

CHARITY NO: SC026983

COMPANY NO: SC178293

**MOVE ON
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

MOVE ON
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	Lisa Dawson Yasmin Nabi Ash Mohammed (Chairperson) Kaja Czuchnicka Helen McCann Andrew Hill (resigned 26.04.22) Rachael Elspeth Robertson (Treasurer) Alice Ransom (appointed 22.06.21) David Strain (appointed 22.06.21)
Executive Director	John M Hinton
Principal Office	4 th Floor 24 St Enoch Square Glasgow G1 4DB
Charity Number:	SC026983
Company Number:	SC178293
Independent Auditors	Wylie & Bisset (Audit) Ltd Chartered Accountants 168 Bath Street Glasgow G2 4TP
Bankers	The Co-operative Bank PLC PO Box 250 Delf House Southway Skelmersdale WN8 6NY

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Report of the Trustees for the year ended 31 March 2022

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2022.

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 Vision

Our vision is a Scotland where every person can confidently navigate through the ups and downs of life and achieve their potential.

Move On's Mission

Our mission is to support vulnerable people to achieve personal goals and make positive lasting change in their lives.

Move On's Values

How we do what we do is important and 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

Move On will deliver our mission and vision through offering a range of services, which meet the needs of our service users and volunteers, which are flexible and innovative, responding to changing needs and circumstances. Our mentoring, befriending and various employability services offer the key relationships and opportunities, which enable people to set goals, recognise and develop their skills, build confidence, grow their social networks and gain the qualifications and work experience they need to reach their potential and achieve a brighter future.

Move On’s services are delivered in a manner which is trauma informed/skilled, person-centred and asset-based. We are committed to supporting people where they need it, when they need it and for as long as they need it.



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Services and Social Enterprises

Current services include:

- 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, through Move On Wood Recycling (MOWR).
- 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.
- Driver training through our newly established Driver Employability Training Scheme (or “DETS”)

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.

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ACHIEVEMENTS AND PERFORMANCE

Move On People and Services During the Pandemic

Move On's Ongoing Covid Response

While the pandemic continued to present significant challenges to Move On staff, volunteers, service users, customers and other stakeholders, the roll out of the vaccination programme across Scotland offered significant hope, along with the means to weather the worst effects of

Covid. However staff and volunteers still had to cope with concern over their own health and wellbeing, together with that of loved ones, while at the same time, trying to remain professional and motivated. The impact of lockdown particularly on our service users was becoming more and more apparent with real concerns emerging around the mental health of many young people we were supporting.

The ending of lockdown relieved some of the pressures faced by staff members working from home, particularly colleagues in smaller or more crowded homes and those with school-aged children. Move On moved to hybrid working patterns for many staff members, who were able to balance home working with returning to our office bases, which continued to be operated along NHS and government guidelines. Having kept our two social enterprises open throughout the pandemic, had given us a real insight into how to keep workplaces going, while abiding by the changing Covid requirements.

Move On's participation in the furlough scheme was much smaller than for other businesses as we focused on retaining our people to continue to deliver services wherever possible and by April 21, this had all but ceased.

The wider availability of Lateral Flow Tests (LFTs) meant that Move On staff were able to test on a regular basis from May 2021. Our vital work redistributing surplus food through FSGWS, meant that we were able to secure regular supplies of LFTs direct from government. All Move On staff were asked to test at least twice weekly and it proved successful in identifying a number of colleagues who tested positive while having no symptoms. Maintaining regular LFTs remains a key part of our response to Covid and keeping our people safe. Other mitigations such as social distancing, wearing of masks, new signage, sanitising stations, regular handwashing, enhanced cleaning, organising the teams into "bubbles" were maintained for different periods of time depending on government guidance. Keeping the teams in bubbles, particularly in busy workplaces such as FSGWS (where up to 30 people (staff and volunteers) may be working together on a single day.

Whereas our Covid response in 20/21 focused on a lot of practical support to ensure people had access to digital connectivity, laptops/tablets/smartphones, food, power and literacy and activity packs, our focus this year has been primarily aimed at supporting people's deteriorating mental health. More and more of those coming to us for support and in particular young people, reported increasing levels of anxiety, self-doubt, loneliness and isolation, along with a decrease in motivation and aspirations.

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Our People

As in the first year of the pandemic, our people showed huge resilience and their performance, commitment, energy, enthusiasm and creativity remained excellent. Sickness levels continued to remain low and productivity remained high. Move On continued to focus on health and wellbeing for staff and volunteers alike. Increased 1:1 support was provided along with more regular team meetings. All staff and trainees were offered free confidential counselling and many took advantage of this.

The easing of restrictions, meant a gradual return to the workplace for some Move On staff. While many staff were delighted to be seeing colleagues face to face again, this was constrained by a major flood in our Glasgow office putting it out of action for several months.

The Health and Wellbeing Committee (HWC)

The vital work of the HWC continued and was well received by the wider staff team throughout the year. The Committee wrote:

We continue to provide some of the support which we offered last year, but this has been adapted, based on staff feedback and needs. We have now cancelled our membership with the Wee Retreat in Glasgow as staff and volunteers were no longer using this. This decision was made after a questionnaire was completed by the staff team and they said although this was beneficial during lockdown they were now going out to Yoga and fitness classes in person rather than using this online.

We planned for the year based on feedback from a staff survey and regular feedback from the staff teams throughout the year. The staff team was very pleased to be able to do more activities in person and felt more connected with their colleagues. We organised coffee mornings, team fun days, team meals, and lunchtime walks. We offered staff tickets to the cinema or Fringe Festival shows and we ran film/TV show recommendations groups to discuss this. The book club that originated from the HWC is ongoing and staff can share their reviews in regular online meetings and have access to free books. The staff team has said that it feels great to have the option to get involved in these H&W activities and it is great that there are more options to benefit from this individually as well as in groups. We offered a massage/pamper voucher and a cosy night-in voucher as options to suit everyone, which were very popular. Staff members do speak to the HWC representatives about any ideas or worries about health and wellbeing and this is an invaluable support for the staff. We will continue to adapt the support based on the needs of the staff.

As in the previous year, the positive attitude and commitment of our people, helped by a range of additional supports from Move On, meant that at a time of huge disruption and challenge we maintained (and in several areas increased) our support for those who depend on us.

Erasmus +

Move On is a named partner with GCA and Light on the Path for Erasmus+ staff training programmes. These are excellent opportunities for staff to work in other countries to learn and share best practice in supporting adults in recovery. The first two trips since COVID took place in June and July this year to Sweden and Italy. 3 members of our team took part in the programme and have reported positive impact in their personal development.

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“The Erasmus+ Elevate trip is an amazing opportunity for staff to develop and learn. I found a new passion and enthusiasm for my role at Move On through the experience I had abroad and have new games and exercises to use with the young people in my employability groups. I was also able to learn new skills, such as supporting people in recovery. This is different to my everyday role at Move On so it has helped me grow as a development worker. I cannot recommend the experience enough as the cultural, historical, and personal development opportunities offered were incredible and made me feel very lucky to have taken part.”

Rebecca Tennant Move On Development Worker Italy trip 2022.

Trauma Informed Practice

Our ongoing roll out of trauma informed practice across Move On is progressing. This year, 144 volunteers and staff took part in a wide range of Trauma Informed training. Including online modules with the NHS Education for Scotland on Trauma, tailored trauma awareness training, disclosure and re-traumatisation training, mental health and wellbeing training with FareShare, co-produced training on Anger Management and Transactional Analysis.

Staff participated in reflection sessions (a safe space to share good practice, what's not gone so well, share any worries/concerns you have or things you are enjoying, and have open discussions with colleagues). Attendance is voluntary and feedback from the team has been positive.

Throughout the year 3-4 volunteers with lived experience met regularly to co-produce and co-design training and toolkits for the staff and volunteers. We ran training on Transactional Analysis and Anger Management. The group created a toolkit for staff and volunteers and they are working on a training session on PTSD and CPTSD.

