

CHARITY NO: SC026983

COMPANY NO; SC178293

**MOVE ON
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

MOVE ON
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	Susan Burney Lisa Dawson Diarmid Campbell-Jack (resigned 24 January 2017) Pipa Coulson (resigned 24 January 2017) Marion McPhee Kevin McGlynn Christopher Pearse (resigned 27 September 2016) Vivienne Sawers Yasmin Nabi (appointed 20 June 2017) Martin Cullen (appointed 20 June 2017) Ashok Kahindra (appointed 30 September 2017)
Chief Executive	John M Hinton
Company Secretary	Brenda A McChlery
Principal Office	4 th Floor 24 St Enoch Square Glasgow G1 4DB
Charity Number:	SC026983
Company Number:	SC178293
Independent Auditors	Wylie & Bisset LLP 168 Bath Street Glasgow G2 4TP
Bankers	The Co-operative Bank PLC PO Box 250 Delf House Southway Skelmersdale WN8 6NY

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Report of the Trustees for the year ended 31 March 2017

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2017.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 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 published on 16 July 2014.

The legal and administrative information on page one forms part of this report.

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.

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Values (Cont'd)

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.

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, Move On has identified a number of activities which 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

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Report of the Trustees for the year ended 31 March 2017

Activities (Cont'd)

During the last 12 months, 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
- 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 training and personal development programmes
- Provision of fit for purpose surplus food through our "FareShare" franchise to organisations working with people in food poverty.

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

As at 31 March 2017, Move On had a volunteer team (not including Board members) of 157 active volunteers. Volunteers contribute an enormous amount towards the effectiveness and capacity of Move On's services. Without our amazing volunteers, we would be unable to deliver many of our services.

Key volunteering roles are represented by:

- 24 Peer educators
- 106 Mentors
- 8 Befrienders
- 19 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.

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Volunteering (Cont'd)

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 (often referred to us by our community-based partner organisations who access food) 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, greeting 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 between April and March, our volunteers contributed around 36,000 hours of their time to Move On, which equates to a time commitment of more than 1,000 x 35 hour weeks, (the equivalent in time of almost 20 full time staff members!).



Volunteers loading up on of Move On's refrigerated vans at the old Food and Training Depot

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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; developing our FareShare social enterprise, through moving to a new depot (and significantly increasing our food volumes and beneficiary numbers as a result) adding a new team of young trainees to the team, developing our activities around financial inclusion, and investing in Move On infrastructure through an office move and further development of a new information management system.

Following feedback from the staff survey and information from exit interviews, Move On has embarked on a job evaluation and salary benchmarking exercise supported by an external consultant. Working with a separate consultant and again following feedback from the staff team, we are also investigating the establishment of flexible working for staff.

Following an in-depth evaluation of current recording systems and a review of possible alternatives, Move On has adopted the "Views" system as our new internal recording system. This will provide us with more responsive management information offering real time snapshot reports, as opposed to our current three monthly system. This will offer more detail regarding service user journeys and also help with our reporting to funders. The new system is currently being run alongside existing systems and we are planning to move over to the new systems with the intention of adopting the new system in full in the Autumn.

Progress - Housing Education Service

This year has seen a development of our Housing Education Service offering vulnerable young people information, advice and employability opportunities. The service targets 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. Young people who have experienced homelessness and in many cases being looked after, are recruited, trained and supported by Move On staff to become volunteer peer educators, delivering information and advice workshops based on their real life experiences. 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.

Due to an increase in paid opportunities for young people, such as apprenticeships, it has proved increasingly difficult to recruit young volunteers to our Housing Education Service. In response we have increased the employability focus of the programme and reduced the number of volunteer places we can offer.

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Progress - Housing Education Service (Cont'd)

In addition, with the support of Community Jobs Scotland, we have added a team of young trainees, (paid the living wage and working 25 hours each week) who have successfully been delivering our peer education activities. They have been able to use their relevant life experiences, including homelessness, prison and the care system to offer an accessible and relevant source of information for other young people. During the year our volunteers, staff and trainees delivered 234 workshop sessions reaching 525 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.

