

CHARITY NO: SC026983

COMPANY NO: SC178293

**MOVE ON
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

MOVE ON
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

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REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	Kevin McGlynn (Chairperson) (Resigned 23 Oct 2018) Lisa Dawson Vivienne Sawers (Resigned 23 Oct 2018) Yasmin Nabi Ashok Khindria (Resigned 30 Apr 2018) Marion MacPhee (Resigned 05 Apr 2018) Martin Cullen Ash Mohammed (Chairperson from 23 Oct 2018) Kaja Czuchnicka (Appointed 23 April 2019) Helen McCann (Appointed 26 November 2018)
Executive Director	John M Hinton
Company Secretary	Brenda A McChiery (resigned 17 May 2018)
Principal Office	4 th Floor 24 St Enoch Square Glasgow G1 4DB
Charity Number:	SC026983
Company Number:	SC178293
Independent Auditors	Wylie & Bisset LLP Chartered Accountants 168 Bath Street Glasgow G2 4TP
Bankers	The Co-operative Bank PLC PO Box 250 Deif House Southway Skelmersdale WN8 6NY

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Report of the Trustees for the year ended 31 March 2019

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2019.

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 Memorandum and Articles of Association, 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.

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 empower vulnerable young people and those affected by homelessness to identify and achieve their goals and build better futures.

Move On's Critical Objectives

- Prevent crisis situations arising for vulnerable young people and people affected by homelessness.
- Work alongside vulnerable young people and people affected by homelessness, supporting them to take control of their lives and achieve their aspirations and goals.
- Enable vulnerable young people and people affected by homelessness to access and sustain volunteering, education, training and employment.

Move On's Values:

Move On is guided by the following Values, which describe Move On as we want it to be. We want our decisions and actions to demonstrate these values. We believe that putting our values into practice creates long-term benefits for service users, volunteers, staff, stakeholders and the wider community.

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 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.

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Report of the Trustees for the year ended 31 March 2019

Move On's Values (Cont'd)

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	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, Move On has identified seven strategies:

- Provide early intervention/prevention
- Support people to develop skills and confidence
- Support people to identify and achieve their goals
- Support people to take control of their own lives
- Support people to improve their employability prospects
- Mitigate the impact of child poverty
- Embed service user and volunteer involvement to improve our services and organisational development

Activities

To achieve these Strategies, Move On has identified a number of activities which we will carry out:

- Deliver employability training guidance, advice and information
- Provide mentoring and befriending support
- Provide money and debt advice
- Provide literacy and numeracy support
- Provide financial literacy group work
- Provide homelessness prevention support, advice and information
- Provide personal development and confidence building support and group work
- Provide real life work experience
- Offer paid employment to people with lived experience of care, homelessness and/or other barriers
- Provide volunteering opportunities, including for those with specific support needs
- Distribute surplus food and non-food items to children and families in poverty
- Develop effective partnerships to help achieve our objectives
- Involve service users and volunteers in the strategic direction of Move On
- Consult with and actively involve service users and volunteers in service improvement

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Services

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
- 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 employability training, work experience and personal development programmes, including through our two social enterprises
- Provision of fit for purpose surplus food through "FareShare Glasgow and the West of Scotland" (FSGWS) franchise to organisations working with people in food poverty.
- Provision of community-based dignified approaches to addressing food insecurity, targeting children and families

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 2019, Move On had a volunteer team (not including Board members) of 165 active volunteers, based between our 4 sites. 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 include:

- 12 volunteers with Move On Wood Recycling
- 115 mentors
- 5 befrienders
- 33 FareShare "core" volunteers

Mentors come from all walks of life and are matched on a 1:1 basis with a vulnerable young person for on average 12 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.

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Volunteering (Cont'd)

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 (FSGWS). 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.

Our volunteers at Move On Wood Recycling (MOWR) carry out a range of tasks and roles vital for the successful running of the business, which can include collecting wood, driving our van, de-nailing and sorting wood, sanding and upcycling by creating a range of attractive wooden products for sale

On average, mentors and befrienders devote up to three hours per week to Move On. The commitment of our FareShare volunteers is on average 11 hours per week. Volunteers at Move On Wood Recycling generally volunteer for 6 hours each day, on average three days per month.

We estimate that between April 2018 and March 2019, our volunteers contributed more than 30,000 hours of their time to Move On, which equates to a time commitment of more than 800 x 35 hour weeks, (the equivalent in time of nearly 17 full time staff members!).



FareShare volunteers

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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:

- Since the appointment of a Manager for our new social enterprise, MOWR, in January 2018, (closely followed by the recruitment of a Development Worker), things have moved apace. Premises were secured in an industrial unit in Granton in North Edinburgh in June and we soon commenced trading, immediately delivering both environmental and social outcomes. MOWR collects waste wood which is then sorted and graded for resale, and provides employment focused accreditation, certification and practical work experience for disadvantaged young people in Edinburgh;
- We sadly said goodbye to our Business Support Director, Brenda McChery, who retired in May 2018 after nearly 18 years with Move On. Brenda has been a huge asset to the organisation playing a vital role in our growth and development over many years. She will be very much missed;
- The Operational Risk department at the Royal Bank of Scotland chose Move On as their charity partner in 2018, with staff raising a total of almost £8,000, through a variety of fundraising activities. We're delighted that the team have decided to renew the partnership in 2019, particularly as this is the first time Operational Risk have chosen the same charity for a second year in a row;



Aileen Campbell MSP at FareShare Glasgow and the West of Scotland

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PROGRESS -- GENERAL (Continued)

- Aileen Campbell, Cabinet Secretary for Communities and Local Government, visited FSGWS warehouse to announce a new £4m initiative from the Scottish Government to reduce "period poverty". As one of the partners involved, we are distributing sanitary products from our warehouse through our network of community-based partner organisations to support people from low income households;
- We celebrated the success of the Connect 2 employability partnership at an event at the Princes Trust office in Glasgow, with our partners Impact Arts, Venture Trust, FARE Glasgow, Inspiring Scotland and Skills Development Scotland, as well as special guest Jamie Hepburn, Minister for Business, Fair Work and Skills;
- Move On's board was able to agree the implementation of the delayed salary review to take effect from 1st April 2019. In order to progress this, we engaged with consultant Lorna Ashworth to support us through the process of evaluating job roles and salary benchmarking, as well as finalising new grade and pay structures;
- We were absolutely delighted that MOWR was shortlisted in the Circular Economy Innovation Award category at the Edinburgh Chamber of Commerce Business Awards 2019. While we unfortunately didn't win on the night, we were thrilled to already be recognised for the positive environmental and social impact we're making in Edinburgh and the Lothians;