The amount of CAHMS referrals has nearly doubled since 2019/20 and team members are working with complex caseloads, particularly since the pandemic. Staff have reported that they feel more confident to approach sensitive topics with young people and use the risk assessment, wellbeing plan and toolkits. They have a deeper understanding of the impact of trauma and we will continue to develop this and embed it into our practice over the years

We have more work to do within MOWR and FareShare and within the Mentoring and Employability team and we will continue to build on this working with staff, young people and volunteers.



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Volunteers

As at 31 March 2022, Move On had a volunteer team (not including Board members) of 166 active volunteers, based between our 4 sites (168 as at 31.03.20). 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:

- 8 regular volunteers with Move On Wood Recycling
- 108 mentors
- 7 befrienders
- 43 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. Volunteer Befrienders 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.

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.

Young Inspection Volunteers

This is a key partnership between care experienced young people, the Care inspectorate and Move On. With training and support from Move On, care experienced young people play an active role in the inspection and improvement of Scottish social care and support services.

We are currently working with 7 YIVs, many of whom have required a high level of 1:1 support, particularly around isolation, and poor mental health (issues exacerbated by the pandemic). Staff have provided additional mentoring support, food vouchers and have sign posted volunteers where needed. Despite these challenges, all the young people have sustained volunteering throughout the year and remain engaged. YIVs took part in trauma training delivered by Move On staff.

YIVs took part in inspections in Dundee, West Dunbartonshire and North Ayrshire, participating remotely. However the lack of face to face inspection work has been a challenge, particularly with long days on Teams looking at detailed written information. YIVs are keen to get back to face to face engagement as soon as possible and we are working towards this. Recruitment and more training is planned for later in 2022.

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The Volunteer Connection Group

The Volunteer Connection Group started in September 2021, as part of Move On's wider volunteer strategy and Trauma Informed approach (part of the trauma informed approach is working with people with lived experienced). We aim to have a Volunteer Connection Group at each Move On base and work together to contribute to the overall strategy. We have established the first group within the mentoring team in Edinburgh and Glasgow. We introduced the idea to the volunteers and answered any questions they had. The group decided to meet once per month, at the same time each month, they decided on the purpose of the group and created a template for minutes and the structure of the meeting. There are currently 5 consistent members. The name was chosen by volunteers, as it reflected their purpose to connect with other volunteers and the wider Move On Team. They are also working to contribute to the volunteer strategy, share feedback and create/sustain a genuine feedback loop.

As they were establishing the group members asked to meet with a board member and other staff to understand more about the different roles at Move On. They met with the Executive Director, The Mentoring and Employability Manager, the Marketing and Communications Lead, and the Chair of the Board and shared feedback re: current strategy. They suggested that we have a specific volunteer newsletter. Guidance has now been developed about what to share on social media which has now been shared with other volunteers. This group has proved an excellent means of creating a more open flow of communication, with volunteers at the heart of this.

Going forwards, the volunteers plan to:

- meet more regularly without staff present, facilitating the meetings
- visit FareShare and MOWR
- hold more in-person events to speak to other volunteers and secure their feedback
- examine the demographic of current Move On volunteers and identify any gaps
- contribute to the board strategy day

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- share any actions and ideas from the group in the volunteer newsletter; and
- drive the Move On volunteer strategy forwards.

We calculate that between April 2021 and March 2022, our volunteers contributed almost 33,000 hours of their time to Move On, which equates to a time commitment of 18 full time staff members!



LGBT Charter

Move On are proud to have started work with LGBT Youth Scotland in February of 2022, to earn our bronze medal on the LGBT Charter.

The LGBT Charter programme supports organisations to ensure that they are as inclusive as possible of the lesbian, gay, bisexual, and transgender community. Throughout this process, we are examining our policies, practices, standards, and communications to ensure that Move On is a progressive, educated, and inclusive organisation. We want to ensure that we offer a welcoming, safe, and supportive space for our LGBT staff, service users and volunteers, as well as publicly representing our allyship to the wider LGBT community. This also contributes to our trauma informed focus, as young people in the LGBT community have a high risk of trauma due to their experiences of bullying. We will be running training and groups to support this with LGBT Youth Scotland

The process takes around a year to complete, and involves a number of activities, checks and reviews to Move On operations, policy, and community. A team of four 'Champions' are working to oversee the process, comprising staff members from our development support and marketing teams. Charter activities undertaken so far have included; review of Move On policies, redrafting of forms and documents to include the use of inclusive language, online diversity and inclusivity training facilitated by LGBT Youth Scotland and made available to all staff, and surveys issued to our volunteers and service users, gathering information on community representation within Move On, and building ideas for LGBT-centric activities and messaging we can adopt which would best serve our community representatives.

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The Promise

We are committed to the pledges made in the Independent Care Review and to #KeepThePromise. Looking forwards, a key priority is Workforce Development. Move On will continue to build on our trauma informed approach and policies to ensure that all staff and volunteers are trained to support young people using Choice, Safety, Empowerment, Trust and Collaboration. Move On is also committed to building a rights-based approach and we will develop our staff and volunteer training programmes to ensure that our team understand and communicate the importance of the United Nations Convention on the Rights of the Child (UNCRC) and other children's rights to the families and young people we support.



#keepthepromise

Move On Services

All Move On services were reviewed to ensure that they remained relevant in a post-Covid landscape. This meant developing some of our employability offers (to ensure they prepared people for jobs which were actually available) and ensuring that we were able to offer all service users and volunteers the 1:1 support they needed.



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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.

FSGWS once more went through significant change and development, as the worst impacts of the pandemic receded. Food purchase (with support from among others, FareShare UK, the Scottish Government, STV appeal and Barclays), which had allowed us to triple food volumes ceased and we reverted to our original model of distributing surplus fir for purpose food donated by the UK food and drink industry. For this reason, food volumes reduces, but as importantly the types of food we had to distribute also reduced. This meant a significant reduction in ambient food (packets, tins, staples) which had been in high demand from CFMs offering food parcels. In addition, the financial support from FSUK, which had enabled us to waive fees and/or increase food volumes for CFMs also ended.

As a result, we returned to the pre-pandemic arrangement of charging a membership fee. This coupled with the reduction in ambient food was a trigger for many of our CFMs to cease their partnership with FSGWS. FSGWS staff spent a lot of time communicating with CFMs to explain the upcoming changes and ensure that our partners understood the service we would be able to offer going forwards. As a result, CFM numbers dropped quickly, mainly due to CFMs ceasing their covid-related food activities as the pandemic receded. Pre-pandemic CFM numbers were 90, rising to 270 at its peak and reducing to 120 by March 22.

Over the year, through FSGWS, we distributed the equivalent of almost 3.5 million meal portions (In the final quarter alone, (Jan – March) we distributed food equivalent to 850,000 meal portions and as at the end of March, more than 74,000 beneficiaries were accessing our food every week.

In 2020, our “EF” Employability service, delivered at FSGWS with funding from Skills Development Scotland, was shortlisted for a “SURF” award. These awards exist to recognise and reward best practice and innovation in community regeneration and highlight the role that regeneration projects have in improving the wellbeing of individuals and communities. Ours one of three projects shortlisted in the “Supporting Youth Employability” category. This category specifically exists to recognise a project that supports community regeneration by providing skills and employability support to help young people aged 16-29 years fulfil their potential. While we were delighted to be shortlisted, disappointingly we were not successful. However we were not discouraged and re-applied in 2021. We were delighted and excited to be shortlisted once more in the same category. At the awards ceremony in December, we discovered that we had won. The judging panel concluded:

The judges felt that Move On embodies the ethos of SURF. From the moment you enter the warehouse you can see and feel a real working environment that functions effectively to support the progression of young people, while providing a remarkable community resource. The seamless progression and training of young people across multiple stages of the skills pipeline was impressive, as was the commitment to mentoring (both formal and informal) as a catalyst for change among those taking their first steps on the vocational pathway. Achievement is peppered throughout an

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individual's journey, whether that's gaining a forklift licence or simply telling a young participant that they had done a good day's work, the culture and values of the programme are present everywhere and reflected by all involved. The judges were impressed by the environment in which young people learn, and the discipline and training every person undertakes to work at this project.



