

**CHARITY NO: SC026983**

**COMPANY NO: SC178293**

**MOVE ON  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

**MOVE ON**  
**(A company limited by guarantee)**

**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**

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**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Trustees</b>	Lisa Dawson Yasmin Nabi Martin Cullen (Resigned 25 September 2019) Ash Mohammed (Chairperson) Kaja Czuchnicka (Appointed 23 April 2019) Helen McCann Andrew Hill (Appointed 24 September 2019)
<b>Executive Director</b>	John M Hinton
<b>Principal Office</b>	4 <sup>th</sup> Floor 24 St Enoch Square Glasgow G1 4DB
<b>Charity Number:</b>	SC026983
<b>Company Number:</b>	SC178293
<b>Independent Auditors</b>	Wylie & Bisset (Audit) Ltd Chartered Accountants 168 Bath Street Glasgow G2 4TP
<b>Bankers</b>	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 2020**

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2020.

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.

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Inclusive	We break down the barriers between service provider and service user. Everyone has something to contribute to our vision and lived experience is key to what we do
Empowering	We build confidence and self-belief in the people we work with, releasing creativity and enabling resilience and a sense of responsibility for their own lives
Innovative	We constantly review the effectiveness of our work, are willing to try new things and are not afraid to take risks
Sustainable	We work towards sustainable impact, sustainable communities, a sustainable planet and a sustainable organisation

**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

**Services**

To achieve these Strategies, Move On delivers a number of services:

- 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
- Mentoring support for Champions Boards to better understand and develop mentoring services
- Provision of training, advice and guidance in schools for young people on a range of issues
- 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 volunteering opportunities, particularly for people with "lived experience"
- Provision and re-use of reclaimed timber products
- 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.

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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 2020, Move On had a volunteer team (not including Board members) of 192 active volunteers, based between our 4 sites. Volunteers contribute an enormous amount towards the effectiveness and capacity of Move On's services. Quite simply, without our team of amazing volunteers, we would be unable to deliver many of our services.

Key volunteering roles include:

- 18 regular volunteers with Move On Wood Recycling
- 123 mentors
- 13 befrienders
- 38 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 young 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 (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

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*Move On Wood Recycling volunteers*

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 MOWR generally volunteer for 6 hours each day, on average three days per month.

We estimate that between April 2019 and March 2020, our volunteers contributed more than 34,000 hours of their time to Move On, which equates to a time commitment of more than 970x 35 hour weeks, (the equivalent in time of nearly 19 full time staff members!).

**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:

- With a full staff team, our new social enterprise, Move On Wood Recycling (MOWR), completed its first full year of trading. Bedding in any new business is challenging, but we have had a successful year, testing out, developing and improving our pricing and model. From our premises in Granton in North Edinburgh, we have recruited a team of amazing volunteers, built partnerships within the local community, completed delivery of our first employability and training programmes and developed essential relationships with the local construction and events industries. Demand is strong for our re-used wood and related products and we are building a strong customer base.

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- The Operational Risk Department at the Royal Bank of Scotland in Gogarburn has again chosen Move On as their charity partner. In September RBS staff held an amazing gala black tie fundraising dinner in aid of Move On, raising much needed funds and awareness of our work.



*Move On staff, Board members and guests at the Operational Risk charity dinner*

- The excellent work of Move On's Family Food Service was recognised. The Service worked with community partners to develop a Glasgow-wide 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. In June the Service won the Pioneering Project category in the 2019 SCVO Charity Awards. Sadly the European funding which supported the service ended and we were unable to identify replacement income, leading to the difficult decision to wind up the service.
- Move On was excited to be invited to become a partner in Inspiring Scotland's new "Our Future Now" portfolio, which commenced on 01.04.19. Working with young people aged 11 to 25, Move On is providing mentoring, befriending, family and employability support and training. We are excited at playing our part in achieving the OFN vision: *A generation of young people in Scotland have the means, opportunity, and aspiration to thrive in life – economically, socially and culturally – regardless of the challenges they may face.*
- We were absolutely delighted that MOWR was once more shortlisted at the Edinburgh Chamber of Commerce Business Awards, this year for the Circular Economy Innovation Award (again) and for the first time, in the Responsible Business category. While we unfortunately didn't win on the night, we were thrilled to be recognised for the positive environmental and social impact we're making in Edinburgh and the Lothians;



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*Accepting the Pioneering Project Award at the SCVO Scottish Charity Awards*

- In September a team of Move On staff and volunteers, together with supporters from corporate partners RBS and Deloitte ran the Glasgow 10K, raising much needed funds to support our work.
- Move On was selected as one of the winners of this year's "Brand for Growth" exercise. The competition – brought together by the Scottish Government, Community Enterprise and design studio BOLD – gives charities the opportunity to win high investment in their brand.
- In June, we commenced a 3 year partnership as the Glasgow charity partner of Deloitte LLP, as part of their UK-wide "One Million Futures" programme, improving outcomes for young people.
- We established a new Social Enterprise Advisory Forum (SEAF) to help guide and develop our two social enterprises. Working under the Move On board, SEAF members offer a wide range of commercial and industry expertise and experience.

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**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 19 workshop sessions reaching 133 vulnerable young people. These covered a range of issues including; personal development, homelessness, employability, citizenship, harm reduction, healthy relationships, etc.

Move On's long standing relationship with the Care Inspectorate continues with us training and supporting 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 South Lanarkshire, Orkney, Stirling, Aberdeen and Midlothian

In addition they were involved in 15 Single Service Inspections, covering a range of children's services from foster homes to children's residential services. These one day inspections took place, usually with one Young Inspector with Move On supporting travel and preparation. The geographical spread was wide covering; Glasgow, Dundee, Argyll and Bute, Fife, Renfrewshire and the Lothians. Currently there are 14 Young Volunteer Inspectors actively volunteering as Young Inspectors with Move On and the Care Inspectorate.