Out of the 24 volunteer peer educators in Edinburgh and Glasgow, since volunteering with us:

- 4 have progressed and or sustained either full or part time employment
- 4 have moved into further education or training options
- 11 reported improving their social networks



Two of our volunteers welcomed Kevin Stewart, Minister for Local Government and Housing, when he visited our Edinburgh office in December to find out more about the accessibility of statutory homelessness services.

Move On is a member of the Edinburgh Housing Advice Partnership (EHAP), a formal partnership led by Community Help and Advice Initiative (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, with a focus on the delivery of more intensive group-work programmes in schools in Edinburgh's more deprived communities.

Move On's long standing relationship with the Care Inspectorate has continued and we continue to train and support 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.

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Progress – Mentoring

“I’ve been in the care system since I was 8 and I’ve seen pals shipped off to Polmont and that and I’m determined not to do it. I’m determined to move on and make a new life for myself.” (Move On mentee April 2016)

This year, Move On has continued to develop, grow and improve our mentoring services. Actions have included:

- Implementing the recommendations contained in the external evaluation undertaken by Edinburgh’s Centre for Research on Families and Relationships (CRFR)
- Attracting additional funding through the Scottish Government’s “Intandem” portfolio (administered by Inspiring Scotland) to provide mentoring support for looked after young people aged 8 – 14 in Edinburgh and the Lothians
- Disseminating the good practice identified in the external evaluation

At the end of the year, we had 106 active volunteer mentors, including 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 70 young people with a mentor.

“I’ve learned how to grow up. At this time last year I was getting into a lot of trouble with the police and stuff, since Move On stepped in I’ve got none, no trouble. They stepped in when I needed it most.” (Move On mentee April 2016)

Our core mentoring services in Edinburgh target young people leaving care or attending social, emotional, behavioural difficulty (SEBD) schools, as well as those affected by homelessness. This year we matched 26 young people with mentors with an additional 19 matches continuing from the previous year. Young people matched with a mentor have experienced a wide range of positive outcomes; with 8 accessing further education or sustaining school despite experiencing significant difficulties. Move On’s mentoring service is externally evaluated through the Scottish Mentoring Network (SMN) and Move On retains the “Scottish Mentoring Service Quality Award”. At the SMN annual conference held in Glasgow on 17th November, Move On won the following awards:

- Care Experienced Young People Project of the Year
- Outstanding Employee Contribution to Mentoring Award: Shug McRoberts
- Outstanding Mentor Contribution to Mentoring Award: Danny McCrone
- Highly Commended Mentor: Steven McKinstry

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Progress – Mentoring (Cont'd)



The external evaluation of Move On's mentoring services (available from the Move On website – www.moveon.org.uk) was completed in April 2016, identifying key service improvement suggestions, as well as identifying areas of good practice.

The programme was especially valued by mentees, mentors, staff and partners for its flexibility and diversity. The programme has attracted mentors and mentees with diverse experiences and the style of mentoring, pace and goals was highly flexible. (CRFR Report Executive Summary April 2016)

With support from funders, SMN and CRFR, we worked hard to share the evaluation findings and in September, held a dissemination event in Edinburgh. Feedback from attendees was extremely positive and included:

"I thought it was excellent for Move On to host this event and showcase their evaluation and the impact that this had on staff and mentors."

"Very useful, input from the mentor was particularly thought-provoking. Enjoyed the mix of folk including young people."

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Move On mentor and mentee

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 supports 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 and coaching support for Move On's Executive Director).

This was another successful year, with outcomes again exceeding agreed targets. In the reporting period January – December 2016, with Move On's support, 18 young people secured employment, 117 education destinations and 23 training opportunities. In addition, many achieved softer outcomes such as gaining confidence and increasing basic work skills.

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. Despite this success, Move On was unsuccessful in our bid to secure places through Skills Development Scotland's Employability Fund for a third year running. Despite a very strong performance in 2016/17 with 70% outcome achievement rate, our performance was rated on the previous (our first) year's performance where we achieved only 30%.

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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 8 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. This co-production process has culminated in the service being re-tendered.