Ben Macpherson MSP at Move On Wood Recycling

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PROGRESS – GENERAL (Continued)

- We were delighted to welcome MSP Ben Macpherson, MSP for Edinburgh Northern and Leith, for a tour of our MOWR to raise awareness of how we're affordably reusing waste wood, as well as providing work experience, training and jobs in the local area;
- We celebrated the graduation of our latest groups of participants from the Elevate-Glasgow PSP Employability and Personal Development courses. Delivered in partnership with Phoenix Futures, Theatre Nemo, Venture Scotland and The Village Storytelling Centre, participants completed sessions on personal development and training and education, improving "soft skills" including good communication and team work, and core skills to increase readiness for employment. In addition, participants also gained certified certificates, including manual handling, food hygiene and emergency first aid at work.

ACHIEVEMENTS AND PERFORMANCE

Advice and Guidance

This year has seen Move On continuing to offer vulnerable young people information, advice and employability opportunities, while developing our offers to respond to their changing needs. During the year our staff and trainees delivered 302 workshop sessions reaching 750 vulnerable young people. These covered a range of issues including; personal development, homelessness, employability, citizenship, harm reduction, healthy relationships, etc.



Advice worker

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ACHIEVEMENTS AND PERFORMANCE (continued)

Advice and Guidance (continued)

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, 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 was continued in April 2018, through the signing of a non-competitive action. Move On then won the tender to deliver the service longer term, with a new contract commencing on 22nd October 2018. We continue to train and support care experienced young people to participate in the inspection and improvement process for Care and Support Services, participating in both strategic inspections as well as single service inspections. Volunteers become Young Inspectors actively participating in every stage of the inspection process, bringing their relevant personal life experience to bear when talking to vulnerable young people as well as a range of senior professionals. Volunteers participated in Strategic Inspections in Argyll and Bute, Fife, Aberdeen and Edinburgh, as well as 2 Single-Service Regulated Care Inspections in Fife and Dundee.

Currently there are 9 Young Volunteer Inspectors registered to volunteer with Move On and the Care Inspectorate, with recruitment for new volunteers due to take place in the summer.

Mentoring

This year, Move On has continued to deliver mentoring support for vulnerable young people expanding beyond Edinburgh and Glasgow into the Lothians. At the end of the year, we had 115 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 51 young people with a mentor, as well as sustaining matches from the previous year.

Young people matched with a mentor have experienced a wide range of positive outcomes; with 3 securing employment, 5 re-engaging with school despite experiencing significant difficulties. In addition, 39 young people reported an improvement in their positive social networks.

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 Edinburgh on Tuesday 11th November, Move On staff and mentors were awarded:

- Social Care Project of the Year Award
- Stephen Wilson – Highly Commended Staff Award
- Teresa – Highly Commended Volunteer Award
- Frankie – Highly Commended Volunteer Award
- Marty – Highly Commended Volunteer Award
- Stefanie – Highly Commended Volunteer Award

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ACHIEVEMENTS AND PERFORMANCE (continued)

Mentoring (continued)



Mentor and mentee in Glasgow

Inspiring Scotland 14:19

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 a 10-year period, 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 and VAT and HR advice).

This was another successful year, with outcomes again exceeding agreed targets. During the 9-month period from April 2018 to December 2018 (when funding ended), with Move On's support; 102 young people secured positive destinations including 9 young people who secured employment, 61 moving into education opportunities and 13 into training. In addition many achieved softer outcomes such as gaining confidence and increasing basic work skills. This represents a 73% (nearly three quarters) success rate in terms of supporting young people into positive destinations.

In order to deliver this service, Move On has had to establish and develop positive links and relationships with many agencies including schools, other Inspiring Scotland-supported "Ventures", statutory agencies and specialist support providers. These links have proved instrumental in opening up other opportunities and were a key factor in Move On's participation

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ACHIEVEMENTS AND PERFORMANCE (continued)

Inspiring Scotland 14:19 (continued)

in Connect2, a Glasgow wide employability programme led by Glasgow City Council targeting the city's most excluded school leavers not in positive destinations.

Inspiring Scotland has played a huge part in the growth, development and confidence of Move On, which has benefited not just the beneficiaries of the 14-19 Fund, but our service users more widely. December 2018 marked the end of the 14-19 Fund and a significant change in our relationship with Inspiring Scotland. Move On is proud to be a member of such a successful initiative, supporting more than 36,000 young people across Scotland into positive destinations.

Move On Wood Recycling (MOWR)

Having started trading in July, MOWR has hit the road running.



In the workshop - Move On Wood Recycling

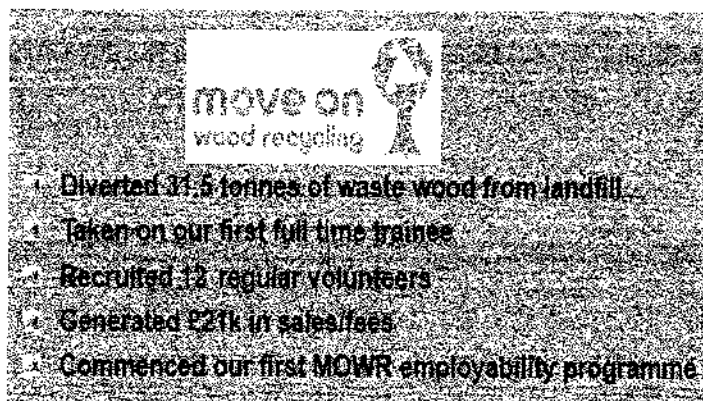
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ACHIEVEMENTS AND PERFORMANCE (continued)

Move On Wood Recycling (MOWR) (continued)

By March 2019, we had:



Of the 9 young people who started our first employability programme, 5 secured employment afterwards, with 4 currently sustaining this. All 9 participants achieved new qualifications.