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*Staff at a Glasgow Champions Board meeting*

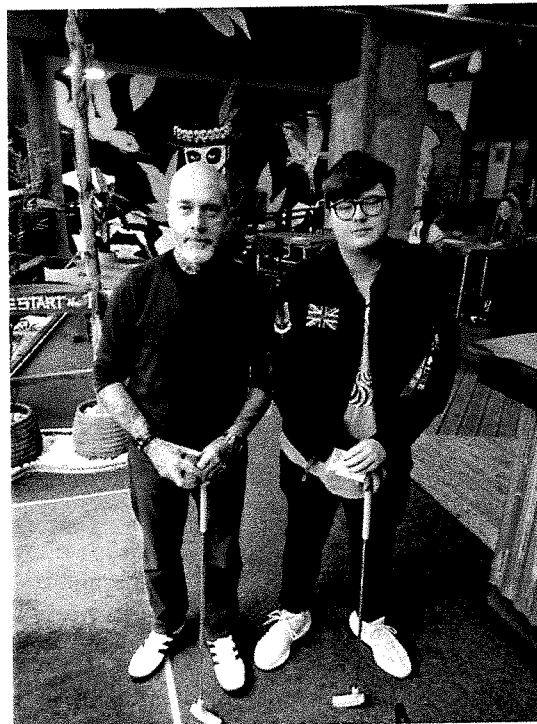
With financial support from the Life Changes Trust, Move On is actively engaging with Champions Boards in Midlothian, Stirling, Glasgow, and Falkirk, with regard to the development of peer mentoring services. Initially, all young people receive some peer mentor training with more intensive training delivered to the older age group. Move On staff have also been in discussion with Champions Boards in Moray, Highlands, East Renfrewshire and North Ayrshire. The purpose is to work with Corporate Parents, offering mentor training to Council staff who may be supporting young people through Champions Board work or who employ Care Experienced young people. Some developmental work was also commenced, to support Care Experienced Young People involved in the Criminal Justice system.

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**Mentoring**

This year, Move On has continued to deliver mentoring support for vulnerable young people in Edinburgh, Glasgow and the Lothians. At the end of the year, we had 123 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 46 young people with a mentor, as well as sustaining matches from the previous year.



*A mentor and mentee celebrate the end of a successful match*

Young people matched with a mentor have experienced a wide range of positive outcomes; with 5 securing employment, 38 re-engaging with school despite experiencing significant difficulties. In addition, 82 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 in November, three Move On mentors; Clare Campbell, Jennifer Martin and Edmund Murray were awarded a Highly Commended Volunteer Award

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**Our Future Now**

As of April, Inspiring Scotland invited Move On to join its new "Our Future Now" portfolio. With financial support from IS, Move On delivers employability, mentoring and personal development support for young people, aged between 11 and 25, who are excluded from opportunity and/or facing multiple and complex barriers. As well as committing financial investment to support Move On's work (for a planned 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).

Our first year as a member of the portfolio was a success. With Move On's support; 163 young people made significant progress, including 22 young people who secured employment, 124 moving into, or sustaining, education opportunities and 17 into training. In addition many achieved softer outcomes such as gaining confidence, growing positive social networks and increasing basic work skills.

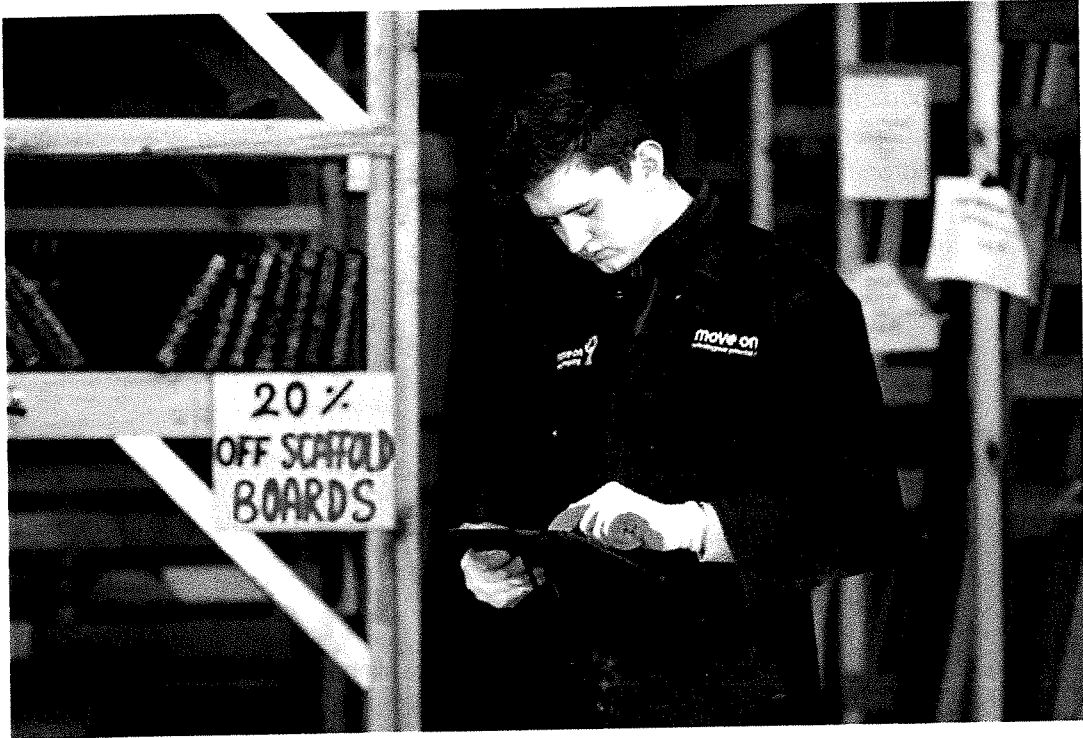
In order to deliver this service, Move On has had to establish and develop positive links and relationships with many agencies. Schools, other Inspiring Scotland-supported "Ventures", statutory agencies, specialist support providers, to name a few. These links have proved instrumental in opening up other opportunities and were a key factor in Move On's participation in Connect2, a Glasgow wide employability programme led by partner FARE, targeting excluded young people unlikely to achieve under a mainstream curriculum.

**Move On Wood Recycling (MOWR)**

This has been a successful year for MOWR, with strong trading, committed volunteers and an effective model in place. Social media has been essential to growing the business and the MOWR team has worked closely with Move On's Marketing and Communications Officer. In addition the team attended a number of trade events and held promotional stalls (including at the Gogarburn headquarters of our corporate partner RBS). We were shortlisted for 2 awards at the annual Edinburgh Chamber of Commerce Award ceremony. In November, we were also delighted that MOWR was shortlisted for the "One to Watch Award" at the Social Enterprise Awards Scotland.