Literacies

Move On has continued to deliver community-based literacies work in Glasgow. Our Literacy Tutors have worked with 94 people (against a target of 70). The service continued to engage with young people (40 of who made positive progress in their family, community or working life as a result of improved literacy skills, against a target of 40) as well as adults. 28 of the 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).

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Literacies (Cont'd)



Move On service users participated in the "Aye Write" Glasgow Book Festival

As well as offering support from Move On service users and volunteers, our Literacies Tutors have continued to deliver a great deal of successful work with partner agencies including; Phoenix Futures, Cothram Eile and Rainbow House (all residential support for those with alcohol and substance misuse problems).

Money and Debt Advice and Financial Inclusion

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 (through 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 material financial value of more than £642k.

This year, we have increased our financial inclusion activities and along with partners Impact Arts and Swamp, Move On joined a Wheatley Group-led consortium to deliver money management training for young people in Glasgow. As well as complementing our existing Money and Debt Advice work, this will also be a good fit with our Money Advice Service-funded action research project measuring the impact of young person's money management workshops on their financial literacy.

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. FareShare operates across the UK on a franchise basis, with different partners operating different Regional Centres (RCs). Move On runs the Glasgow and the West of Scotland RC.

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FareShare (Cont'd)



Jamie Hepburn MSP and Minister for Employability and Training, together with Inspiring Scotland's Celia Tennant, met Move On staff, volunteers and trainees at the new Food and Training Depot in August

By the end of the year we had 59 partner agencies all accessing food on a regular basis. These partners or "Community Food Members" (CFMs), as we call them, received 656 tonnes of surplus food, allowing them to provide more than 1.5 million meals for disadvantaged people in Glasgow and the West of Scotland experiencing food poverty. Our CFMs pay a membership fee, which goes towards Move On's operational costs. Move On is working hard to increase CFM numbers to reach more people and to improve our longer term sustainability.

Move On moved into a new food depot in early May 2016. The new space in South Street in Glasgow's Whiteinch quadrupled our storage capacity, meaning we can manage sort, store and distribute more food and increase our related employability offers. The premises were equipped with brand new freezers and chillers (with financial support from Co-operative Glasgow), a new security and fire system, as well as a purpose built training and IT space. This increase in capacity has meant that as well as handling more food, we are able to accommodate Scotland-based colleagues working with FareShare UK and act as a central feeder for the three other Scottish RCs.

FINANCIAL REVIEW

The charity generated a deficit for the year of £113,785 (2016: surplus of £211,876). Total income amounted to £1,050,624 (2016: £1,118,556), of which £734,773 (2016: £840,385) was related to restricted projects and £315,851 (2016: £278,171) to unrestricted funds. At the balance sheet date, the unrestricted reserves were £357,492 (2016: £309,840), with £49,297 (2016: £210,734) in restricted funds.

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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 £330,875, representing around four months' worth of expenditure.

Principal Funding Sources

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

Big Lottery Fund Investing in Communities, Capital City Partnership, City of Edinburgh Council, FareShare UK, Glasgow City Council, Glasgow Housing Association (Wheatley Group), Inspiring Scotland, Money Advice Service, Scottish Government (HVGS and Fair Food Fund) and Skills Development Scotland.

Additionally we are grateful for the financial support of the following charitable trusts and foundations: Ann Jane Green Trust, Austin and Hope Pilkington Trust, BBC Children in Need/Hunter Foundation, Clipper Foundation, Dulverton Trust, Henry Smith Charity, Hope Trust, Hugh Fraser Foundation, Life Changes Trust, Miss Agnes H. Hunter's Trust, Paul Hamlyn Foundation, Royal Bank of Scotland, Volant Charitable Trust 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 say a huge thank you to the following corporate supporters; Zurich Insurance Glasgow, Upload Abode, The Royal Bank of Scotland (Graduate programme) ICS Learn and Merchant City Yoga, who all generously supported our work.

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Principal Funding Sources (continued)

Some partners such as Zurich and Merchant City Yoga have developed positive longer-term relationships with Move On. Upload Abode is our newest corporate partner, and has pledged 5% of all profits to support Move On's work. ICS Learn both supported their staff to raise funds for Move On and then matched this amount with a corporate donation. Royal Bank of Scotland staff, involved in the graduate programme, undertook a number of fundraising and sponsored challenges to support our work.