Literacies

Move On has continued to deliver community-based literacies work in Glasgow, targeting both adults in recovery and vulnerable young people. We engaged with 54 young people (46 of whom made positive progress in their family, community or working life as a result of improved literacy skills) and 22 of whom gained an SQA in Communication Skills. Of the 119 adults we worked with (all of whom are in recovery), 110 achieved personal development outcomes, with 2 gaining an SQA.



Writers Chris McQueer and Ian Pattison speaking to adult literacy learners

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ACHIEVEMENTS AND PERFORMANCE (continued)

Literacies(continued)

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 (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 an enormous financial value of more than £298k.

FareShare Glasgow and the West of Scotland (FSGWS)

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.



Some of the staff and volunteer team in the FareShare Glasgow and West of Scotland depot

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ACHIEVEMENTS AND PERFORMANCE (continued)

Literacies(continued)

By the end of the year we had 89 partner agencies all accessing food on a regular basis. These partners or "Community Food Members" (CFMs), as we call them, received 787 tonnes of surplus food, allowing them to provide almost 1.9 million meals for disadvantaged people in Glasgow and the West of Scotland experiencing food insecurity. Our CFMs pay a membership fee, which goes towards Move On's operational costs.



- **89 Community Food Members**
- **787 tonnes of surplus food diverted from landfill**
- **1.9 million meals provided**

Family Food Service

Our Family Food Service consists of a team of 4 staff, working with community partners to develop a network to tackle food insecurity, ensuring that those experiencing food poverty can access good quality food in a dignified manner which takes account of their wider circumstances.

Over the year, the team worked with more than 50 different community groups and partners across Glasgow to provide 31,360 meals. Community partners included secondary and primary schools, 2 prison-based family centres, community centres, health hubs, youth clubs, churches etc. The food, activities and engagement provided have had a massive impact.

"This food is needed, as many of the young people who access our summer programme are usually provided with free school meals, this is a resource that otherwise they would not have access to. By providing us with food resources, this then means that many of the young people will not go without. If we did not provide a packed lunch this would then have additional impact on families." Community Central Halls

"Tackling Holiday Hunger and Social Isolation as Families are on a very low Income Food allowed us to provide healthy cooked meals for the group" Community Cooking Integrating New Scots from Asylum Seeker and Refugee Group

"This has had a massive impact we have targeted the most vulnerable families who may be struggling over the summer - cost wise." "Food helped families with financial difficulties over summer, Amazing help." Clyde Campus

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FUNDING SOURCES

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

City of Edinburgh Council, Edinburgh Local Community Grants Scheme, European Regional Development Fund, European Social Fund, FareShare UK, Glasgow City Council, National Lottery Heritage Fund, Scottish Council for Voluntary Organisations (Community Jobs Scotland), Scottish Government, Skills Development Scotland, Who Cares? Scotland and Zero Waste Scotland.

Additionally we are grateful for the generous financial support of the following charitable trusts and foundations:

BBC Children In Need, David Doig Foundation, Dr Guthrie's Association, Endrick Trust, Foundation Scotland Transformation and Growth Fund, Global's Make Some Noise, Gordon Fraser Charitable Trust, Hope Trust, Hub Community Foundation, Hugh Fraser Foundation, Inspiring Scotland, J M A Trust, Joseph Rowntree Foundation, KPE4 Charitable Trust, Life Changes Trust, Miss Agnes H Hunter's Trust, Miss M E Swinton Paterson's Charitable Trust, Nancie Massey Charitable Trust, Robertson Trust, Scottish Children's Lottery Chance to Succeed, Social Bite, STV Appeal, Tabhair Charitable Trust, Trades House of Glasgow.

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.

We would like to say a huge thank you to the following corporate supporters: Upload Abode, Santander, Operational Risk Management team in the Royal Bank of Scotland, the Edrington Group and Robertson Trust, Merchant City Yoga, Wood PLC, Barclays, Nationwide, Rathbone Brothers PLC and Scottish Equity Partners.

We're also delighted to say that Move On has been chosen by Deloitte to become their new charity partner in Glasgow. As part of the firm's UK-wide "One Million Futures Initiative", a five-year programme to help one million people get to where they want to be through access to education and employment, Deloitte and Move On will be working together to improve people's life chances. The three year partnership commenced on 1st June 2019.

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FUNDING SOURCES (continued)



Corporate volunteers

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 regular item of Board business.

The three major risks which the Board have identified are all financial:

- Failure to reach annual income targets from grants
- Failure to generate sufficient earned income through Move On's two social enterprises
- Failure to secure tenders for existing Move On services, when they are re-tendered and for new areas of work

Strategies for addressing the identified risks include:

- Increasing our fundraising capacity in the course of 2019/20
- Continuing to identify grant funding and tender opportunities
- Continuing to diversify income streams through a greater focus of resources on 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

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RISK MANAGEMENT (continued)

- Establishment of the Social Enterprise Advisory Forum (SEAF) to offer additional support and guidance to our two social enterprises, delivering further growth and ongoing development

PLANS FOR THE FUTURE

Income Generation

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 Marketing and Communication Officer's time spent building corporate relationships, as well as the employment of a full time Fundraiser, are key steps to ensure we achieve this. We intend to increase our fundraising capacity during the course of the 2019/20 financial year.

Inspiring Scotland "Our Future Now"

Move On's membership of the "intandem" mentoring portfolio always meant that our relationship with Inspiring Scotland would continue beyond the end of the 14:19 fund. However we were delighted to be invited to become a member of the new "Our Future Now" programme, working to deliver a mission:

"To combat poverty and disadvantage in Scotland by supporting young people aged 11 to 25 who are excluded from opportunity, or face multiple and complex challenges, to have positive aspirations by equipping them with the skills, confidence and ambition to achieve them."

We are excited at the opportunity to continue our relationship with Inspiring Scotland and look forward to playing our part in ensuring the success of Our Future Now.

Service improvement

Funding support recently secured from the National Lottery Community Fund will allow us to employ a mental health specialist, with the role of rolling out trauma-informed practice across our services, volunteers and staff throughout Move On.