Mentoring

The pandemic presented unprecedented challenges for young people using our mentoring service. Isolation, lack of routine and contact with support networks exacerbated anxiety and poor mental health for many. Increased family tensions impacted on their wellbeing and, sadly in some cases, safety, with restrictions on schooling and going out and about with others forcing children to spend long periods trapped with an abuser. Many families were affected by reduced income and a difficult combination of increased isolation and overcrowding. While schools returned after the Easter break, at the end of April 2021, children of school age had already suffered from the lack of face-to-face teaching and encouragement, routine and socialisation.

Many young people we supported experienced greater levels of anxiety apathy and feelings of hopelessness. A key part of mentoring and working in a trauma informed way is supporting young people to build their social networks and resilience as the 'small' interactions and experiences they have each day is key to their recovery from trauma and for their general wellbeing. We work with them on establishing goals and building on what works for them and this has a significant impact. We work in collaboration with young people with a focus on empowerment. Keeping all of the Trauma Principles in mind (Safety, Trust, Choice, Collaboration and Empowerment) we know that the young people and volunteers think Trust and Safety are key based on the feedback they have given us since starting this approach and we work to these principles within Move On.

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We continued to offer group mentor sessions, which provide opportunities for young people and their mentors to meet socially with other pairings. Facilitated by Move On staff, these provided safe spaces to develop peer support for both mentor and mentees. It became clear that some young people referred to the service required more one to one intensive support before being matched with a volunteer mentor. Subsequently, we developed Pre-Mentoring Support allowing young people to work more intensively with a Move On key worker to explore a range of smaller achievable goals such as independent travel aiming to build confidence prior to embarking on a mentor match.

Throughout the year, we sustained an average of 39 mentor matches at any one time. We had 108 active mentors at the year end.



Befriending

Move On continues to work in partnership with Link Living, providing befriending support to young people experiencing homelessness. 2021/2022 has been a challenging year with restrictions in place on face-to-face meetings. All the young people referred report severe challenges with their mental health and anxiety, which made it more difficult to establish matches as many young people found it difficult to leave the house.

Staff have worked closely with young people to arrange meetings in their local community and take slower incremental steps to allow young people to feel confident to meet befriender's. However, despite challenges, 8 young people have progressed to education, training, or employment. Move On has also worked closely with the Link Living team to establish new referrals and develop action plans to support young people, intervening at earlier stages before they leave supported accommodation.

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Additionally, Move On staff have undertaken a range of training to enable them to support young people with mental health issues. This has included training on; inclusion and diversity, trauma skilled training, drama, and creativity in youth work and trans inclusion.

Move On is also working towards the Quality Award in Befriending which should be achieved by September 2022.

Champions Boards and Criminal Justice Work

Move On delivered mentor training and consultation support to Champions Boards in East Lothian, East Renfrewshire, and Midlothian. Despite restrictions to face to face delivery and challenges of digital fatigue in young people, Move On staff were able to adapt and redesign training to provide worthwhile, interactive training which young people engaged well with.

“This was no easy feat for the Move On team to deliver, as the young people had been experiencing real digital fatigue. However, Laura and Andrea really connected with the young people, which kept them engaged throughout. Due to this training opportunity, some of the young people will now be supporting the mini champs in a peer support role, when the group is up and running. The training has given the young people a foundation to move to other opportunities within the Champions Board and build skills set which are transferrable to employment opportunities too. Thank you for providing the young people with this valuable opportunity.”

East Lothian Champs Board.

Move On provided support and training to a range of agencies working with criminal justice. The support varied depending on the needs of organisations. Move On engaged with the Rangers Foundation and established referral links for core mentoring. Additionally Move On provided training to Youth Just Us (part of the Children and Young People’s Centre for Justice). They provided peer mentor training programmes. Feedback again was extremely positive.

“Training was great. It gave me a great aspect to the mentor’s role and different learning experiences. I had a lot of fun on the course and I would highly recommend it to others.”

Participant from training.

Our Future Now

Move On is a member of Inspiring Scotland’s “Our Future Now” portfolio, delivering 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.

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Our third year as a member of the portfolio continued to be successful, despite the many challenges posed by the pandemic. The great majority of the 215 young people we supported experienced significant progress in their lives:

- 43 young people secured employment
- 71 moved into, or sustained education opportunities; and
- 76 gained recognised qualifications
- 5 young people were supported into apprenticeships and three into self-employment.

The fact that almost one quarter of the young people we supported secured employment, self-employment or apprenticeships is a real testament to our services successfully preparing people for the world of work.

In addition, many achieved softer outcomes such as gaining confidence, growing positive social networks, and increasing basic work skills. Supporting one quarter of those we worked alongside into employment, self-employment and apprenticeships is a significant achievement, especially considering the significant barriers young people are facing in their day to day lives.



In January we received additional funding, which allowed us to establish and grow the scope of our newest employability programme, the Driver Employability Training Scheme (or DETS). This ambitious programme, inspired by the huge increase in on-line delivery during the pandemic will support young people through their driving test and offer experience driving Move On vans as volunteers. Also offering forklift training, we believe this programme will produce young people with in-demand skills opening up good quality and rewarding employment. It is very early days in the programme, but we have high hopes for it over in the coming months.

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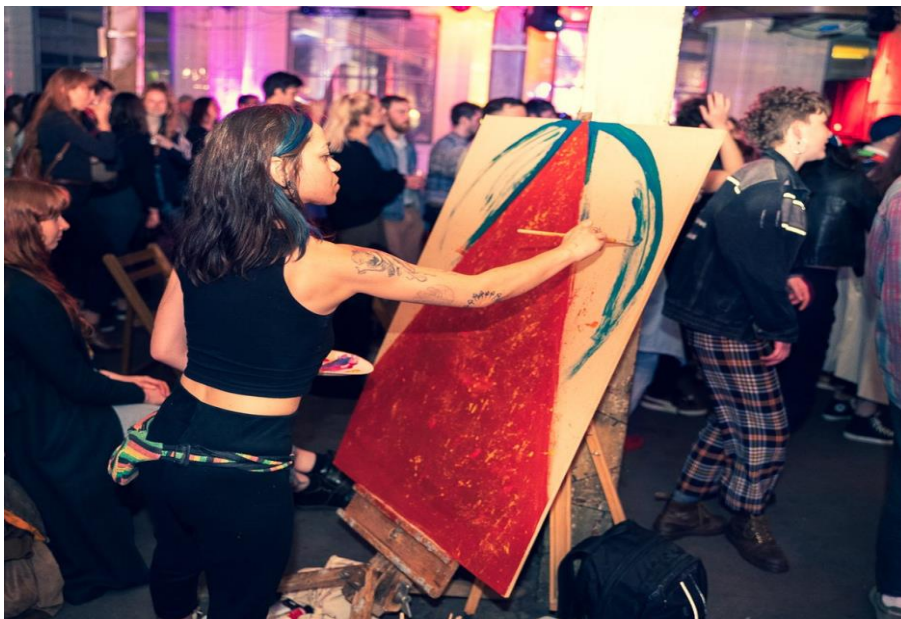
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Move On Wood Recycling (MOWR)

MOWR works in partnership with the construction and events industries, collecting their waste wood and diverting it away from being chipped or taken to landfill. Instead, we seek to re-use as much of the timber we collect as possible, re-selling it for DIY and small building projects, repurposing it into attractive furniture in our workshop, or selling as firewood and kindling.