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*Trainee Development Worker Kai in our Move On Wood Recycling timber shop*

Our first full time trainee Kai secured full time employment after his time with us. Of the 24 young people who started our first "Building Brighter Futures" employability programme (with the practical work experience and training element provided by MOWR), 5 secured employment directly afterwards, with 22 of them achieving new qualifications.

We diverted 171 tonnes of waste wood away from landfill and we were able to re-use 101 tonnes of this (59%), either through re-sale, or using it in a range of upcycled products.

### **Literacies**

Move On has continued to deliver community-based literacies work in Glasgow, targeting both adults in recovery and excluded young people. We engaged with 99 young people (57 of whom made positive progress in their family, community or working life as a result of improved literacy skills) and 36 of whom gained an SQA in Communication Skills. Of the 106 adults we worked with (all of whom are in recovery), 74 achieved personal development outcomes.

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*A creative writing workshop with young people on employability training and professional writer Chris McQueer*

**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 poor mental health. With support from our Money and Debt Advice worker, service users maximised their incomes and/or had debts written off with a value of more than £97k.

**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.

By the end of the year we had 139 partner agencies all accessing food on a regular basis. These partners, or "Community Food Members" (CFMs), as we call them, received 986 tonnes of surplus food, allowing them to provide almost 2.4million meals for disadvantaged people experiencing food insecurity in Glasgow and the West of Scotland. This was a 25% increase on the previous year.

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*A volunteer in our FareShare Glasgow and the West of Scotland warehouse*

Towards the end of the year, we notified all CFMs that we would be introducing a new membership fee system, based on a sliding scale, meaning that CFMs receiving more food pay a higher fee. The purpose of this is twofold; to offer CFMs more flexibility in terms of food volumes and costs and to cover more of our operational costs making FSGWS more sustainable in the long term. The new structure was introduced on 1<sup>st</sup> April 2020.

**THE IMPACT OF (the early days) COVID 19**

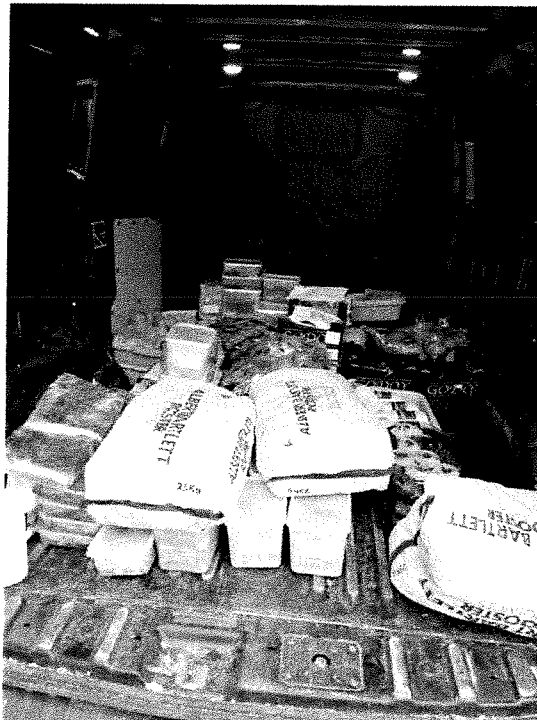
At the time of writing this report, Move On, along with our service users, customers, volunteers and the wider community has been experiencing the impact of the “lockdown” implemented by Government to reduce the spread of Coronavirus (Covid 19), for over 2 months. This has had a huge impact on every aspect of our service delivery. Staff members have had to socially isolate, others are shielding, others have had Covid-type symptoms and have been extremely unwell. Many staff have had to adapt to the challenges of home working, while others have had to get used to the new experience of being furloughed. Staff have also lost loved ones during this testing time. Volunteers have been equally affected, however their enthusiasm has remained undimmed and many have continued to volunteer their time regularly.



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- Following government guidance, MOWR was closed for business in March, with staff members being furloughed. With the assistance of funding from the Third Sector Resilience Fund, MOWR was able to reopen on a limited basis in May 2020.
- FSGWS experienced a combination of a huge spike in demand, together with a badly hit staff team. Although staff were brought in from other Move On services, it was the amazing team of volunteers who were fundamental to sustaining the service and increasing our capacity. After an initial very concerning drop in food volumes, these soon picked up again and we were able to distribute more food to more charity partners. FareShare UK and the UK food industry were key to increasing food volumes, as were a number of local businesses and charities who responded to our appeals for assistance on social media and provided funds and food at very short notice.



*Eusebi Deli donating surplus stock to our FareShare Glasgow and the West of Scotland service*

- Our mentoring and befriending services moved to telephone and screen contact and our staff and volunteers showed considerable commitment and imagination in sustaining their matches. Staff also responded practically on the ground to requests for emergency support with food parcels, assistance with fuel bills, support with the costs of going on-line and regular provision of creative activity packs for families.
- Face to face groupwork and training, including Connect2, also stopped, with staff supporting participants through phone and screen contact, however many participants found it hard to sustain their engagement having been used to the routine of attending sessions in set places on set days and times.
- Our literacies and creative writing work continued on-line and has been very well received.

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- Work with the Care Inspectorate and Life Changes Trust was also affected with the cancelation of service inspections by the Care Inspectorate and Champions Boards ceasing to meet face to face.

Despite these many changes and challenges, the Move On staff and volunteer teams have responded creatively, quickly and energetically sustaining, support for and our commitment to, the health and wellbeing of service users and beneficiaries.

**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, European Regional Development Fund, European Social Fund, FareShare UK, Glasgow City Council, National Lottery Community Fund - Improving Lives, 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:

Austin & Hope Pilkington Trust, Barcapel Foundation, BBC Children In Need, Celtic FC Foundation, Community Resources Network Scotland, Co-op Local Community Fund, David Doig Foundation, Dulverton Trust, Edinburgh Hebrew Congregation, Foundation Scotland Transformation and Growth Fund, Gannochy Trust, Garfield Weston Foundation, Hedley Foundation, Hope Trust, Hub Community Foundation, Hugh Fraser Foundation, Inspiring Scotland, KPE4 Charitable Trust, Life Changes Trust, Merchants House of Glasgow, Miss Agnes H Hunter's Trust, Robertson Trust, Robina Goodlad Memorial Trust, Scottish Book Trust, Souter Charitable Trust, Tesco Bags of Help.