Organisational Values re-fresh

It is some time since Move On reviewed our values and this was undertaken in May 2019.

Social Enterprise Advisory Forum (SEAF)

The establishment of Move On Wood Recycling and the ongoing development of FareShare Glasgow and the West of Scotland has identified the need for an additional layer of support, advice and oversight for our two social enterprises. This will be delivered by SEAF, whose purpose is:

"to review the progress of Move On's social enterprises, paying particular attention to financial performance and offer guidance, advice and strategies aimed at improving overall performance."

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PLANS FOR THE FUTURE (continued)

SEAF's Aims and Responsibilities will include:

- To increase the likelihood of Move On's social enterprises achieving their social goals
- To increase the likelihood of Move On's social enterprises achieving their financial goals
- To increase the likelihood of Move On's social enterprises being delivered in a manner consistent with Move On's values
- Responsible for offering advice, guidance and strategies in relation to service performance, improvement and development
- Responsible for identifying and communicating external threats and opportunities



MOWR Tipper Van

Reporting directly to the Move On Board and chaired by a Board member, SEAF's Terms of Reference were drafted in March.

The Forum was formally established by Move On's Board of Directors in May 2019. Members will bring additional skills and expertise to those on the Move On Board, with a more commercial private sector focus as well as links with relevant industries.

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Deloitte Partnership

Move On was delighted to be selected by Deloitte to be their Glasgow charity partner. We look forward to a mutually beneficial and successful partnership helping Deloitte to deliver their One Million Futures initiative.

Consultancy to re-connect Move On's (employability) services with our homelessness prevention mission

Move On secured funding from Foundation Scotland from the Transformation and Growth Fund, to allow us to appoint Community Enterprise as our external consultancy partner in order to:

"Re-engage with Move On's core objective to prevent homelessness, develop new services related to homelessness prevention, look at how existing services can be adjusted to link more effectively with homelessness prevention, access funds for homelessness prevention services, establish new partnerships related to homelessness prevention, create clear link between employability and sustainable routes out of homelessness."

As a result of this work, we aim to achieve a minimum 20% improvement in service user/volunteer outcomes related to homelessness compared with a benchmark prior to the project.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Move On is registered as a charity in Scotland (SC026983). 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 one other Senior Manager Jim Burns, the Director of Operations.

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 can be 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.

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FINANCIAL REVIEW

The charity generated a surplus of £67,301 (2018: deficit of £31,926). Total income amounted to £1,437,800 (2018: £1,206,812), of which £1,130,511 (2018: £958,264) was related to restricted projects and £307,289 (2018: £248,548) to unrestricted funds.

At the balance sheet date, the unrestricted funds were £347,290 (2018: £326,567) with £94,874 (2018: £48,296) in restricted funds.

Reserves Policy

Move On's Board adopted a policy to build reserves which would allow for 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 £300,000 to £600,000. 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. At the year end, free reserves amounted to £311,626 representing around three months' worth of expenditure.

Key Management Personnel 2018/19

In addition to the trustees (directors), who receive no remuneration, the key management personnel are:

- John Hinton, Executive Director;
- Jim Burns, Director of Operations; and
- Brenda McChlery, Company Secretary (resigned 17th May 2018)

All directors give of their time freely and no director received remuneration in the year. Details of directors' expenses are disclosed in note 3 to the accounts.

MOVE ON
(A company limited by guarantee)

Report of the Trustees for the year ended 31 March 2019

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 of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 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: MARTIN CULLEN

Date: 24 September 2019

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 2019

Opinion

We have audited the financial statements of Move On, (the charitable company) for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cashflow Statement and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 2019 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).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the report and financial statements, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 2019**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matter on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Report of the Trustees.

We have nothing to report in respect of the following matters in relation to which the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, 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' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 21, 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 which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

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 2019**

Auditor's responsibilities for the audit of the financial statements

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 the Act and relevant regulations made or having effect thereunder. 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.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Our audit work has been undertaken so that we might state to the charitable company's members and trustees 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 charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



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

168 Bath Street
Glasgow
G2 4TP

Date: 7 October 2019

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

MOVE ON

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2019

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £
Income and endowments from:							
Donations and legacies	4	14,579	-	14,579	38,144	-	38,144
Charitable activities	5	290,280	1,130,511	1,420,791	204,858	958,264	1,163,122
Other trading activities	6	1,593	-	1,593	5,079	-	5,079
Investments	7	837	-	837	467	-	467
Total Income		307,289	1,130,511	1,437,800	248,548	958,264	1,206,812
Expenditure on:							
Raising funds							
Raising donations & legacies	8	35,967	-	35,967	35,678	-	35,678
Charitable activities	10	253,544	1,080,988	1,334,532	243,795	959,265	1,203,060
Total Expenditure		289,511	1,080,988	1,370,499	279,473	959,265	1,238,738
Net income/(expenditure) for the year		17,778	49,523	67,301	(30,925)	(1,001)	(31,926)
Transfers between funds		2,945	(2,945)	-	-	-	-
Net movement in funds		20,723	46,578	67,301	(30,925)	(1,001)	(31,926)
Funds reconciliation							
Total Funds brought forward	18	326,567	48,296	374,863	357,492	49,297	406,789
Total Funds carried forward	18	347,290	94,874	442,164	326,567	48,296	374,863

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


All income and expenditure derive from continuing activities.