Through promoting a cost-effective and environmentally low impact wood collection model, we have encouraged local businesses to use us as their preferred waste wood contractor. Between April 21 and March 22, we re-used 147 tonnes of waste timber, accounting for 40% of all the timber we collected (an 80% increase on our re-use figure for the previous 12 months). This was achieved through investment in additional team and storage capacity. Our ambition is to re-use more than 75% of the timber we collect by 2025.

We estimate that recycling a tonne of wood waste by chipping, releases a half tonne of CO₂ into the atmosphere compared with re-use. Our wood re-use saved over 70 tonnes of CO₂.



Our model also reduces the use of virgin timber (and the energy and pollution associated with processing, importing and distributing it) and reduces CO₂ emissions. Between April 2021 – March 2022, we collected 368 tonnes of waste wood. Had this gone to landfill, almost 243 tonnes of CO₂ would have been released (wood waste is responsible for around 5% of UK landfill emissions).

In a bid to increase the volumes of waste wood we collect, we appointed a part/time business relationship Manager, who has been integral to increasing collection volumes. Working in partnership with our colleagues in Glasgow Wood Recycling (and at National Community Wood recycling UK), we have increase collections under the ‘Scottish Wood Recycling’ banner.

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Integral to the MOWR service delivery model is the provision of employability opportunities. Through the delivery of paid traineeships (remunerated at real living wage), volunteer placements for people with learning disabilities (supported by carers) and training programmes, we offer a variety of employability and training options suitable for people with a variety of support needs.

Currently 2 of our 8 volunteers have learning disabilities and attend MOWR along with their carers as part of their therapeutic journey. Several other volunteers have experienced significant challenges in their lives, particularly in relation to their mental health and their contribution as volunteers plays a vital role in their ongoing recovery.

Our current employability training programme “Building Brighter Futures” supports 20 people each year through providing access to confidence building, qualifications, certifications (health and safety, Construction skills (CSCS), manual handling etc.) and work experience. Of the 20 young people who accessed the programme, all with additional support needs, the great majority (17) reported an increase in their confidence and aspirations, resulting from their participation. In addition, 17 of the young people secured a progression either into employment, further education, or next stage vocational training.



The good work of MOWR (and the important link between social enterprise and employability) was recognised at the Edinburgh Chamber of Commerce Business Awards 2022, as we were shortlisted for the “Developing the Young Workforce” award. While we were not the final winner, this proved a great boost for the team, service users and volunteers.

The environmental impact of the work of MOWR was also recognised as we were nominated for the Nature and Environment Award at Holyrood's COP26 Green Giant Awards. With COP 26 taking place in Glasgow, it was a great opportunity to be acknowledged and highlight our work on a larger stage. While we were again unsuccessful, it proved a great opportunity to raise awareness of our model and our positive impact on the environment.

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MOWR has been working with other circular economy partners in Edinburgh and we have been exploring how we can co-operate and collaborate, to really promote and grow the circular economy within the city. While plans are at an early stage, our ambitions are high and we are committing substantial development time to this exciting opportunity.

Literacies

Move On has continued to deliver community-based literacies work in Glasgow, targeting 113 adults in recovery and excluded young people. We were able to resume face-to-face work in the summer, which gave learners (and staff) a huge boost. We continued our partnership with Phoenix Futures and the Elevate Public Social Partnership, continuing our important engagement with people in recovery. Learner's writing was featured on local community radio as part of our contribution to World Poetry Day. We also held a celebration facilitated by author Donna Campbell, recognising the achievement of women learners in recovery, over the pandemic period.



Employability Offers & Services Which Have Ended

This year saw the ending of three important employability opportunities for Move On. Our Employability Fund service with financial support from Skills Development Scotland ceased as of 31st March 2022. In the 7 years we were involved in delivering this service, we supported several hundred 16, 17 and 18-year-olds through high-quality training, work tasters and work experience, offering the opportunity to gain relevant qualifications. Our impact was high, with outcomes consistently higher than the Local Employability Partnership (LEP) average.

The end of March also saw the closure of both Kickstart and Community Jobs Scotland. These programmes offered young people salaries at the Scottish Living Wage for 6- and 12-month periods. These opportunities filled a much-needed gap, between work experience and training and the pressures of a full-time job with a mainstream employer. Being able to offer jobs

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within Move On, with additional support proved a vital halfway house in terms of preparing young people for sustainable employment. This has left a significant gap in our employability provision and one which we are keen to fill as soon as possible.

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Rebrand

Move On was founded in 1997 as a charity focused on rehousing homeless people and working with those in crisis situations. Since then, Move On's approach has shifted, and the scope of support we offer is now much wider. Move On now works alongside people to support them to take control of their lives, intervening early to address the issues that can lead to homelessness, and prevent them from reaching this and other crisis points. Our preventative, long-term and person-led support is chiefly centred around accessing and sustaining education, mentoring, training, volunteering, and employment.

It became clear that our communication of a Move On message had not kept pace with the changing nature and diversity of our work. Feedback showed that the Move On brand had become difficult to understand, both internally and externally. As well as splintering staff, volunteers and service users across different services, this lack of clear messaging could potentially deter external stakeholders, including funders, corporate partners, and individual audiences from fully engaging with Move On.

In response to this, Move On applied for, and was selected for the Brand for Growth project in 2020. A joint enterprise between the Scottish Government, Community Enterprise, and graphic design studio Bold, the Brand For Growth project invests in advice, creative input and pro-bono support to social enterprises who will significantly benefit from undergoing a high level rebrand.

Brand for growth allowed Move On to undergo a full rebrand, with input from stakeholders across the organisation. It was ultimately decided through a series of workshops that we would focus on the mentoring, employability, and support aspects of Move On's work as the main

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focus for our renewed message. Through this, we redefined our vision, mission, and values, to present a clear message.

“Our vision is a Scotland where every person can confidently navigate the ups and downs of life and achieve their potential.”

“Our mission is to support vulnerable people to achieve personal goals and make positive lasting change in their lives.”

The rollout of the rebrand was also supported by a renewed, modernised visual identity. This included a new logo, new brand colour palette (retaining the purple colour which has been thematic to our historical image, but combining this with other, more versatile colourways), and the introduction of a new graphic design approach, representing the different journeys our people take. Move On Wood Recycling received a visual rebrand in line with this, to maintain consistency across our sites.

The rebrand launch took place in October 2021. On a practical level, this involved the rollout of a range of new Move On branded materials, including our information pamphlets, stationery, social enterprise uniforms and event t-shirts, banners, and new wraps for the vehicles used at both social enterprises. We also ran a digital campaign, where we not only raised awareness around the brand launch, but also took the opportunity to share new video content, messaging, and case studies to remind people, and introduce new audiences, to the importance of what Move On does.

Visually, the re-brand has been a success, with all areas of the business now successfully adopting our new visual imagery. We are still working on raising our profile externally and achieving widespread clarity on our messaging; we are still seeing some messaging from external bodies referring to us as simply a homelessness charity. We have further activity planned later in the year, which we believe should help in explaining our journey, and the difference in the support we offer now and previously.

Funding Sources

After last year’s exceptional year, which resulted in a huge response from Move On’s existing and new funders alike, this year has been a much tougher task. Much of the emergency funding ceased, considering changes thrown up due to the pandemic some large funders paused their grant giving to review their strategies and trust fundraising continued to be hugely oversubscribed due to the reduction in other elements of fundraising for charities.

However, we still managed to build a new relationship with a large Scottish funder for a multiyear grant towards mentoring and renew a relationship in Edinburgh to successfully secure funds for employability.

Move On would like to acknowledge the vital support of the following statutory/private sector funders and partners: City of Edinburgh Council (Young Person’s Guarantee and Digital Literacy), FareShare UK, Glasgow City Council (Transition Support Fund), National Lottery Community Fund (Improving Lives and Young Start), Scottish Council for Voluntary

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Report of the Trustees for the year ended 31 March 2022

Organisations (Community Jobs Scotland), Scottish Government (Adapt & Thrive Fund), Skills Development Scotland and Zero Waste Scotland.