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:

Barclays, Deloitte, The Edrington Group, HSBC, Merchant City Yoga, Nationwide, Royal Bank of Scotland (Operational Risk Management team), Santander, and Scottish Equity Partners.

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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 is included in Move On's current Business Plan and this is now a regular item of Board business.

The major risks which the Board have identified are:

- Covid crisis recovery
- 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:

- Preparation and implementation of a wide ranging Covid recovery and mitigation plan
- Preparing for the planned retirement of the MO Fundraiser in 2021, including ongoing skills development of the newly appointed Fundraising Assistant
- Continuing to identify grant funding and tender opportunities
- Implement a re-brand to strengthen Move On's identity with stakeholders and customers
- Effectively using our Marketing and Comms resource to promote our two social enterprises.
- Continuing to diversify income streams through a greater focus of resources on corporate relationships, events 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
- Continuation 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**

The staff and volunteers continue to deal with the current Covid crisis in their day to day work, with different Move On teams facing different challenges:

- For FSGWS, the challenges are how to continue to operate in a fast paced warehouse environment, responding to hugely increased demand, while ensuring a safe and supportive working environment for staff, volunteers and CFMs.
- For MOWR, the challenge is to begin trading once more after the business was closed and staff put on to furlough.
- For our mentoring and befriending services the challenge is to re-introduce face to face mentoring and befriending safely, considering what elements of the on-line service we have developed during the crisis which we may wish to offer in the long-term and how

we can best support the deteriorating mental health and growing anxiety among the young people we support.

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- For our employability and training services, the key challenge is to deliver group work in a manner which is safe, supportive, successful and in line with Government guidelines. One option is to reduce group sizes and run a larger number of smaller groups, however this could be a major draw on our current staff capacity. We are currently assessing the suitability of current Move On premises for future groupwork delivery.
- For our Fundraiser they key challenge is securing Trust income beyond the current crisis to support the continuation of our day to day service delivery

The Move On board responded positively to an approach from the staff Health and Wellbeing Group and agreed a budget to be used by the Group to promote improved health and wellbeing among the Move On staff team. This group has played a major role in supporting the staff team during lockdown and will continue to play a vital role throughout the year.

More widely, we will complete the user testing of the draft re-brand designs from BOLD Design, with a view to introducing this in 2020.

We are still seeking to fill the vacant role of Treasurer on our board and consider this to be a priority, particularly given the financial challenges due to the Covid crisis.

Given the many variables in funding and income scenarios due to the Covid crisis, the board will be paying additional attention to the quarterly financial re-forecasts (with the first one due in early July). The board has also agreed to hold additional on-line meetings to look at income in particular, in some of the months when the board is not scheduled to meet.

## **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.

The Board has established the Move On Social Enterprise Advisory Forum (SEAF), with clear terms of reference agreed, to help drive the successful development of our two social enterprises FSGWS and MOWR. The Forum is always chaired and headed up by a Board member (currently Andy Hill), with all appointments needing prior agreement of the MO board (which also retains the right to remove members from SEAF).

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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 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 and Board members themselves.

**FINANCIAL REVIEW**

The charity generated a surplus of £45,646 (2019: £67,301). Total income amounted to £1,563,823 (2019: £1,437,800), of which £1,142,418 (2019: £1,130,511) was related to restricted projects and £421,405 (2019: £307,289) to unrestricted funds.

At the balance sheet date, the unrestricted funds were £293,446 (2019: £347,290) with £194,364 (2019: £94,874) 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 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 £271,875 (being total of unrestricted funds less amounts of £21,571 tied up in fixed assets) representing between two and three months of expenditure which is slightly below the desired level. The Directors have budgeted for 2020-21 activities on the basis of boosting the free reserve position.

**Key Management Personnel**

In addition to the trustees (directors), the key management personnel are:

- John Hinton, Executive Director;
- Jim Burns, Director of Operations.

All directors give of their time freely and no director received remuneration in the year. Details of directors' expenses are disclosed in note 4 to the accounts.

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**Report of the Trustees for the year ended 31 March 2020**

**Trustee's responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of 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 General 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.

**MOVE ON**  
**(A company limited by guarantee)**

**Report of the Trustees for the year ended 31 March 2020**

**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: Ash Mohammed (Chair)



Name: Lisa Dawson

Date: 28 July 2020

**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 2020**

**Opinion**

We have audited the financial statements of Move On, (the charitable company) for the year ended 31 March 2020 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 2020 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 2020**

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 20, 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 2020**

**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 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](http://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 (Audit) Ltd, Statutory Auditor

168 Bath Street  
Glasgow  
G2 4TP

Date: 28 July 2020

Wylie & Bisset (Audit) Ltd 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 2020****(Including an Income and Expenditure account)**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>Income and endowments from:</b>							
Donations and legacies	5	26,422	-	26,422	14,579	-	14,579
Charitable activities	6	393,690	1,141,545	1,535,235	290,280	1,130,511	1,420,791
Other trading activities	7	353	-	353	1,593	-	1,593
Investments	8	940	-	940	837	-	837
Other incoming resources	9	-	873	873	-	-	-
<b>Total Income</b>		<b>421,405</b>	<b>1,142,418</b>	<b>1,563,823</b>	<b>307,289</b>	<b>1,130,511</b>	<b>1,437,800</b>
<b>Expenditure on:</b>							
Raising funds							
Raising donations & legacies	10	40,060	-	40,060	35,967	-	35,967
Charitable activities	12	435,189	1,042,928	1,478,117	253,544	1,080,988	1,334,532
<b>Total Expenditure</b>		<b>475,249</b>	<b>1,042,928</b>	<b>1,518,177</b>	<b>289,511</b>	<b>1,080,988</b>	<b>1,370,499</b>
<b>Net (expenditure)/income for the year</b>		<b>(53,844)</b>	<b>99,490</b>	<b>45,646</b>	<b>17,778</b>	<b>49,523</b>	<b>67,301</b>
Transfers between funds		-	-	-	2,945	(2,945)	-
<b>Net movement in funds</b>		<b>(53,844)</b>	<b>99,490</b>	<b>45,646</b>	<b>20,723</b>	<b>46,578</b>	<b>67,301</b>
<b>Funds reconciliation</b>							
Total Funds brought forward	21	347,290	94,874	442,164	326,567	48,296	374,863
<b>Total Funds carried forward</b>	<b>21</b>	<b>293,446</b>	<b>194,364</b>	<b>487,810</b>	<b>347,290</b>	<b>94,874</b>	<b>442,164</b>

