	(80,076)	-	34,956
Other funding	19,392	189,088	(90,285)	(54,775)	63,420
Wood Recycling	-	7,788	(7,788)	-	-
Fixed Asset Fund	-	-	-	54,775	54,775
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total restricted funds	98,533	840,385	(867,837)	139,653	210,734
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds	308,698	1,118,556	(906,680)	-	520,574
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

MOVE ON

Notes Forming Part of the Financial Statements

for the year ended 31 March 2016

The *Big Lottery Fund Young Start* grant was provided to support the *Housing Education Service Volunteer Excellence Programme*, which falls partly under *Housing Education Team* activities and partly under *MADAS* activities. The *Wood Recycling* fund represents a grant to undertake a feasibility study into a potential new social enterprise. The *Fixed Asset Fund* represents the net book value of assets acquired using restricted funds which still have restrictions on use attached.

A description of the nature of the other restricted funds is set out in the Directors' Annual Report.

The transfers from the *General Fund* to the *Inspiring Scotland, Visiting Support and FareShare* funds represent contributions from related income from service level agreements and/or training and consultancy fees, which are treated as unrestricted and included in the *General Fund*.

The transfers from the *General Fund* to the *Literacy* and *MADAS* funds represent contributions from the *General Fund* to cover excess costs.

The transfer from *Fare Share Fund* to the *Fixed Asset Fund* represents the cost of fixed assets acquired during the year from the former.

13. Related party transactions

No one individual had control of the charity during the year.

There were no related party transactions during the year as required to be disclosed by Financial Reporting Statement for Smaller Entities.

14. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

15. Company limited by guarantee

The members have each agreed to contribute £1 in the event of the company being wound up. The number of members at 31 March 2016 was 4 (2015: 4).