Additionally we are grateful for the generous financial support of the following charitable trusts and foundations: Arnold Clark Community Fund, BBC Children In Need, Connecting Scotland, Co-op Community Fund, Cruden Foundation, DWF Foundation, Foundation Scotland (Community Response, Recovery and Resilience Fund), The Gannochy Trust, Robina Goodland Memorial Trust, Christina May Hendrie Trust, Agnes Hunter Trust, Inspiring Scotland, KPE4 Charitable Trust, Life Changes Trust, Miss AM Pilkington Charitable Trust, Robertson Trust, Russell Trust, Souter Charitable Trust, STV Appeal Winter Support Fund, Miss M E Swinton Paterson's Charitable Trust, Tabhair Trust, Tesco Communities Fund and John Watson's Trust

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.



Corporate partners

We would like to say a huge thank you to the following corporate supporters:

Amazon Smile, Barratt Homes, Claremont Food and Wine, Deloitte, Edinburgh Lottery, Edinburgh & Lothian Trust, Merchant City Yoga, National Westminster Bank (Operational Risk Management team), Nestle, Robertsons, Sigma Capital Group, Tesco, TRS Tree Management, TSB bank, Yaldi Lottery and Zurich Insurance.

Both National Westminster Bank and Deloitte continued their long-term relationship with Move On, offering a range of practical and financial support, including fundraising through events such as the 2021 Virtual Kiltwalk, and 2022 Edinburgh marathon, organic fundraising events,

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Report of the Trustees for the year ended 31 March 2022

Pro bono support to implement a new CRM system, donation of digital devices, participation in in-depth training for Move On staff members to heighten the wider Move On digital strategy, and practical support for Move On service users to experience mock interviews.

We also successfully applied for a further three-year extension of our relationship with Deloitte; we are now their official Glasgow charity partner until 2025.

We benefitted from corporate volunteering support at our social enterprises, from both ongoing partner TSB, and new contacts including iomart. We were also pleased to be able to offer corporate volunteering at MOWR for the first time in 2021, with the TSB group who took part reporting a highly positive experience.

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 (with potentially high impact and a medium or high likelihood of happening) are:

- Failing to achieve our income targets from grants, operating in what is an increasingly competitive environment
- Failing to achieve our income targets for our two social enterprises, coming out of the pandemic
- Struggling to recruit, support, train and retain excellent staff at a time when the labour market is extremely competitive.
- Failure to win tenders to continue existing or develop new services.
- Not achieving our ambition to grow the value of financial support from the corporate sector
- Being unsuccessful in developing our services to respond to the changing needs of service users, volunteers and the wider external environment
- End user needs are not fully taken into consideration when flexing services and deciding strategic direction of Move On
- Lack of IT system reliability and security

Strategies for addressing the identified risks include:

- Increasing staff resources committed to grant application development
- Filling the vacant Manager role at MOWR
- Effectively using our Marketing and Comms resource to promote our two social enterprises.
- Working to maximise food volumes coming into our Glasgow depot, enabling us to grow membership and income.
- Continue to support the excellent work of the Health and Wellbeing Committee and responding to issues highlighted by team members in the recent staff survey, with a view to making Move On an increasingly attractive place to work.

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- Continue the adoption and bedding in of Salesforce within Move On's fundraising activities and service user journey
- Continue to consult and listen to service users at all levels and engage with the Volunteer Connection Group
- Increase staff resources to better engage with and attract corporate partners

Plans for the Future

The staff and volunteers continue to deal with the aftermath of the pandemic in their day-to-day work, with different Move On teams facing different challenges:

- For FSGWS, we will improve our systems, better operating a fast-paced warehouse environment, while ensuring a safe and supportive working environment for staff, volunteers and community partners. In addition, we will compensate for wider problems in the logistics chain and food supply, directly impacting the food volume we are receiving, through increasing local food collections. A partnership with FareShare UK to operate a 7.5 tonne truck from our depot will help this.
- For MOWR, we will improve financial sustainability through focusing on more profitable areas of the business while ensuring great customer service and supporting staff and volunteers. Filling the vacant Manager's post and potentially identifying new premises will be part of this plan.
- For our mentoring and befriending services, we will improve the support we offer, particularly in relation to the deteriorating mental health and growing anxiety among the young people we work alongside. Ongoing roll out of our trauma informed/skilled approach will support this, as will offering more "pre-mentoring" intensive 1:1 support.
- We are looking forward to the continued roll out of the DETS driving programme and seeing more young people use new driving skills and experience to secure rewarding jobs.
- We look forward to investing more into corporate relationships and building deeper and more meaningful and successful partnerships, with existing partners, while developing new partnerships.
- We have developed a strong partnership with three key community anchor organisations in North Edinburgh; Fresh Start, North Edinburgh Arts and Spartans Community Football Academy. Together we have formed the "NESSIE" partnership, developing new ways of supporting and engaging with the local community in North Edinburgh.

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. The board approved changes to Move On's Articles, which are currently with OSCR for their consideration and approval.

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

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Report of the Trustees for the year ended 31 March 2022

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.

Financial Review

The charity generated a deficit of £3,778 (2021: £407,152 surplus). Total income amounted to £1,695,125 (2021: £1,960,287), of which £1,042,944 (2021: £1,335,879) was related to restricted projects and £652,181 (2021: £624,408) to unrestricted funds.

At the balance sheet date, the unrestricted funds were £623,324 (2021: £651,553) with £267,860 (2021: £243,409) 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 £700,000. 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 £570,688 (being total of unrestricted funds less amounts of £52,636 tied up in fixed assets) representing between five and six months of expenditure.

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 trustees' expenses are disclosed in note 4 to the accounts.

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Report of the Trustees for the year ended 31 March 2022

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.

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.

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Report of the Trustees for the year ended 31 March 2022

Approved by the trustees and signed on their behalf by:

DocuSigned by:
Ash Mohammed
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Name: Ash Mohammed (Chair)

Date: 27 September 2022

DocuSigned by:
Rachael Robertson
04478FE6B6094F3...

Name: Rachael Elspeth Robertson

Date: 27 September 2022

MOVE ON
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INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2022

Opinion

We have audited the financial statements of Move On (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cashflow Statement and notes to the financial statements, including 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 2022, 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 requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

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 contained within the report and financial statements. 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.

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**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2022**

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires 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 26, 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.

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**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
 FOR THE YEAR ENDED 31 MARCH 2022**

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, responding appropriately to fraud or suspected fraud identified during the audit process. This includes obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. The primary responsibility however for the prevention and detection of fraud rests with those charged with governance and executive management of the entity.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we have considered the following:

- The nature of the charity, the environment in which it operates and the control procedures implemented by management and the trustees; and
- Our enquiries of management and trustees about their identification and assessment of the risks of irregularities.

Based on our understanding of the charity and sector we identified that the principal risks of non-compliance with laws and regulations related to, but were not limited to;

- Regulations and legislation pertinent to the charity's operations
- Non-compliance with Coronavirus Job Retention Scheme rules.

We considered the extent to which non-compliance might have a material impact on the financial statements. We also considered those laws and regulations which have a direct impact on the preparation of the financial statements, such as the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006. We evaluated management and trustees' incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of management override of controls), and determined that the principal risks were related to;

- Posting inappropriate journal entries;

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INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2022

Audit response to the risks identified;

Our procedures to respond to the risks identified included the following:

- Gaining an understanding of the legal and regulatory framework applicable to the charity and the sector in which it operates;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management, trustees and legal advisors concerning actual and potential litigation and claims;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC;
- In addressing the risk of fraud as a result of management override of controls, testing the appropriateness of journal entries and other adjustments; evaluating rationale of any significant transactions that are unusual or outside the normal course of business; and
- Substantive testing of CJRS claims.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

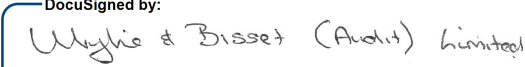
A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

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**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF MOVE ON
FOR THE YEAR ENDED 31 MARCH 2022**

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. 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.