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 2020**

	Note	2020 £	2019 £
<b>Fixed assets:</b>			
Tangible assets	16	146,462	114,206
<b>Total fixed assets</b>		<u>146,462</u>	<u>114,206</u>
<b>Current assets:</b>			
Stock		2,096	1,369
Debtors	17	414,320	232,825
Cash at bank and in hand	24	409,738	247,638
<b>Total current assets</b>		<u>826,154</u>	<u>481,832</u>
<b>Liabilities:</b>			
Creditors falling due within one year	18	<u>(474,806)</u>	<u>(153,874)</u>
<b>Net current assets</b>		351,348	327,958
Provisions for liabilities and charges	20	10,000	-
<b>Net assets</b>		<u>487,810</u>	<u>442,164</u>
<b>The funds of the charity:</b>			
Restricted income funds	21	194,364	94,874
Unrestricted funds	21	<u>293,446</u>	<u>347,290</u>
<b>Total charity funds</b>		<u>487,810</u>	<u>442,164</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: Ash Mohammed (Chair)

  
Name: Lisa Dawson

Date: 28 July 2020

**REGISTERED COMPANY NO: SC178293**

**MOVE ON**  
**(A company limited by guarantee)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDING 31 MARCH 2020**

	Note	Total Funds 2020 £	Prior Year 2019 £
<b><i>Cash flows from operating activities:</i></b>			
<b>Net cash provided by operating activities</b>	23	213,654	46,418
<b><i>Cash flows from investing activities:</i></b>			
Dividends, interest and rents from investments		940	837
Purchase of property, plant and equipment		(52,494)	(59,619)
<b>Net cash (used in) investing activities</b>		(51,554)	(58,782)
<b>Change in cash and cash equivalents in the year</b>		162,100	(12,364)
Cash and cash equivalents brought forward	24	247,638	260,002
<b>Cash and cash equivalents carried forward</b>	24	409,738	247,638

## **MOVE ON**

**(A company limited by guarantee)**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **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 21.

##### **(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 2020**

#### **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 19).

#### **(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 11.

**MOVE ON**

**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

**(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 12. 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.

**(m) Taxation**

The company is a charitable company within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.



## MOVE ON

(A company limited by guarantee)

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3. 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.

#### 4. 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 (2019: £nil). Expenses totalling £55 (2019: £109) were claimed by one Trustee in the year. No expenses were waived by trustees (2019: £nil). A related party paid a monthly unconditional donation of £200 (2019: £200) throughout the year.

#### 5. Income from donations and legacies

	2020	2019
	£	£
Donations	26,422	14,579
	<u>26,422</u>	<u>14,579</u>

#### 6. Income from charitable activities

	2020	2019
	£	£
Social Enterprise	599,415	502,301
Support	308,610	372,886
Training & Employability	627,210	545,604
	<u>1,535,235</u>	<u>1,420,791</u>

#### 7. Income from other trading activities

	2020	2019
	£	£
Training & consultancy fees	353	1,593
	<u>353</u>	<u>1,593</u>

#### 8. Investment income

	2020	2019
	£	£
Bank Interest	940	837
	<u>940</u>	<u>837</u>

**MOVE ON**  
**(A company limited by guarantee)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

**9. Other incoming resource**

	2020 £	2019 £
Coronavirus Job Retention Scheme Monies	873	-
	<u>873</u>	<u>-</u>

**10. Raising funds**

	Direct Costs £	Support Costs £	Total 2020 £
Staff costs	40,060	-	40,060
	<u>40,060</u>	<u>-</u>	<u>40,060</u>

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

**11. 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	2020 Total allocated £	Social Enterprise £	Support £	Training & Employability £	Governance £	Basis of Apportionment
Staff costs	168,443	59,891	66,088	37,411	5,053	Staff time
Administration	10,204	3,730	4,106	2,368	-	Staff time
Insurance	5,059	1,850	2,035	1,174	-	Staff time
Professional fees	10,913	3,989	4,391	2,533	-	Staff time
Property costs	22	8	9	5	-	Staff time
Publicity	2,589	946	1,042	601	-	Staff time
Telephone	2,334	853	939	542	-	
Travel & Transport	9,818	3,589	3,950	2,279	-	Staff time
Volunteer & service user costs	552	202	222	128	-	
Miscellaneous	3,310	1,210	1,332	768	-	Staff time
Depreciation	20,238	7,398	8,143	4,697	-	Staff time
<b>Total</b>	<u>233,482</u>	<u>83,666</u>	<u>92,257</u>	<u>52,506</u>	<u>5,053</u>	

**MOVE ON****(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****11. Allocation of governance and support costs (Continued)**

Cost type	2019 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
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
<b>Total</b>	<b>187,983</b>	<b>67,231</b>	<b>74,148</b>	<b>42,145</b>	<b>4,459</b>	

**Governance costs:**

	2020 £	2019 £
Audit Fee	4,319	4,115
Accounts preparation	2,307	1,561
Directors meetings expenses	-	109
Support costs	5,053	4,459
	<b>11,679</b>	<b>10,244</b>

**Allocation of governance and other support costs:**

	Support Costs	Governance	2020 £
Social Enterprise	83,666	4,269	87,935
Support	92,257	4,699	96,956
Training & Employability	52,506	2,711	55,217
Total allocated	<b>228,429</b>	<b>11,679</b>	<b>240,108</b>

**Allocation of governance and other support costs:**

	Support Costs	Governance	2019 £
Social Enterprise	67,231	3,744	70,975
Support	74,148	4,122	78,270
Training & Employability	42,145	2,378	44,523
Total allocated	<b>183,524</b>	<b>10,244</b>	<b>193,768</b>

**MOVE ON****(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****12. Analysis of expenditure on charitable activities**

	<b>Social Enterprise</b>	<b>Support</b>	<b>Training &amp; Employability</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff costs, training & recruitment	203,941	212,165	402,368	818,474
Administration	3,011	1,599	1,475	6,085
Professional fees	2,441	4,909	2,360	9,710
Property Costs	114,263	22,913	40,674	177,850
Publicity	3,404	1,078	1,696	6,178
Telephone	4,141	6,328	5,900	16,369
Travel & transportation	57,193	2,908	829	60,930
Volunteer & service user costs	29,255	24,951	61,526	115,732
Bank interest and commission	1,208	-	-	1,208
Miscellaneous expenses	24,238	1,206	29	25,473
Governance costs (note 11)	4,269	4,699	2,711	11,679
Support costs (note 11)	83,666	92,257	52,506	228,429
	<u>531,030</u>	<u>375,013</u>	<u>572,074</u>	<u>1,478,117</u>

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

**MOVE ON****(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****13. Analysis of staff costs and remuneration of key management personnel**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Salaries and wages	770,395	873,057
Social security costs	64,816	55,882
Employer contributions to defined contribution pension schemes	17,034	15,618
Total staff costs and employee benefits	<u>852,245</u>	<u>944,557</u>

The charity made £17,034 of contributions to the pension plan on behalf of the employees (2019: £15,618).