RBS Graduates Anniversary Challenge July 2016 fundraising for Move On.

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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 register 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 major risks facing Move On (all financial):

- failure to secure tenders for existing Move On services, when they are re-tendered
- failure to replace reducing Inspiring Scotland (due to end 2018) with alternative sources of grant income
- failure to secure tenders for new areas of work

Strategies for addressing the identified risks include:

- Continuing to identify grant funding and tender opportunities
- Continuing to diversify income streams through a greater focus of resources on sponsored events, corporate relationships and promoting the Move On brand
- Pro-actively developing relationships with other third sector 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 Waste Wood recycling enterprise
- Job evaluation and 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, part of the Business Support Director's time spent building corporate relationships, as well as the employment of a full time Fundraiser are key steps to ensure we achieve this objective. Move On is becoming increasingly recognised as a centre of excellence for mentoring and we continue to seek ways in which to expand the size and scope of our mentoring services, while at the same time seeking to improve them.

Move On's success in establishing FareShare Glasgow and the West of Scotland has offered relevant business and social enterprise experience and knowledge. In addition to the environmental impact of re-using surplus food and the social impact of addressing food poverty, this development has also helped to deliver high quality employability opportunities for our volunteers and service users. Wishing to replicate these kind of impacts in Edinburgh, Move On has investigated the feasibility of establishing a social enterprise recycling waste wood. With financial support from Zero Waste Scotland, we commissioned a feasibility study which highlighted the clear potential for such a business in Edinburgh. We received invaluable additional support from a team of young graduates from RBS, through a Pilotlight programme, who worked closely with Move On to develop a marketing and pricing plan for the new enterprise. Since then, we have been working to identify start-up funding and are aiming for a service start in later this year.

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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, was reviewed in 2015/16 through a "soft touch" benchmarking exercise. Again along with other staff members, all Move On Manager's pay will be reviewed through a further more in-depth job evaluation and salary benchmarking process commencing in March.

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 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. Ongoing training opportunities for Board members are identified by the Chairperson, Executive Director, Company Secretary and Board members themselves.

Key Management Personnel 2016/17

In addition to the trustees, who receive no remuneration, the key management personnel are;

- John Hinton, Chief Executive
- Brenda McChlery, Company Secretary
- Jim Burns, Director of Operations

The directors consider the board of directors, who are the Trust's trustees, and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the Trust on a day to day basis. All directors give of their time freely and no director received remuneration in the year. Details of directors' expenses are disclosed in note 11 to the accounts.

The remuneration for all posts including the pay of the senior management staff are considered on the basis of the responsibilities of the post, the market rate for similar positions and experience of the post holder. Remuneration for senior management is approved by the board.

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Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the Move On for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of Disclosure to the Auditor

In so far as the trustees are aware:

- there is no relevant audit information of which the charity auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

Approved by the trustees and signed on their behalf by:

Name:


KEVIN MCGLYNN

Date: 24th October 2017

MOVE ON
(A company limited by guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2017

We have audited the financial statements of Move On for the year ended 31 March 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the cashflow statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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. 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 auditors' 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 trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 18 the trustees (who are also the directors 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 Trustees 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 trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements 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.

Opinion on 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 2017 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; and
- have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

MOVE ON
(A company limited by guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2017

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees 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

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- 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 in preparing the directors report, and take advantage of the small companies' exemption from the requirement to prepare a strategic report.