DocuSigned by:

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Claire Dalrymple FCCA
Senior statutory auditor
For and on behalf of Wylie & Bisset (Audit) Ltd, Statutory Auditor

168 Bath Street
Glasgow
G2 4TP

Date: 27 September 2022

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 2022**

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Income and endowments from:							
Donations and legacies	5	36,482	-	36,482	65,939	-	65,939
Charitable activities	6	606,140	1,042,944	1,649,084	552,001	1,289,404	1,841,405
Other trading activities	7	1,505	-	1,505	5,012	-	5,012
Investments	8	521	-	521	689	-	689
Other incoming resources	9	7,533	-	7,533	767	46,475	47,242
Total Income		652,181	1,042,944	1,695,125	624,408	1,335,879	1,960,287
Expenditure on:							
Raising funds							
Raising donations & legacies	10	32,890	-	32,890	27,643	-	27,643
Charitable activities	12	647,520	1,018,493	1,666,013	238,658	1,286,834	1,525,492
Total Expenditure		680,410	1,018,493	1,698,903	266,301	1,286,834	1,553,135
Net (expenditure) / income for the year and net movement in funds		(28,229)	24,451	(3,778)	358,107	49,045	407,152
Funds reconciliation							
Total Funds brought forward	21	651,553	243,409	894,962	293,446	194,364	487,810
Total Funds carried forward	21	623,324	267,860	891,184	651,553	243,409	894,962

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

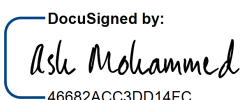
All income and expenditure derive from continuing activities.

MOVE ON
(A company limited by guarantee)
BALANCE SHEET AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets:			
Tangible assets	16	199,972	220,479
Total fixed assets		199,972	220,479
Current assets:			
Stock		18,165	13,224
Debtors	17	198,737	191,797
Cash at bank and in hand	24	821,545	902,475
Total current assets		1,038,447	1,107,496
Liabilities:			
Creditors falling due within one year	18	(346,875)	(423,013)
Net current assets		691,572	684,483
Provisions for liabilities and charges	20	(360)	(10,000)
Net assets		891,184	894,962
The funds of the charity:			
Restricted income funds	21	267,860	243,409
Unrestricted funds	21	623,324	651,553
Total charity funds		891,184	894,962

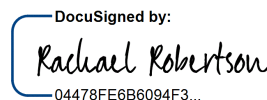
These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

Approved by the Trustees and signed on their behalf by:

DocuSigned by:

 46682ACC3DD14FC...

Name: Ash Mohammed (Chair)

Date: 27 September 2022

DocuSigned by:

 04478FE6B6094F3...

Name: Rachael Elspeth Robertson

Date: 27 September 2022

REGISTERED COMPANY NO: SC178293

MOVE ON
(A company limited by guarantee)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 MARCH 2022

	Note	Total Funds 2022 £	Prior Year 2021 £
<i>Cash flows from operating activities:</i>			
Net cash (used)/provided by operating activities	23	(53,582)	600,447
<i>Cash flows from investing activities:</i>			
Dividends, interest and rents from investments		521	689
Purchase of property, plant and equipment		(27,869)	(108,399)
Net cash (used in) investing activities		(27,348)	(107,710)
Change in cash and cash equivalents in the year		(80,930)	492,737
Cash and cash equivalents brought forward	24	902,475	409,738
Cash and cash equivalents carried forward	24	821,545	902,475

MOVE ON

(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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 2022****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 2022****(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 13. 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 2022****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.

Depreciation

Fixed assets are depreciated over the useful life of assets. The useful life of the fixed assets are based on the knowledge of senior management, with reference to the assets expected useful life.

Allocation of expenditure between activities

Support costs are allocated between charitable activities and governance based on the time spent by senior management on undertaking the charity's activities.

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 (2021: £Nil). Expenses totalling £28 (2021: £Nil) were claimed by one Trustee in the year. No expenses were waived by trustees (2021: £Nil). A related party paid a monthly unconditional donation totalling £2,300 (2021: £2,400) throughout the year.

5. Income from donations and legacies

	2022	2021
	£	£
Donations	36,482	65,939
	<u>36,482</u>	<u>65,939</u>

6. Income from charitable activities

	2022	2021
	£	£
Social Enterprise	629,683	1,060,775
Support	236,812	255,943
Training & Employability	782,589	524,687
	<u>1,649,084</u>	<u>1,841,405</u>

MOVE ON
(A company limited by guarantee)
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

7. Income from other trading activities

	2022	2021
	£	£
Training & consultancy fees	1,505	5,012
	<u>1,505</u>	<u>5,012</u>

8. Investment income

	2022	2021
	£	£
Bank Interest	521	689
	<u>521</u>	<u>689</u>

9. Other incoming resource

	2022	2021
	£	£
Other income	6,928	767
Coronavirus Job Retention Scheme Monies	605	46,475
	<u>7,533</u>	<u>47,242</u>

10. Raising funds

	Direct Costs	Support Costs	Total 2022
	£	£	£
Staff costs	32,890	-	32,890
	<u>32,890</u>	<u>-</u>	<u>32,890</u>

	Direct Costs	Support Costs	Total 2021
	£	£	£
Staff costs	27,643	-	27,643
	<u>27,643</u>	<u>-</u>	<u>27,643</u>

MOVE ON
(A company limited by guarantee)
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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	2022 Total allocated £	Social Enterprise £	Support £	Training & Employability £	Governance £	Basis of Apportionment
Staff costs	166,902	59,343	65,483	37,069	5,007	Staff time
Administration	12,571	4,595	5,058	2,918	-	Staff time
Insurance	1,405	514	565	326	-	Staff time
Professional fees	133,572	48,828	53,742	31,002	-	Staff time
Publicity	8,231	3,009	3,312	1,910	-	Staff time
Telephone	3,306	1,209	1,330	767	-	Staff time
Travel & Transport	9,653	3,529	3,884	2,240	-	Staff time
Volunteer & service user costs	2,728	997	1,098	633	-	Staff time
Miscellaneous	769	281	310	178	-	Staff time
Depreciation	48,376	17,684	19,464	11,228	-	Staff time
Total	387,513	139,989	154,246	88,271	5,007	

Cost type	2021 Total allocated £	Social Enterprise £	Support £	Training & Employability £	Governance £	Basis of Apportionment
Staff costs	123,038	43,747	48,273	27,327	3,691	Staff time
Administration	10,226	3,739	4,114	2,373	-	Staff time
Insurance	1,133	414	456	263	-	Staff time
Professional fees	4,141	1,514	1,666	961	-	Staff time
Property costs	(1,023)	(374)	(412)	(237)	-	Staff time
Publicity	6,964	2,546	2,802	1,616	-	Staff time
Telephone	2,474	905	995	574	-	Staff time
Travel & Transport	3,151	1,152	1,268	731	-	Staff time
Volunteer & service user costs	88	33	35	20	-	Staff time
Miscellaneous	1,217	445	490	282	-	Staff time
Depreciation	27,614	10,095	11,110	6,409	-	Staff time
Total	179,023	64,216	70,797	40,319	3,691	

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****11. Allocation of governance and support costs (Continued)**

Governance costs:	2022	2021
	£	£
Audit Fee	3,336	3,889
Accounts preparation	2,447	2,376
Directors meetings expenses	-	-
Support costs	5,007	3,691
	<u>10,790</u>	<u>9,956</u>