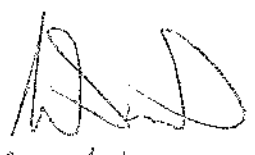
MOVE ON
(A company limited by guarantee)
BALANCE SHEET AS AT 31 MARCH 2019

	Note	2019 £	2018 £
Fixed assets:			
Tangible assets	14	114,206	67,355
Total fixed assets		<u>114,206</u>	<u>67,355</u>
Current assets:			
Stock		1,369	-
Debtors	15	232,825	204,624
Cash at bank and in hand	21	247,638	260,002
Total current assets		<u>481,832</u>	<u>464,626</u>
Liabilities:			
Creditors falling due within one year	16	<u>(153,874)</u>	<u>(157,118)</u>
Net current assets		327,958	307,508
Net assets		<u>442,164</u>	<u>374,863</u>
The funds of the charity:			
Restricted income funds	18	94,874	48,296
Unrestricted funds	18	347,290	326,567
Total charity funds		<u>442,164</u>	<u>374,863</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: MARTIN CULLEN


 Name: A. Mohammed

Date: 24 September 2019

REGISTERED COMPANY NO: SC178293

MOVE ON
(A company limited by guarantee)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 MARCH 2019

	Note	Total Funds 2019 £	Prior Year 2018 £
<i>Cash flows from operating activities:</i>			
Net cash provided by/ (used in) by operating activities	20	46,418	(110,214)
<i>Cash flows from investing activities:</i>			
Dividends, interest and rents from investments		837	467
Purchase of property, plant and equipment		(59,619)	(1,866)
Net cash (used in) investing activities		(58,782)	(1,399)
Change in cash and cash equivalents in the year		(12,364)	(111,613)
Cash and cash equivalents brought forward	21	260,002	371,615
Cash and cash equivalents carried forward	21	247,638	260,002

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

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 notes to these accounts.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound (£).

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), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Move On constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about Move On'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 2019

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 time spent. 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 2019

(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	Reducing balance over the life of lease
Office equipment	25% reducing balance
Fixtures and fittings	20% reducing balance
Motor Vehicles	25% reducing balance

(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.

(l) Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2. Legal status of the Charity

The charity is a registered Scottish charity and a company limited by guarantee with 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 (2018: £nil). Expenses totalling £109 (2018: £nil) were claimed by one Trustee in the year; this is included in accruals at the year end. No expenses waived by trustees (2018: £nil). A related party paid a monthly unconditional donation of £200 (2018: £200) throughout the year.

MOVE ON
(A company limited by guarantee)
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

4. Income from donations and legacies

	2019	2018
	£	£
Donations	14,579	38,144
	<u>14,579</u>	<u>38,144</u>

5. Income from charitable activities

	2019	2018
	£	£
Social Enterprise	502,301	246,853
Support	372,886	495,707
Training & Employability	545,604	420,562
	<u>1,420,791</u>	<u>1,163,122</u>

6. Income from other trading activities

	2019	2018
	£	£
Training & consultancy fees	1,593	2,970
Rental & other income	-	2,109
	<u>1,593</u>	<u>5,079</u>

7. Investment income

	2019	2018
	£	£
Bank Interest	837	467
	<u>837</u>	<u>467</u>

8. Raising funds

	Direct Costs	Support Costs	Total 2019	Total 2018
	£	£	£	£
Staff costs	35,967	-	35,967	35,678
	<u>35,967</u>	<u>-</u>	<u>35,967</u>	<u>35,678</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****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 £	Governance £	Basis of Apportionment
Staff costs	148,634	52,847	58,316	33,012	4,459	Staff time
Administration	9,024	3,299	3,631	2,094	-	Staff time
Insurance	3,519	1,286	1,416	817	-	Staff time
Professional fees	1,491	545	600	346	-	Staff time
Property costs	-	-	-	-	-	Staff time
Publicity	2,652	969	1,067	616	-	Staff time
Telephone	1,042	381	419	242	-	
Travel & Transport	6,867	2,510	2,763	1,594	-	Staff time
Volunteer & service user costs	318	116	128	74	-	
Miscellaneous	1,668	610	671	387	-	Staff time
Depreciation	12,768	4,668	5,137	2,963	-	Staff time
Total	187,983	67,231	74,148	42,145	4,459	

Governance costs:

	2019 £	2018 £
Audit Fee	4,115	3,995
Accounts preparation	1,561	2,175
Directors meetings expenses	109	287
Staff costs	4,459	-
	<u>10,244</u>	<u>6,457</u>

Allocation of governance and other support costs:

	Support Costs	Governance	2019 £	2018 £
Social Enterprise	67,231	3,744	72,462	116,850
Support	74,148	4,122	79,756	128,611
Training & Employability	42,145	2,378	46,009	74,192
Total allocated	<u>183,524</u>	<u>10,244</u>	<u>198,227</u>	<u>319,653</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****10. Analysis of expenditure on charitable activities**

	Social Enterprise	Support	Training & Employability	Total 2019	Total 2018
	£	£	£	£	£
Staff costs, training & recruitment	151,483	250,037	366,494	768,013	623,707
Administration	5,960	4,357	5,755	16,072	11,236
Professional fees	8,790	20,340	817	29,947	9,436
Property Costs	91,592	24,422	37,092	153,106	137,953
Publicity	2,638	3,265	2,029	7,932	11,596
Telephone	3,032	6,064	6,987	16,083	14,069
Travel & transportation	39,302	3,396	1,259	43,957	39,288
Volunteer & service user costs	21,139	19,370	46,670	87,179	72,389
Bank interest and commission	242	-	-	242	-
Miscellaneous expenses	14,853	736	2,643	18,233	4,022
VAT recovered*	-	-	-	-	(40,289)
Governance costs (note 9)	3,744	4,122	2,378	10,244	6,457
Support costs (note 9)	67,231	74,148	42,145	183,524	313,196
	<u>410,006</u>	<u>410,257</u>	<u>514,269</u>	<u>1,334,532</u>	<u>1,203,060</u>

*During the year to 31 March 2018 the charity registered for VAT and made a back-dated reclaim of VAT on the FARESHARE project totalling £40,289.

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

	2019 £	2018 £
Salaries and wages	873,057	822,978
Social security costs	55,882	64,610
Employer contributions to defined contribution pension schemes	15,618	13,796
Total staff costs and employee benefits	<u>944,557</u>	<u>901,384</u>

The charity made £15,618 of contributions to the pension plan on behalf of the employees (2018: £13,796).

No employees had employee benefits in excess of £60,000 (2018: Nil).

	2019 No.	2018 No.
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>47</u>	<u>45</u>
	2019 £	2018 £
Key Management Personnel remuneration	<u>99,247</u>	<u>117,156</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****12. Net income/(expenditure) for the year**

This is stated after charging:	2019	2018
	£	£
Depreciation	12,768	10,425
Auditor's remuneration:		
Audit fees	4,115	3,995
Accountancy services	1,561	2,175
	<hr/>	<hr/>

13. Government Grants

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

Scottish Government - £226,556 (2018 - £156,213). The funding was received in order to facilitate the provision of the Housing Education, Fareshare and Family Food Services.