Jenny Simpson
Senior statutory auditor
For and on behalf of Wylie & Bisset LLP, Statutory Auditor

168 Bath Street
Glasgow
G2 4TP

Wylie & Bisset LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Date 24th October 2017

MOVE ON
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2017

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £
Income and endowments from:							
Donations and legacies	4	22,570	-	22,570	25,609	-	25,609
Charitable activities	5	270,273	734,773	1,005,046	242,026	840,385	1,082,411
Other trading activities	6	21,616	-	21,616	9,923	-	9,923
Investments	7	1,392	-	1,392	613	-	613
Total Income		315,851	734,773	1,050,624	278,171	840,385	1,118,556
Expenditure on:							
Raising funds							
Raising donations & legacies	8	39,066	-	39,066	38,843	-	38,843
Charitable activities	10	229,133	896,210	1,125,343	-	867,837	867,837
Total Expenditure		268,199	896,210	1,164,409	38,843	867,837	906,680
Net income/(expenditure) for the year		47,652	(161,437)	(113,785)	239,328	(27,452)	211,876
Transfers between funds		-	-	-	(139,653)	139,653	-
Net movement in funds		47,652	(161,437)	(113,785)	99,675	112,201	211,876
Funds reconciliation							
Total Funds brought forward	18	309,840	210,734	520,574	210,165	98,533	308,698
Total Funds carried forward	18	357,492	49,297	406,789	309,840	210,734	520,574

The Statement of Financial Activities includes all gains and losses recognised in the year.


All income and expenditure derive from continuing activities.

MOVE ON
(A company limited by guarantee)
BALANCE SHEET AS AT 31 MARCH 2017

	Note	Total Funds 2017 £	Prior Year 2016 £
Fixed assets:			
Tangible assets	14	75,914	54,775
Total fixed assets		<u>75,914</u>	<u>54,775</u>
Current assets:			
Debtors	15	64,867	162,092
Cash at bank and in hand	21	371,615	371,759
Total current assets		<u>436,482</u>	<u>533,851</u>
Liabilities:			
Creditors falling due within one year	16	105,607	68,052
Net current assets		<u>330,875</u>	<u>465,799</u>
Total assets less current liabilities		<u>406,789</u>	<u>520,574</u>
Net assets		<u>406,789</u>	<u>520,574</u>
The funds of the charity:			
Restricted income funds	18	49,297	210,734
Unrestricted funds	18	357,492	309,840
Total charity funds		<u>406,789</u>	<u>520,574</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

Approved by the Trustees and signed on their behalf by:

Name: 

Name: 

Date: 24th October 2017

REGISTERED COMPANY NO: SC178293

MOVE ON
(A company limited by guarantee)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 MARCH 2017

	Note	Total Funds 2017 £	Prior Year 2016 £
<i>Cash flows from operating activities:</i>			
Net cash provided by operating activities	20	31,735	166,328
<i>Cash flows from investing activities:</i>			
Dividends, interest and rents from investments		1,392	613
Purchase of property, plant and equipment		(33,271)	(54,775)
Net cash (used in) investing activities		(31,879)	(54,162)
Change in cash and cash equivalents in the year		(144)	112,166
Cash and cash equivalents brought forward	21	371,759	259,593
Cash and cash equivalents carried forward	21	371,615	371,759

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

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

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 18.

(c) Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

1. Accounting Policies (continued)

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service deferred until the criteria for income recognition are met (see note 17).

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

- Costs of raising funds comprised staff costs;
- Expenditure on charitable activities includes Social Enterprise, Support, Training & Employability and other activities undertaken to further the purposes of the charity and their associated support costs;

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

(e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised. Refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on the number of individual grant awards made in recognition that the administrative costs of awarding, monitoring and assessing research grants, salary support grants and postgraduate scholarships are broadly equivalent. The allocation of support and governance costs is analysed in note 9.

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

(g) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged as follows:

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

(h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 11. There were no outstanding contributions at the year end.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****2. Legal status of the Charity**

The charity is a registered Scottish charity.

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

3. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2016: £nil). No expenses were paid to or waived by trustees (2016: £nil).

During the year no trustee had any personal interest in any contract or transaction entered into by the charity (2015: none).