Allocation of governance and other support costs:	Support Costs	Governance	2022
			£
Social Enterprise	139,989	3,944	143,933
Support	154,246	4,342	158,588
Training & Employability	88,271	2,504	90,775
Total allocated	<u>382,506</u>	<u>10,790</u>	<u>393,296</u>

Allocation of governance and other support costs:	Support Costs	Governance	2021
			£
Social Enterprise	64,216	3,639	67,855
Support	70,797	4,006	74,803
Training & Employability	40,319	2,311	42,630
Total allocated	<u>175,332</u>	<u>9,956</u>	<u>185,288</u>

12. Analysis of expenditure on charitable activities

	Social Enterprise	Support	Training & Employability	Total 2022
	£	£	£	£
Staff costs, training & recruitment	175,729	237,526	431,288	844,543
Administration	3,157	474	226	3,857
Professional fees	12,545	3,836	3,299	19,680
Property Costs	78,034	30,562	30,785	139,381
Publicity	8,513	618	1,193	10,324
Telephone	6,629	5,393	4,215	16,237
Travel & transportation	36,309	1,493	341	38,143
Volunteer & service user costs	33,704	21,140	56,183	111,027
Bank interest and commission	2,873	-	-	2,873
MOWR Operational Costs	15,504	-	-	15,504
Fareshare Operational Costs	9,731	-	-	9,731
Miscellaneous expenses	58,004	1,307	2,106	61,417
Governance costs (note 11)	3,944	4,342	2,504	10,790
Support costs (note 11)	139,989	154,246	88,271	382,506
	<u>584,665</u>	<u>460,937</u>	<u>620,411</u>	<u>1,666,013</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****12. Analysis of expenditure on charitable activities (Continued)**

	Social Enterprise	Support	Training & Employability	Total 2021
	£	£	£	£
Staff costs, training & recruitment	327,883	194,122	362,895	884,900
Administration	6,740	799	946	8,485
Professional fees	3,409	2,184	1,368	6,961
Property Costs	112,233	26,388	26,388	165,009
Publicity	2,165	1,005	526	3,696
Telephone	4,102	5,502	4,634	14,238
Travel & transportation	36,284	651	227	37,162
Volunteer & service user costs	35,812	13,503	38,836	88,151
Bank interest and commission	2,748	-	-	2,748
MOWR Operational Costs	3,840	-	-	3,840
Fareshare Operational Costs	74,747	-	-	74,747
Miscellaneous expenses	45,113	2,384	2,770	50,267
Governance costs (note 11)	3,639	4,006	2,311	9,956
Support costs (note 11)	64,216	70,797	40,319	175,332
	<u>722,931</u>	<u>321,341</u>	<u>481,220</u>	<u>1,525,492</u>

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

	2022 £	2021 £
Salaries and wages	959,164	767,575
Social security costs	53,994	69,007
Employer contributions to defined contribution pension schemes	18,278	16,774
Total staff costs and employee benefits	<u>1,031,436</u>	<u>853,356</u>

No employees received remuneration in excess of £60,000 in the year.

	2022 No.	2021 No.
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>52</u>	<u>49</u>
	2022 £	2021 £
Key Management Personnel remuneration	<u>105,073</u>	<u>100,028</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****14. Net income/(expenditure) for the year**

This is stated after charging:	2022	2021
	£	£
Depreciation	48,376	34,382
Auditor's remuneration:		
Audit fees	3,336	3,889
Accountancy services	2,447	2,376
	<hr/>	<hr/>

15. Government Grants

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

Scottish Government - £58,815 (2021: £152,419). The funding was received in order to address period poverty and contribute to the wellbeing fund, in addition to business rates rebate.

Glasgow City Council - £33,797 (2021: £63,264). The funding was received for a combination of projects, such as Co-operative Glasgow and the Move on Learning service..

City of Edinburgh Council - £nil (2021: £33,880). The funding was received for the Link Living project and volunteering for disadvantaged young people.

National Lottery Community Fund - £38,215 (2021: £57,820). The funding was received for the Improving Lives and Young Start projects.

Zero Waste Scotland - £nil (2021: £499). This funding was received to develop a successful trading model for Move On Wood Recycling.

Government Covid-19 Retention Scheme - £605 (2021: £46,475). This funding was received for employee wage support because of Coronavirus.

NHS Lothian - £11,366 (2021: £5,683). This funding was received for tobacco prevention mentoring and group training.

Community Based Adult Learning - £19,277 (2021: £nil). This funding was received in relation to improving access and participation in learning for adults.

NHS Greater Glasgow & Clyde - £3,200 (2021: £nil). This funding was received in relation to mental health anti-stigma projects.

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 2022****16. Tangible Fixed Assets**

	Property Improvements £	Office Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
Cost or valuation					
At 1 April 2021	144,293	15,133	41,315	115,968	316,709
Additions	16,742	9,047	-	2,080	27,869
Disposals	-	-	-	-	-
At 31 March 2022	<u>161,035</u>	<u>24,180</u>	<u>41,315</u>	<u>118,048</u>	<u>344,578</u>
Depreciation					
At 1 April 2021	39,326	6,838	25,870	24,196	96,230
Charge for the year	17,997	4,001	3,088	23,290	48,376
Eliminated on disposals	-	-	-	-	-
At 31 March 2022	<u>57,323</u>	<u>10,839</u>	<u>28,958</u>	<u>47,486</u>	<u>144,606</u>
Net book value					
At 31 March 2022	<u>103,712</u>	<u>13,341</u>	<u>12,357</u>	<u>70,562</u>	<u>199,972</u>
At 31 March 2021	<u>104,967</u>	<u>8,295</u>	<u>15,445</u>	<u>91,772</u>	<u>220,479</u>

17. Debtors

	2022 £	2021 £
Trade debtors	106,939	127,450
Other debtors	91,798	64,347
	<u>198,737</u>	<u>191,797</u>

18. Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	19,465	12,427
Deferred income (Note 19)	245,534	322,805
Other creditors	66,352	70,786
Taxation and social security	15,524	16,995
	<u>346,875</u>	<u>423,013</u>

MOVE ON
(A company limited by guarantee)
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

19. Deferred income

	£
Balance as at 1 April 2021	322,805
Amount released to income earned from charitable activities	(322,805)
Amount deferred in year	245,534
Balance as at 31 March 2022	<u>245,534</u>

Deferred income comprises Fare Share fees paid in advance by members and grants received for the year to 31 March 2023.

20. Provision for liabilities and charges

	2022	2021
	£	£
Opening provision for dilapidations	10,000	10,000
Utilised in year	(9,640)	-
Closing provision for dilapidations	<u>360</u>	<u>10,000</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds**

Analysis of Fund movements 2022	Balance b/fwd 2021 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2022 £
Unrestricted funds					
Fixed Asset Fund	37,009	-	12,242	27,869	52,636
Dilapidations Fund	40,000	-	-	-	40,000
Total designated funds	77,009	-	12,242	27,869	92,636
General funds	574,544	652,181	668,168	(27,869)	530,688
Total unrestricted funds	651,553	652,181	680,410	-	623,324