City of Edinburgh Council - £17,500 (2018 - £55,812). The funding was received in order to facilitate the provision of the Housing Education and Mentoring services.

City of Edinburgh Council - £38,313 (2018: £ nil) for mentoring for Care Experienced Young People and Social, Emotional and Behavioural Difficulties schools.

Glasgow City Council - £76,184 (2018 - £140,808). The funding was received in order to facilitate the provision of the Literacy and Connect 2 services, and also for the Fareshare Services.

National Lottery Community Fund - £nil (2018 - £20,974). The funding was received for the Fareshare services.

National Lottery Heritage Fund - £9,200 (2018: £nil). The funding was received for Skills and Employability projects.

Zero Waste Scotland/European Regional Development Fund - £88,101 (2018 - £nil) for the Move On Wood Recycling Project.

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 2019****14. Tangible Fixed Assets**

	Property Improvements £	Office Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
Cost or valuation					
At 1 April 2018	54,775	5,898	35,524	-	96,197
Additions	42,683	-	2,946	13,990	59,619
Disposals	-	-	-	-	-
At 31 March 2019	<u>97,458</u>	<u>5,898</u>	<u>38,470</u>	<u>13,990</u>	<u>155,816</u>
Depreciation					
At 1 April 2018	10,408	4,204	14,230	-	28,842
Charge for the year	5,751	424	4,553	2,040	12,768
Eliminated on disposals	-	-	-	-	-
At 31 March 2019	<u>16,159</u>	<u>4,628</u>	<u>18,783</u>	<u>2,040</u>	<u>41,610</u>
Net book value					
At 31 March 2019	<u>81,299</u>	<u>1,270</u>	<u>19,687</u>	<u>11,950</u>	<u>114,206</u>
At 31 March 2018	<u>44,367</u>	<u>1,694</u>	<u>21,294</u>	<u>-</u>	<u>67,355</u>

15. Debtors

	2019 £	2018 £
Trade debtors	192,638	86,307
Other debtors	40,187	118,317
	<u>232,825</u>	<u>204,624</u>

16. Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	20,141	13,124
Deferred income (Note 17)	70,444	37,553
Other creditors	63,289	106,441
	<u>153,874</u>	<u>157,118</u>

17. Deferred income

	£
Balance as at 1 April 2018	37,553
Amount released to income earned from charitable activities	(37,553)
Amount deferred in year	70,444
Balance as at 31 March 2019	<u>70,444</u>

Deferred income comprises Fare Share fees paid in advance by members and grants received for the year to 31 March 2020.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****18. Analysis of charitable funds**

Analysis of Fund movements 2019	Balance b/fwd 2018 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2019 £
Unrestricted funds					
Fixed Asset Fund	22,988	-	5,850	8,526	25,664
Dilapidations Fund	-	-	-	10,000	10,000
Total designated funds	22,988	-	5,850	18,526	35,664
General funds	303,579	307,289	283,661	(15,581)	311,626
Total unrestricted funds	326,567	307,289	289,511	2,945	347,290
Restricted fund					
Skills and Employability					
City of Edinburgh Council	-	17,500	17,500	-	-
Who Cares? Scotland	-	15,000	15,000	-	-
Endrick Trust	-	4,000	4,000	-	-
Tabhair Charitable Trust	-	1,000	1,000	-	-
Money Advice Service	-	7,698	7,698	-	-
Scottish Government	-	25,000	25,000	-	-
John Maurice Aitken Trust	-	2,000	2,000	-	-
Hub Community Foundation	-	34,442	34,442	-	-
Gordon Fraser Charitable Trust	-	1,000	1,000	-	-
National Lottery Heritage Fund	-	9,200	9,200	-	-
Glasgow City Council	-	25,709	25,709	-	-
David Doig Foundation	-	1,350	1,350	-	-
Foundation Scotland	-	4,614	4,614	-	-
Transformation & Growth Fund					
STV	-	2,000	2,000	-	-
Mentoring					
BBC Children in Need	-	28,489	28,489	-	-
City of Edinburgh Council	-	38,313	38,313	-	-
Scottish Children's Lottery – Chance to succeed	-	24,208	24,208	-	-
Global's Make Some Noise	-	37,505	37,505	-	-
Inspiring Scotland / Scottish Government Intandem	-	27,108	27,108	-	-
Life Changes Trust	-	22,888	22,888	-	-
Life Changes Trust	-	15,387	15,387	-	-
Nancie Massey Charitable Trust	-	2,000	2,000	-	-
University of Edinburgh Local Community Grants	-	3,650	3,650	-	-
KPE4 Charitable Trust	-	19,900	19,900	-	-
Inspiring Scotland					
Glasgow City Council (Connect 2)	-	50,475	50,475	-	-

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

18. Analysis of charitable funds (Continued)

Analysis of Fund movements 2019	Balance b/fwd 2018 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2019 £
Hub Community Foundation BBFF Grant Inspiring Scotland	-	13,362	13,362	-	-
Fareshare					
Agnes Hunter Trust	-	1,500	1,500	-	-
Edrington Group	-	4,125	4,125	-	-
FareShare UK - AFSP	-	39,625	25,635	(13,990)	-
FareShare UK - Asda	-	37,960	35,015	(2,945)	-
FareShare UK National Lottery Community Fund	-	36,000	36,000	-	-
FareShare Scottish Government	-	38,872	38,872	-	-
FareShare Scottish Government – Increasing Redistribution of Surplus Food	-	23,333	23,333	-	-
FareShare Scottish Government – Food Pantry Development (Glasgow)	-	12,500	12,500	-	-
Hugh Fraser Foundation	-	3,000	3,000	-	-
Robertson Trust	-	18,000	18,000	-	-
Zero Waste Scotland / European Regional Development Fund Blast Freezer	-	37,103	-	(37,103)	-
Trades House of Glasgow	-	1,500	1,500	-	-
FareShare UK - Tesco	-	4,430	4,430	-	-
Wheatley Eat Well	-	18,000	18,000	-	-
Family Food service					
Scottish Government – Aspiring Communities Fund (European Social Fund)	-	126,851	120,519	-	6,332
Wood Recycling					
Inspiring Scotland	3,929	-	3,929	-	-
Miss ME Swinton	-	1,000	1,000	-	-
Paterson's Charitable Trust	-	88,101	88,101	-	-
Zero Waste Scotland	-	1,000	1,000	-	-
Dr Guthrie's Association Grant	-	1,000	1,000	-	-
Training					
SCVO CJS Payments	-	62,105	62,105	-	-
Wheatley Trainees	-	76,710	76,710	-	-
Fixed Asset Fund	44,367	-	6,918	51,093	88,542
Total restricted funds	48,296	1,130,511	1,080,988	(2,945)	94,874
TOTAL FUNDS	374,863	1,437,800	1,370,499	-	442,164