No employees had employee benefits in excess of £60,000 (2019: Nil).

	<b>2020</b>	<b>2019</b>
	<b>No.</b>	<b>No.</b>
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>49</u>	<u>47</u>

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Key Management Personnel remuneration	<u>96,435</u>	<u>99,247</u>

**14. Net income/(expenditure) for the year**

This is stated after charging:	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Depreciation	20,238	12,768
Auditor's remuneration:		
Audit fees	4,319	4,115
Accountancy services	<u>2,307</u>	<u>1,561</u>

**MOVE ON**  
**(A company limited by guarantee)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

**15. Government Grants**

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

Scottish Government - £73,750 (2019 - £87,205). The funding was received in order to facilitate the provision of the Housing Education and Fareshare services.

Scottish Government's Aspiring Communities Fund supported by the European Support Fund - £32,693 (2019 - £126,851). The funding was received for the Family Food Service.

FareShare Scottish Government EU Exit - £46,000 – Mitigation against the potential impact of EU Exit on vulnerable communities affected by food insecurity.

HMRC - £873 (2019 - £Nil). The funding was received for the Coronavirus Job Retention Scheme.

City of Edinburgh Council - £17,500 (2019 - £17,500) for volunteering for disadvantaged young people.

City of Edinburgh Council - £Nil (2019: £38,313) for mentoring for Care Experienced Young People and those attending Social, Emotional and Behavioural Difficulties schools.

Glasgow City Council - £25,709 (2019 - £25,709). The funding was received for literacy and numeracy support.

Glasgow City Council - £Nil (2019 - £50,475). The funding was received for the Connect2 service.

National Lottery Heritage Fund - £Nil (2019: £9,200). The funding was received for Skills and Employability projects.

Zero Waste Scotland/European Regional Development Fund - £58,349 (2019 - £125,204) for developing a successful trading model for Move On Wood Recycling.

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 2020****16. Tangible Fixed Assets**

	Property Improvements £	Office Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
<b>Cost or valuation</b>					
At 1 April 2019	97,458	5,898	38,470	13,990	155,816
Additions	950	868	-	50,676	52,494
Disposals	-	-	-	-	-
At 31 March 2020	<u>98,408</u>	<u>6,766</u>	<u>38,470</u>	<u>64,666</u>	<u>208,310</u>
<b>Depreciation</b>					
At 1 April 2019	16,159	4,628	18,783	2,040	41,610
Charge for the year	10,717	485	3,937	5,099	20,238
Eliminated on disposals	-	-	-	-	-
At 31 March 2020	<u>26,876</u>	<u>5,113</u>	<u>22,720</u>	<u>7,139</u>	<u>61,848</u>
<b>Net book value</b>					
At 31 March 2020	<u>71,532</u>	<u>1,653</u>	<u>15,750</u>	<u>57,527</u>	<u>146,462</u>
At 31 March 2019	<u>81,299</u>	<u>1,270</u>	<u>19,687</u>	<u>11,950</u>	<u>114,206</u>

**17. Debtors**

	2020 £	2019 £
Trade debtors	367,561	192,638
Other debtors	46,759	40,187
	<u>414,320</u>	<u>232,825</u>

**18. Creditors: amounts falling due within one year**

	2020 £	2019 £
Trade creditors	30,853	20,141
Deferred income (Note 19)	382,055	70,444
Other creditors	61,898	63,289
	<u>474,806</u>	<u>153,874</u>

**19. Deferred income**

	£
Balance as at 1 April 2019	70,444
Amount released to income earned from charitable activities	(70,444)
Amount deferred in year	382,055
Balance as at 31 March 2020	<u>382,055</u>

Deferred income comprises Fare Share fees paid in advance by members and grants received for the year to 31 March 2021.

**MOVE ON**

(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****20. Provision for liabilities and charges**

	2020 £	2019 £
Lease dilapidations	10,000	-

**21. Analysis of charitable funds**

Analysis of Fund movements 2020	Balance b/fwd 2019 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2020 £
<b>Unrestricted funds</b>					
Fixed Asset Fund	25,664	-	5,911	1,818	21,571
Dilapidations Fund	10,000	-	-	(10,000)	-
<b>Total designated funds</b>	35,664	-	5,911	(8,182)	21,571
General funds	311,626	421,405	469,338	8,182	271,875
<b>Total unrestricted funds</b>	347,290	421,405	475,249	-	293,446
<b>Restricted fund</b>					
<b>Skills and Employability</b>					
Miss Agnes H Hunter's Trust	-	6,000	6,000	-	-
City of Edinburgh Council	-	17,500	17,500	-	-
FARE/Inspiring Scotland/Hub	-	28,237	28,237	-	-
Community Foundation					
Glasgow City Council	-	25,709	25,709	-	-
Inspiring Scotland	-	80,000	80,000	-	-
Inspiring Scotland/Hub	-	34,548	34,548	-	-
Community Foundation					
Robertson Trust	-	18,000	18,000	-	-
Scottish Government	-	25,000	25,000	-	-
Gannochy Trust	-	20,000	20,000	-	-
Barcapel Foundation	-	10,000	10,000	-	-
Hope Trust	-	7,000	7,000	-	-
David Doig Foundation	-	1,500	1,500	-	-
Scottish Book Trust	-	500	500	-	-
Souter Charitable Trust	-	3,000	3,000	-	-
Coronavirus Job Retention Scheme	-	59	59	-	-
Wheatley Eat Well	-	18,000	18,000	-	-
<b>Mentoring</b>					
BBC Children in Need	-	33,841	33,841	-	-
Inspiring Scotland / Scottish Government	-	48,801	48,801	-	-
Intandem					
Life Changes Trust	-	20,749	20,749	-	-
Life Changes Trust	-	72,926	72,926	-	-
National Lottery Community Fund – Improving Lives	-	48,498	48,498	-	-
Hedley Foundation	-	2,500	2,500	-	-
City of Edinburgh Council	-	9,578	9,578	-	-
Employability Third Party Grant					
Austin & Hope Pikington Trust	-	5,000	5,000	-	-