4. Income from donations and legacies

	2017	2016
	£	£
Donations	22,570	25,609
	<u>22,570</u>	<u>25,609</u>

5. Income from charitable activities

	2017	2016
	£	£
Social Enterprise	212,936	333,308
Support	296,076	360,523
Training & Employability	496,034	388,580
	<u>1,005,046</u>	<u>1,082,411</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****6. Income from other trading activities**

	2017 £	2016 £
Training & consultancy fees	2,641	6,419
Rental & other income	18,975	3,504
	<u>21,616</u>	<u>9,923</u>

7. Investment income

	2017 £	2016 £
Bank Interest	1,392	613
	<u>1,392</u>	<u>613</u>

8. Raising funds

	Direct Costs £	Support Costs £	Total 2017 £	Total 2016 £
Staff costs	39,066	-	39,066	38,843
	<u>39,066</u>	<u>-</u>	<u>39,066</u>	<u>38,843</u>

9. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

Cost type	Total allocated £	Social Enterprise £	Support £	Training & Employability £	Basis of Apportionment
Staff costs	136,371	32,930	43,184	60,257	Staff time
Administration	13,477	3,254	4,268	5,955	Staff time
Insurance	2,657	642	841	1,174	Staff time
Professional fees	8,708	2,103	2,758	3,848	Staff time
Property costs	1,572	380	498	695	Staff time
Publicity	1,685	407	533	744	Staff time
Telephone	376	91	119	166	Staff time
Travel & Transport	6,910	1,669	2,188	3,053	Staff time
Volunteer & service user costs	53	13	17	23	Staff time
Miscellaneous	7,567	1,827	2,396	3,343	Staff time
Depreciation	12,132	2,929	3,842	5,361	Staff time
Total	<u>191,508</u>	<u>46,245</u>	<u>60,644</u>	<u>84,619</u>	

Governance costs:

	2017 £	2016 £
Audit Fee	3,995	3,750
Accounts preparation	3,975	2,750
Directors meetings expenses	160	144
Professional fees	-	512
	<u>8,130</u>	<u>7,156</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****9. Allocation of governance and support costs (Cont'd)**

Allocation of governance and other support costs:	Support Costs	Governance	2017 £	2016 £
Social Enterprise	46,245	1,964	48,209	26,086
Support	60,644	2,574	63,218	47,733
Training & Employability	84,619	3,592	88,211	34,208
Total allocated	191,508	8,130	199,638	108,027

10. Analysis of expenditure on charitable activities

	Social Enterprise	Support	Training & Employability	Total	2016
	£	£	£	£	£
Staff costs, training & recruitment	103,497	213,146	313,942	630,585	532,924
Administration	6,292	4,805	5,401	16,498	13,713
Professional fees	1,200	676	-	1,876	7,498
Property Costs	62,414	26,472	34,993	123,879	72,522
Publicity	133	2,998	838	3,969	1,121
Telephone	3,419	5,568	7,945	16,932	13,403
Travel & transportation	35,448	3,398	5,239	44,085	39,380
Volunteer & service user costs	14,400	12,683	46,475	73,558	79,203
Miscellaneous expenses	576	5,665	8,082	14,323	46
Governance costs (note 9)	1,964	2,574	3,592	8,130	7,156
Support costs (note 9)	46,245	60,644	84,619	191,508	100,871
	275,587	338,629	511,127	1,125,343	867,837

11. Analysis of staff costs and remuneration of key management personnel

	2017 £	2016 £
Salaries and wages	715,204	564,624
Social security costs	53,518	45,772
Employer contributions to defined contribution pension schemes	28,974	17,113
Total staff costs and employee benefits	797,696	627,509

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****11. Analysis of staff costs and remuneration of key management personnel (Cont'd)**

The charity made £28,974 of contributions to the pension plan on behalf of the employees (2016: £17,113).

No employees had employee benefits in excess of £60,000 (2016: Nil).

	2017	2016
	No.	No.
The average weekly number of persons, by headcount, employed by the charity during the year was:	42	30
	2017	2016
	£	£
Key Management Personnel remuneration	121,265	102,878

12. Net income/(expenditure) for the year

This is stated after charging:	2017	2016
	£	£
Depreciation	12,132	-
Auditor's remuneration:		
Audit fees	3,995	3,750
Accountancy services	-	2,750

13. Government Grants

Included within income from charitable activities are the following government grants:

Scottish Government - £98,780 (2016 - £25,000). The funding was received in order to facilitate the provision of the Housing education and Fareshare services.

City of Edinburgh Council - £77,927 (2016 - £45,723). The funding was received in order to facilitate the provision of the Housing education and Mentoring services.