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(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019**18. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2018	Balance b/fwd 2017 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2018 £
Unrestricted funds					
Fixed Asset Fund	26,617	-	5,495	1,866	22,988
Total designated funds	26,617	-	5,495	1,866	22,988
General funds	330,875	248,548	273,978	(1,866)	303,579
Total unrestricted funds	357,492	248,548	279,473	-	326,567
Restricted fund					
Skills and Employability					
City of Edinburgh Council	-	17,500	17,500	-	-
Money Advice Service	-	58,749	58,749	-	-
Scottish Government HVGS	-	25,000	25,000	-	-
The Russell Trust	-	1,000	1,000	-	-
Who Cares? Scotland	-	15,000	15,000	-	-
Mentoring					
BBC Children in Need / Hunter Foundation	-	32,930	32,930	-	-
City of Edinburgh Council	-	38,312	38,312	-	-
Global's Make Some Noise	-	36,795	36,795	-	-
Inspiring Scotland/ Scottish Government (Intandem)	-	37,539	37,539	-	-
Life Changes Trust	-	52,399	52,399	-	-
Nancie Massey Charitable Trust	-	2,000	2,000	-	-
Volant Charitable Trust	-	10,000	10,000	-	-
Inspiring Scotland					
Glasgow City Council (Connect 2)	-	94,789	94,789	-	-
Inspiring Scotland	-	150,000	150,000	-	-
Literacy					
Glasgow City Council	-	27,019	27,019	-	-
Fareshare					
National Lottery Community Fund	-	20,974	20,974	-	-
Fareshare – Other					
Fareshare UK – Scottish Government Fair Food Initiative	-	40,211	40,211	-	-
Wheatley Group	-	9,000	9,000	-	-
Glasgow City Council (CSEF)	-	19,000	19,000	-	-
Glasgow Chamber of Commerce (DYWF)	-	2,448	2,448	-	-
Hugh Fraser Foundation	-	3,000	3,000	-	-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****18. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2018	Balance b/fwd 2017 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2018 £
Robertson Trust	-	18,000	18,000	-	-
Souter Charitable Trust	-	2,000	2,000	-	-
Family Food service					
Scottish Government – Aspiring Communities Fund (European Social Fund)	-	53,463	53,463	-	-
Wood Recycling					
Garfield Weston Foundation	-	10,000	10,000	-	-
Inspiring Scotland	-	20,000	16,071	-	3,929
Cruden Foundation	-	1,600	1,600	-	-
Paul Hamlyn Foundation	-	30,000	30,000	-	-
SCVO	-	80,580	80,580	-	-
STV Appeal	-	2,000	2,000	-	-
Wheatley Group	-	46,956	46,956	-	-
Fixed Asset Fund	49,297	-	4,930	-	44,367
Total restricted funds	49,297	958,264	959,265	-	48,296
TOTAL FUNDS	406,789	1,206,812	1,238,738	-	374,863

- 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:

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

The unrestricted funds includes funds received from the following sources:

- Hope Trust – Supporting our work with vulnerable young people and those affected by homelessness.
- Rathbone Brothers PLC – Supporting work with vulnerable young people and those affected by homelessness.
- Social Bite – Supporting work with people affected by homelessness.
- Elevate Glasgow – Delivery of an Employability programme for people in recovery.

Dilapidations – Provision for the cost of future repair or restorative work to Move On rented premises.

- b) The charity has the following restricted funds:

- Skills & Employability – City of Edinburgh Council; Volunteering for disadvantaged young people
- Skills & Employability – Who Cares? Scotland; "Reaching Higher" traineeships for care-experienced young people.
- Skills & Employability – Endrick Trust; Support for disadvantaged young people.
- Skills & Employability – Tabhair Charitable Trust; Money and debt advice service.
- Skills & Employability – The Money Advice Service What Works Fund; For evaluation of schools' financial capability workshops.

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(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