**MOVE ON**

(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2020	Balance b/fwd 2019 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2020 £
KPE4 Charitable Trust	-	5,687	5,687	-	-
<b>Fareshare</b>					
FareShare UK – ASDA Capital Funding	-	56,400	-	-	56,400
FareShare UK – ASDA Van Funding	-	63,750	-	(50,676)	13,074
FareShare UK - Scottish Government	-	48,750	48,750	-	-
FareShare UK - STV Appeal	-	10,000	10,000	-	-
FareShare UK - AFSP	-	37,500	37,500	-	-
FareShare UK - Asda	-	22,967	22,967	-	-
FareShare UK – National Lottery Community Fund	-	50,990	50,990	-	-
Celtic FC Foundation	-	2,500	2,500	-	-
Co-op Local Community Fund	-	2,358	2,358	-	-
Merchants House of Glasgow	-	2,500	2,500	-	-
FareShare UK - Scottish Government EU Exit	-	46,000	46,000	-	-
Tesco Bags of Help	-	2,435	2,435	-	-
<b>Family Food service</b>					
Scottish Government – Aspiring Communities Fund (European Social Fund)	6,332	32,693	39,025	-	-
Robina Goodlad Family Trust	-	1,750	1,750	-	-
<b>Wood Recycling</b>					
Zero Waste	-	58,349	58,349	-	-
Scotland/European Regional Development Fund					
Coronavirus Job Retention Scheme	-	814	814	-	-
<b>Training</b>					
SCVO CJS Payments	-	57,217	57,217	-	-
Wheatley Trainees	-	102,812	102,812	-	-
<b>Fixed Asset Fund</b>	88,542	-	14,328	50,676	124,890
<b>Total restricted funds</b>	94,874	1,142,418	1,042,928	-	194,364
<b>TOTAL FUNDS</b>	442,164	1,563,823	1,518,177	-	487,810

**MOVE ON**

(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2019	Balance b/fwd 2018 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2019 £
<b>Unrestricted funds</b>					
Fixed Asset Fund	22,988	-	5,850	8,526	25,664
Dilapidations Fund	-	-	-	10,000	10,000
<b>Total designated funds</b>	22,988	-	5,850	18,526	35,664
General funds	303,579	307,289	283,661	(15,581)	311,626
<b>Total unrestricted funds</b>	326,567	307,289	289,511	2,945	347,290
<b>Restricted fund</b>					
<b>Skills and Employability</b>					
Miss Agnes H Hunter's Trust	-	1,500	1,500	-	-
Robertson Trust	-	18,000	18,000	-	-
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 Appeal	-	2,000	2,000	-	-
<b>Mentoring</b>					
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	-	27,108	27,108	-	-
Intandem					
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	-	3,650	3,650	-	-
Local Community Grants					
KPE4 Charitable Trust	-	19,900	19,900	-	-
<b>Inspiring Scotland</b>					

**MOVE ON**

(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2019	Balance b/fwd 2018 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2019 £
Glasgow City Council (Connect 2)	-	50,475	50,475	-	-
FARE BBFF Grant	-	13,362	13,362	-	-
Inspiring Scotland	-	65,000	65,000	-	-
<b>Fareshare</b>					
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	-	36,000	36,000	-	-
Lottery Community Fund					
FareShare Scottish	-	38,872	38,872	-	-
Government					
FareShare Scottish					
Government – Increasing					
Redistribution of Surplus	-	23,333	23,333	-	-
Food					
FareShare Scottish	-	12,500	12,500	-	-
Government – Food Pantry					
Development (Glasgow)					
Hugh Fraser Foundation	-	3,000	3,000	-	-
Zero Waste Scotland /	-	37,103	-	(37,103)	-
European Regional					
Development Fund Blast					
Freezer					
Trades House of Glasgow	-	1,500	1,500	-	-
FareShare UK - Tesco	-	4,430	4,430	-	-
Wheatley Eat Well	-	18,000	18,000	-	-
<b>Family Food service</b>					
Scottish Government –	-	126,851	120,519	-	6,332
Aspiring Communities					
Fund (European Social					
Fund)					
<b>Wood Recycling</b>					
Inspiring Scotland	3,929	-	3,929	-	-
Miss ME Swinton	-	1,000	1,000	-	-
Paterson's Charitable Trust					
Zero Waste Scotland	-	88,101	88,101	-	-
Dr Guthrie's Association	-	1,000	1,000	-	-
Grant					
<b>Training</b>					
SCVO CJS Payments	-	62,105	62,105	-	-
Wheatley Trainees	-	76,710	76,710	-	-
<b>Fixed Asset Fund</b>	44,367	-	6,918	51,093	88,542
<b>Total restricted funds</b>	48,296	1,130,511	1,080,988	(2,945)	94,874
<b>TOTAL FUNDS</b>	374,863	1,437,800	1,370,499	-	442,164

## MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### 21. 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:

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

The unrestricted funds includes funds received from the following sources:

- The Dulverton Trust – Core funding towards achieving Move On's volunteering and service user strategies.
- Garfield Weston Foundation – Core funding to help increase the impact and sustainability of Move On's social enterprises and build capacity to support more disadvantage people.

Dilapidations – Provision for the cost of future repair or restorative work to Move On rented premises. This fund was released at 31 March 2020.