Glasgow City Council - £62,500 (2016 - £80,370). The funding was received in order to facilitate the provision of the Literacy and Connect 2 services.

There were no unfulfilled conditions or conditions attached to these grants.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****14. Tangible Fixed Assets**

	Property Improvements £	Office Equipment £	Fixtures & Fittings £	Total £
Cost or valuation				
At 1 April 2016	54,775	4,032	2,253	61,060
Additions	-	-	33,271	33,271
Disposals	-	-	-	-
At 31 March 2017	<u>54,775</u>	<u>4,032</u>	<u>35,524</u>	<u>94,331</u>
Depreciation				
At 1 April 2016	-	4,032	2,253	6,285
Charge for the year	5,478	-	6,654	12,132
Eliminated on disposals	-	-	-	-
At 31 March 2017	<u>5,478</u>	<u>4,032</u>	<u>-</u>	<u>18,417</u>
Net book value				
At 31 March 2016	<u>54,775</u>	<u>-</u>	<u>-</u>	<u>54,775</u>
At 31 March 2017	<u>49,297</u>	<u>-</u>	<u>26,617</u>	<u>75,914</u>

15. Debtors

	2017 £	2016 £
Trade debtors	50,521	111,941
Other debtors	14,346	50,151
	<u>64,867</u>	<u>162,092</u>

16. Creditors: amounts falling due within one year

	2017 £	2016 £
Deferred income (Note 17)	34,326	11,315
Other creditors	71,281	56,737
	<u>105,607</u>	<u>68,052</u>

17. Deferred income

	£
Balance as at 1 April 2016	11,315
Amount released to income earned from charitable activities	(11,315)
Amount deferred in year	34,326
Balance as at 31 March 2017	<u>34,326</u>

Deferred income comprises Fare Share fees paid in advance by members and grants received for the year to 31 March 2018.

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

18. Analysis of charitable funds

Analysis of Fund movements 2017	Balance b/fwd £	Income £	Expenditure £	Transfers £	Fund c/fwd £
Unrestricted funds					
Fixed Asset Fund	-	-	-	26,617	26,617
Total designated funds	-	-	-	26,617	26,617
General funds	309,840	315,851	268,199	(26,617)	330,875
Total unrestricted funds	309,840	315,851	268,199	-	357,492
Restricted fund					
Housing Education:	25,827	-	25,827	-	-
Glasgow City Council	-	23,716	23,716	-	-
Edinburgh City Council	-	17,500	17,500	-	-
Dulverton Trust	-	16,800	16,800	-	-
Zurich Community Trust	-	5,000	5,000	-	-
Scottish Government	-	25,000	25,000	-	-
Royal Bank of Scotland	-	13,017	13,017	-	-
Reaching Higher	-	5,500	5,500	-	-
Glasgow City Council	-	31,009	31,009	-	-
Who Cares Scotland	-	9,500	9,500	-	-
Mentoring:	30,121	-	30,121	-	-
Children In Need	-	32,479	32,479	-	-
Life Changes Trust	-	37,996	37,996	-	-
Capital City Partnership	-	38,313	38,313	-	-
Intandem	-	7,652	7,652	-	-
Henry Smith Trust	-	30,000	30,000	-	-
CCP EPSIP	-	22,113	22,113	-	-
Paul Hamlyn Foundation	-	13,259	13,259	-	-
Inspiring Scotland:					
Inspiring Scotland	-	154,325	154,325	-	-
Glasgow City Council	-	19,200	19,200	-	-
Literacy	1,635	25,709	27,344	-	-
Fareshare:	34,956	62,919	97,875	-	-
Big Lottery Fund					
Fareshare - Other	63,420	-	63,420	-	-
Fundings:					
FareShare UK	-	13,366	13,366	-	-
Wheatley Group	-	15,000	15,000	-	-
Scottish Government	-	55,000	55,000	-	-
SCVO	-	60,400	60,400	-	-
Fixed Asset Fund	54,775	-	5,478	-	49,297
Total restricted funds	210,734	734,773	896,210	-	49,297
TOTAL FUNDS	520,574	1,050,624	1,164,409	-	406,789

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

18. Analysis of charitable funds (Continued)

- a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

Tangible Fixed Assets – Represent the net book value of the charity's unrestricted assets.