18. Analysis of charitable funds (Continued)

- Skills & Employability – Scottish Government Housing Voluntary Grant Scheme; Housing education for disadvantaged young people.
- Skills & Employability – John Maurice Aitken Trust; Forklift training for vulnerable young people.
- Skills & Employability – Inspiring Scotland/ Hub Community Foundation; Employability training for vulnerable young people
- Skills & Employability – Gordon Fraser Charitable Trust; For money and debt advice service.
- Skills & Employability – National Lottery Heritage Fund; Involving young people in the design, delivery and evaluation of community activities.
- Skills & Employability – Glasgow City Council - Integrated Grant Fund; For literacy and numeracy support and creative writing workshops for people of all ages.
- Skills & Employability – David Doig Foundation; Creative writing workshops for young people.
- Skills & Employability – The Russell Trust; For money and debt advice service
- Skills & Employability – Foundation Scotland Grant; For Homelessness Strategic Planning
- Skills & Employability – STV Appeal; For relief of children and young people living in poverty
- Mentoring – BBC Children In Need; Mentoring for young people affected by homelessness, care experience or with social, emotional or behavioural difficulties.
- Mentoring – City of Edinburgh Council; Mentoring for care-experienced young people and for those attending SEBD schools.
- Mentoring – Chance to succeed / Scottish Children's Lottery Chance to Succeed; Mentoring for disadvantaged young people.
- Mentoring – Global's Make Some Noise; For mentoring disadvantaged young people and creating employability pathways.
- Mentoring – Inspiring Scotland/Scottish Government (Intandem); Mentoring for 8-14 year olds looked after at home in Edinburgh and Lothians.
- Mentoring – Life Changes Trust; Mentoring Support for Champions Boards, for care experienced young people in the youth justice system and linked to employability programmes.
- Mentoring – Life Changes Trust; Peer mentoring for care-experienced young people.
- Mentoring – Nancie Massey Charitable Trust; Mentoring for disadvantaged young people.
- Mentoring – University of Edinburgh - Edinburgh Local Community Grants Scheme; Volunteer mentor training for University of Edinburgh personnel.
- Mentoring – KPE4 Trust; Mentoring for disadvantaged young people.
- Mentoring – Volant Charitable Trust; For mentoring young carers aged 14-17.
- Inspiring Scotland/Housing Education – Glasgow City Council/Connect 2; For employability training for disadvantaged school leavers plus costs.
- Inspiring Scotland – FARE BBF Grant - Connect2; For employability training for disadvantaged school leavers plus costs.
- Inspiring Scotland; Employability and Mentoring for 14-19 year olds.
- FareShare – Agnes Hunter Trust – Employability training for vulnerable young people.
- FareShare – Edrington Group; For FareShare.
- FareShare – FareShare UK AFSP, Scottish Government Access to Free Sanitary Products (Period Poverty).
- FareShare – FareShare UK, ASDA; Regional centre volunteer and operational development.

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

18. Analysis of charitable funds (Continued)

- FareShare – FareShare UK National Lottery Community Fund; Community Food Member and volunteer development.
- FareShare – Fare Share UK, Scottish Government; Support for operational costs, food pantry development and increasing distribution of surplus food.
- FareShare – Increasing Redistribution of Surplus Food, Scottish Government; Support of increasing redistribution of surplus food.
- FareShare – Food Pantry Development (Glasgow), Scottish Government; Support of food pantry development.
- FareShare – National Lottery Community Fund Grant covers MOFVEP Employability training for vulnerable young people.
- FareShare – FareShare UK, Scottish Government Fair Food Fund; For part of Move On Staff salaries for FareShare.
- FareShare – Glasgow City Council (CSEF); For contribution towards marketing and promotion related to the FareShare Project.
- FareShare – Developing the Young Work Force, Glasgow; To provide forklift truck training to disadvantaged young people.
- FareShare – Hugh Fraser Foundation; For training and supporting young people through FareShare.
- FareShare – Robertson Trust; Employability training for vulnerable young people.
- FareShare – Zero Waste Scotland/European Regional Development Fund; Blast freezer and associated racking.
- FareShare – Trades House of Glasgow; Training and qualifications for young people volunteering at FareShare.
- FareShare – FareShare UK Tesco; Personal food collection donations through Tesco.
- FareShare – Wheatley Eat Well; Trainee support and accreditation, and the colocation of Eat Well.
- FareShare – Souter Charitable Trust; For FareShare awareness raising events
- FareShare – Wheatley Group; to contribute to food costs.
- Family Food Service – Scottish Government’s Aspiring Communities Fund supported by the European Social Fund; For Family Food Service Holiday Hunger Network.
- Wood Recycling – Garfield Weston Foundation; For training and supporting volunteer young people.
- Wood Recycling – Inspiring Scotland; For Wood Recycling project.
- Wood Recycling – Miss ME Swinton Paterson’s Charitable Trust; Move On Wood Recycling tools and training.
- Wood Recycling – Zero Waste Scotland/ European Regional Development Fund; Develop a successful trading model, leading to behaviour change in the building trade to recognise waste wood as a valuable resource.
- Wood Recycling – Dr Guthrie’s Association; Move On Wood Recycling tools and training.
- Training – SCVO/Community Jobs Scotland; Salary payments for trainees.
- Training – Wheatley Group; Salary payments for trainees.
- Training – Scottish Council for Voluntary Organisations – Salaries for Reaching Higher (care experienced young people) and Community Jobs Scotland Trainees.
- Cruden Foundation – For providing a Christmas event for Volunteers
- Paul Hamlyn Foundation – For organisational growth plans
- Wheatley Group – To contribute towards Home Comforts Salary costs
- The Fixed Asset Fund represents the net book value of assets acquired under using restricted funds which still carry continuing restrictions.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****19. Net assets over funds**

As at 31 March 2019	Unrestricted Funds	Restricted Funds	Total 2019 £
Fixed assets	25,664	88,542	114,206
Current assets			
Stocks	1,369	-	1,369
Debtors	232,825	-	232,825
Cash at bank	241,306	6,332	247,638
Current liabilities	(153,874)	-	(153,874)
	<u>347,290</u>	<u>94,874</u>	<u>442,164</u>
As at 31 March 2018	Unrestricted Funds	Restricted Funds	Total 2018 £
Fixed assets	22,988	44,367	67,355
Current assets			
Debtors	204,624	-	204,624
Cash at bank	256,073	3,929	260,002
Current liabilities	(157,118)	-	(157,118)
	<u>326,567</u>	<u>48,296</u>	<u>374,863</u>

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

	2019 £	2018 £
Net income/ (expenditure) for the year (as per the Statement of Financial Activities)	67,301	(31,926)
Adjustments for:		
Depreciation charges	12,768	10,425
Dividends, Interest, and rents from investments	(837)	(467)
(Increase) in debtors	(28,201)	(139,757)
(Decrease) / increase in creditors	(3,244)	51,511
(Increase) in stock	(1,369)	-
Net cash provided by/ (used) by operating activities	<u>46,418</u>	<u>(110,214)</u>

21. Analysis of cash and cash equivalents

	2019 £	2018 £
Cash in hand	247,638	260,002
Total cash and cash equivalents	<u>247,638</u>	<u>260,002</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019****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;

	Equipment		Land and Buildings	
	2019	2018	2019	2018
	£	£	£	£
Less than 1 year	2,222	2,222	100,415	82,770
Between 2 and 5 years	2,347	5,839	328,850	320,765
In more than 5 years	-	-	112,000	178,000
	<u>4,569</u>	<u>8,061</u>	<u>541,265</u>	<u>581,535</u>