- b) The charity has the following restricted funds:

- Skills & Employability – Miss Agnes H Hunter's Trust; Employability training for vulnerable young people.
- Skills & Employability – City of Edinburgh Council; Volunteering for disadvantaged young people.
- Skills & Employability – FARE/Inspiring Scotland/Hub Community Foundation; Connect 2 – for employability training for disadvantaged school leavers plus costs.
- Skills & Employability – Glasgow City Council; Integrated Grant Fund for literacy and numeracy support and creative writing workshops for people of all ages.
- Skills & Employability – Inspiring Scotland; Participation in the Our Future Now Portfolio to work with young people in Scotland to fulfil their potential and to overcome challenges and barriers.
- Skills & Employability – Inspiring Scotland/Hub Community Foundation; Employability training for vulnerable young people.
- Skills & Employability – Robertson Trust; Employability training for vulnerable young people.
- Skills & Employability – Gannochy Trust; Move On Person-Centred Employability Pathway.
- Skills & Employability – Barcapel Foundation; Move On Person-Centred Employability Pathway.
- Skills & Employability – Hope Trust; Advancing the cause of temperance through the promotion of temperance work and the combatting of all forms of substance abuse.
- Skills & Employability – David Doig Foundation; Creative writing workshops for young people.
- Skills & Employability – Scottish Book Trust; Book Week Scotland 2019 Event.
- Skills & Employability – Souter Charitable Trust; Forklift training.
- Skills & Employability – Coronavirus Job Retention Scheme; Wage support for staff furloughed due to Coronavirus.
- Skills & Employability – Wheatley Eat Well; Trainee Support and accreditation, and the colocation of Eat Well.
- Skills & Employability – Who Cares? Scotland; "Reaching Higher" traineeships for care-experienced young people.
- Skills & Employability – Endrick Trust; Support for disadvantaged young people.

## **MOVE ON**

**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

### **21. Analysis of charitable funds (Continued)**

- 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.
- 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 – 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 – Foundation Scotland Transformation and Growth Fund; 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 – Capital City Partnership; City of Edinburgh Council – Mentoring for care-experienced young people and for those attending SEBD schools.
- 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 – National Lottery Community Fund – Improving Lives; Increasing capacity to support young people to improve their health and well-being through the introduction of trauma-skilled practice.
- Mentoring – Hedley Foundation; Mentoring activities for disadvantaged and homeless 14-25 year olds.
- Mentoring – Austin & Hope Pilkington Trust; Move On Mentoring for Wellbeing.
- Mentoring – KPE4 Trust; Mentoring for disadvantaged young people.
- 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 – 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.
- Inspiring Scotland/Housing Education – Glasgow City Council/Connect 2; For employability training for disadvantaged school leavers plus costs.
- Inspiring Scotland – FARE BBFF Grant - Connect2; For employability training for disadvantaged school leavers plus costs.
- Inspiring Scotland; Employability and Mentoring for 14-19 year olds.
- FareShare – ASDA Capital Funding; Funding for capital improvement works at the FareShare depot.
- FareShare UK ASDA – Regional centre volunteer and operational development.

## **MOVE ON**

**(A company limited by guarantee)**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **21. Analysis of charitable funds (Continued)**

- FareShare – ASDA Van Funding; Funding for capital purchase of vans for FareShare
- FareShare – FareShare UK - Scottish Government; FareShare UK – Scottish Government – Support of operational costs, food pantry development and increasing redistribution of surplus food.
- FareShare – FareShare UK - STV Appeal; Emergency response to address the immediate needs of the most vulnerable as a direct result of the Covid-19 pandemic.
- FareShare – FareShare UK - AFSP; Scottish Government Access to Free Sanitary Products (Period Poverty).
- FareShare – FareShare UK National Lottery Community Fund; Community Food Member and volunteer development.
- FareShare – Celtic FC Foundation; Providing food parcels to local families and vulnerable individuals.
- FareShare – Co-op Local Community Fund; Family Food Service.
- FareShare – Merchants House of Glasgow; Move On FareShare Volunteer Employability Project.
- FareShare – FareShare UK - Scottish Government EU Exit; Mitigation against the potential impact of EU Exit on vulnerable communities affected by food insecurity.
- FareShare – FareShare UK Tesco; Personal food collection donations through Tesco.
- FareShare – Edrington Group; For FareShare.
- 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 – Hugh Fraser Foundation; For training and supporting young people through FareShare.
- 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 – Wheatley Eat Well; Trainee support and accreditation, and the colocation of Eat Well.
- Family Food Service – Robina Goodlad Family Trust; Family Food Service.
- Family Food Service – Scottish Government’s Aspiring Communities Fund supported by the European Social Fund; For Family Food Service Holiday Hunger Network.
- 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 – Coronavirus Job Retention Scheme; Wage support for staff furloughed due to Coronavirus.
- 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 – Dr Guthrie’s Association; Move On Wood Recycling tools and training.

**MOVE ON****(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****21. Analysis of charitable funds (Continued)**

- Training – SCVO/Community Jobs Scotland; Salary payments for trainees.
- Training – Wheatley Group; Salary payments for trainees.
- The Fixed Asset Fund represents the net book value of assets acquired under using restricted funds which still carry continuing restrictions.

**22. Net assets over funds**

<b>As at 31 March 2020</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2020 £</b>
Fixed assets	21,572	124,890	146,462
Stocks	2,096	-	2,096
Debtors	413,447	873	414,320
Cash at bank	341,137	68,601	409,738
Current liabilities	(474,806)	-	(474,806)
Provision for liabilities and charges	(10,000)	-	(10,000)
	<u>293,446</u>	<u>194,364</u>	<u>487,810</u>

<b>As at 31 March 2019</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2019 £</b>
Fixed assets	25,664	88,542	114,206
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>

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

	<b>2020 £</b>	<b>2019 £</b>
Net income/ (expenditure) for the year (as per the Statement of Financial Activities)	45,646	67,301
Adjustments for:		
Depreciation charges	20,238	12,768
Dividends, Interest, and rents from investments	(940)	(837)
(Increase) in debtors	(181,495)	(28,201)
Increase/(Decrease) in creditors	330,932	(3,244)
(Increase) in stock	(727)	(1,369)
Net cash provided by/ (used) by operating activities	<u>213,654</u>	<u>46,418</u>

**MOVE ON**  
**(A company limited by guarantee)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

**24. Analysis of cash and cash equivalents**

	2020	2019
	£	£
Cash in hand	409,738	247,638
Total cash and cash equivalents	<u>409,738</u>	<u>247,638</u>

**25. 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	
	2020	2019	2020	2019
	£	£	£	£
Less than 1 year	2,325	2,222	102,350	100,415
Between 2 and 5 years	6,619	2,347	292,500	328,850
In more than 5 years	-	-	46,000	112,000
	<u>8,944</u>	<u>4,569</u>	<u>440,850</u>	<u>541,265</u>