- b) The charity has the following restricted funds:

- Housing Education – Glasgow City Council; For Connect 2 employability training for disadvantaged school leavers plus costs.
- Housing Education - City of Edinburgh Council; For Children and Families YP volunteering.
- Housing Education – Dulverton Trust; To provide a peer education service to vulnerable YP.
- Housing Education – Zurich Community Trust; To provide housing education to vulnerable YP.
- Housing Education – Scottish Government; To provide housing education to vulnerable YP.
- Housing Education – Royal Bank of Scotland; For Fundraising for Housing Education.
- Housing Education – Reaching Higher; For Housing Education Training Costs.
- Housing Education – Glasgow City Council; For Aftercare support for young people 16-19 after attending Connect 2.
- Housing Education – Who Cares? Scotland; For Housing Education Training Costs.
- Mentoring – Children In Need; For care experienced and homeless YP 14-19.
- Mentoring – Life Changes Trust; For peer monitoring for care experienced YP.
- Mentoring – Capital City Partnership; For mentoring for homeless CEYP and in SEBD schools.
- Mentoring – Intandem; Mentoring for 8-14 year olds looked after at home in Edinburgh and Lothians.
- Mentoring – Henry Smith Trust; For mentoring for care experienced and homeless YP.
- Mentoring – CCP EPSIP; For mentoring for homelessness.
- Mentoring – Paul Hamlyn Foundation; For peer monitoring for care experienced young people.
- Inspiring Scotland; For 14-19 year olds, housing education and mentoring.
- Inspiring Scotland – Glasgow City Council; For employability training for vulnerable young people.
- Literacy Fund - Glasgow City Council; To provide literacy and numeracy support to people of all ages.
- FareShare - The Big Lottery grant covers MOFVEP Young People, Employability training & work experience for 16-25 year olds.
- FareShare – FareShare UK; To contribute to salary costs for Food Cloud.
- FareShare – Wheatley Group; To contribute to food costs.
- FareShare – Scottish Government; To contribute to part of Move On staff salaries.
- SCVO - Salaries for Reaching Higher (care experienced YP) and Community Jobs Scotland Trainees.
- The fixed Asset fund represents the net book value of assets acquired under using unrestricted which still have restrictions of the use attached.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****19. Net assets over funds**

As at 31 March 2017	Unrestricted Funds	Restricted Funds	Total 2017 £
Fixed assets	26,617	49,297	75,914
Current Assets			
Debtors	64,867	-	64,867
Cash at bank	371,615	-	371,615
Current liabilities	(105,607)	-	(105,607)
	<u>357,492</u>	<u>49,297</u>	<u>406,789</u>

As at 31 March 2016	Unrestricted Funds	Restricted Funds	Total 2016 £
Fixed assets	-	54,775	54,775
Current assets			
Debtors	162,092	-	162,092
Cash at bank	215,800	155,959	371,759
Current liabilities	(68,052)	-	(68,052)
	<u>309,840</u>	<u>210,734</u>	<u>520,574</u>

20. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2017 £	2016 £
Net (expenditure)/ income for the year (as per the Statement of Financial Activities)	(113,785)	211,876
Adjustments for:		
Depreciation charges	12,132	-
Dividends, Interest, and rents from investments	(1,392)	(613)
Decrease/(increase) in debtors	97,225	(80,110)
Increase in creditors	37,555	35,175
Net cash provided by operating activities	<u>31,735</u>	<u>166,328</u>

21. Analysis of cash and cash equivalents

	2017 £	2016 £
Cash in hand	371,615	371,759
Total cash and cash equivalents	<u>371,615</u>	<u>371,759</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017****22. Operating lease commitments**

At the year-end date the charity had outstanding commitments for future minimum lease payments under a non-cancellable operating leases, which fall due as follows;

	2017	2017
	Equipment	Land and Buildings
	£	£
Less than 1 year	1,300	81,480
Between 2 and 5 years	-	337,535
In more than 5 years	-	244,000
	<u>1,300</u>	<u>663,015</u>