Restricted fund**Skills and Employability**

Inspiring Scotland	-	115,611	115,611	-	-
FARE BBFF Grant	-	44,023	44,023	-	-
Life Changes Trust	-	39,904	39,904	-	-
Robertston Trust	-	36,000	36,000	-	-
GCC Transitional Support Fund	-	33,797	33,797	-	-
National Lottery	-	28,565	28,565	-	-
FARE Connect 2	-	26,798	26,798	-	-
Young Persons Guarantee	-	17,139	17,139	-	-
Community Based Adult Learning Recovery Fund	-	14,357	14,357	-	-
NHS Lothian	-	11,366	11,366	-	-
Bank of Scotland Reach Fund	-	10,572	10,572	-	-
Community Based Adult Learning Fund (Digital Inclusion)	-	4,920	4,920	-	-
Soutar Charitable Trust	-	3,000	3,000	-	-
Souter Charitable Trust	-	2,250	2,250	-	-
Foundation Scotland	-	2,228	2,228	-	-
Tabhair Trust	-	2,000	2,000	-	-
John Watson Trust	-	2,000	2,000	-	-
Agnes Hunter Trust	-	1,750	1,750	-	-
Russell Trust Forum	-	1,500	1,500	-	-
DWF Foundation	-	1,100	1,100	-	-
Rozelle Trust	-	1,100	1,100	-	-
James Wood Bequest Fund	-	667	667	-	-
Scottish Book Trust	-	500	500	-	-
Edinburgh International Book Festival	-	386	386	-	-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2022	Balance b/fwd 2021	Income	Expenditure	Transfers	Fund c/fwd 2022
	£	£	£	£	£
Mentoring					
Life Changes Trust	-	52,541	52,541	-	-
Inspiring Scotland Intandem	11,658	52,055	63,713	-	-
Lottery Mentoring Grant	28,781	38,215	66,996	-	-
KPE4 Trust	-	28,176	28,176	-	-
Gannochy Trust	-	15,000	15,000	-	-
BBC Children in Need	-	9,037	9,037	-	-
Christina May Hendrie Trust	-	5,000	5,000	-	-
NHS GG&C Anti Sitgma Fund	-	3,200	3,200	-	-
Nancie Massie Charitable Trust	-	2,500	2,500	-	-
STV Winter Fund	-	2,500	2,500	-	-
STV Appeal	-	2,000	2,000	-	-
General					
Deloitte Salesforce Funding	-	59,000	59,000	-	-
Deloitte Digital Connect Grant	-	5,000	5,000	-	-
DETS					
Inspiring Scotland Driver Education	-	30,696	2,175	-	28,521
FareShare UK DETS	-	70,431	2,175	-	68,256
Wood Recycling					
Adapt & Thrive	-	44,746	21,000	-	23,746
AM Pilkington Charitable Trust	-	1,000	1,000	-	-
Cruden Foundation - Volunteer Expenses	-	1,000	1,000	-	-
Sales Post Funding	-	7,059	7,059	-	-
Training					
SCVO/Community Jobs Scotland	-	30,788	30,788	-	-
SCVO Kickstart	-	47,855	47,855	-	-
FS Kickstart	-	46,596	46,596	-	-
Wheatley Trainees	15,667	-	15,667	-	-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2022	Balance b/fwd 2021	Income	Expenditure	Transfers	Fund c/fwd 2022
	£	£	£	£	£
Fareshare					
FareShare Scottish Gov	-	33,763	33,763	-	-
FareShare UK - AFSP	-	25,052	25,052	-	-
FareShare UK - BLF	3,833	12,000	15,833	-	-
Arnold Clarke Community Fund	-	3,500	3,500	-	-
Endrick Trust	-	3,000	3,000	-	-
FSUK Scottish Transport Fund	-	2,144	2,144	-	-
FSUK LCF Funding	-	2,000	2,000	-	-
Hugh Stenhouse Foundation	-	1,875	1,875	-	-
Trades House of Glasgow	-	1,400	1,400	-	-
Glasgow Digital Inclusion Fund	-	1,282	1,282	-	-
Glasgow City Council	-	1,000	1,000	-	-
Fixed Asset Fund	183,470	-	36,134	-	147,336
Total restricted funds	234,409	1,042,944	1,018,493	-	267,860
TOTAL FUNDS	894,962	1,695,125	1,698,903	-	891,184

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2021	Balance b/fwd 2020 £	Income £	Expenditure £	Transfers £	Fund c/fwd 2021 £
Unrestricted funds					
Fixed Asset Fund	21,571	-	23,488	38,926	37,009
Dilapidations Fund	-	-	-	40,000	40,000
Total designated funds	21,571	-	23,488	78,926	77,009
General funds	271,875	667,394	285,799	(78,926)	574,544
Total unrestricted funds	293,446	667,394	309,287	-	651,553
Restricted fund					
Skills and Employability					
The Agnes Hunter Trust	-	4,500	4,500	-	-
Bank of Scotland Foation	-	14,801	14,801	-	-
Bellahouston Bequest Fund	-	2,000	2,000	-	-
City of Edinburgh Council	-	7,292	7,292	-	-
DWF Foundation	-	2,676	2,676	-	-
Hub Community Foundation	-	22,581	22,581	-	-
Hub Community Foundation	-	587	587	-	-
STV Appeal	-	2,000	2,000	-	-
STV Appeal	-	1,200	1,200	-	-
STV Appeal	-	2,000	2,000	-	-
Glasgow City Council	-	12,855	12,855	-	-
Glasgow City Council	-	19,087	19,087	-	-
Glasgow City Council	-	3,344	3,344	-	-
Glasgow City Council	-	2,674	2,674	-	-
Global's Make Some Noise	-	15,000	15,000	-	-
Inspiring Scotland	-	15,544	15,544	-	-
Inspiring Scotland	-	80,000	80,000	-	-
Inspiring Scotland BBFF Covid	-	5,000	5,000	-	-
Inspiring Scotland BBFF H2	-	26,413	26,413	-	-
James Wood Bequest Fund	-	333	333	-	-
John Watson's Trusts	-	1,000	1,000	-	-
JTH Charitable Trust	-	500	500	-	-
Mr & Mrs Longman	-	150	150	-	-
NHS Lothian	-	5,683	5,683	-	-
Souter Charitable Trust	-	750	750	-	-
Hugh Fraser Foundation	-	3,000	3,000	-	-
W M Mann Foundation	-	1,000	1,000	-	-
Coronavirus Job Retention Scheme	-	20,777	20,777	-	-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2021	Balance b/fwd 2020	Income	Expenditure	Transfers	Fund c/fwd 2021
	£	£	£	£	£
Mentoring					
Aberlour Childcare Trust	-	300	300	-	-
Assura Community Fund	-	2,500	2,500	-	-
BBC Children in Need	-	2,288	2,288	-	-
BBC Children in Need	-	36,018	36,018	-	-
City of Edinburgh Council	-	26,588	26,588	-	-
Scottish Government	-	16,123	16,123	-	-
Wellbeing Fund					
Foundation Scotland	-	3,700	3,700	-	-
Community Response, Recovery and Resilience Fund					
Gordon Fraser Charitable Trust	-	1,000	1,000	-	-
Inspiring Scotland	-	2,000	2,000	-	-
Inspiring Scotland	-	42,140	30,482	-	11,658
KPE4 Charitable Trust	-	19,051	19,051	-	-
KPE4 Charitable Trust	-	2,400	2,400	-	-
Life Changes Trust	-	58,426	58,426	-	-
National Lottery Community Fund - Improving Lives	-	48,298	19,517	-	28,781
The Swinton Paterson Trust	-	1,000	1,000	-	-
Coronavirus Job Retention Scheme	-	15,836	15,836	-	-
General					
Foundation Scotland	-	446	446	-	-
Coronavirus Job Retention Scheme	-	2,837	2,837	-	-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

Analysis of Fund movements 2021	Balance b/fwd 2020	Income	Expenditure	Transfers	Fund c/fwd 2021
	£	£	£	£	£
Fareshare					
Barclays COVID-19 Community Aid Package	-	100,000	100,000		
Celtic FC Foundation	-	6,474	6,474		
FareShare UK – ASDA Capital Funding	56,400	-	-	(56,400)	-
FareShare UK – ASDA Van Funding	13,074	-	-	(13,074)	-
FareShare UK – Scottish Government	-	68,826	68,826		-
FareShare UK - STV Appeal	-	120,000	120,000		-
FareShare UK	-	25,700	25,700		-
FareShare UK	-	1,988	1,988		-
FareShare UK- BLF	-	57,083	53,250		3,833
Coronavirus Job Retention Scheme	-	2,628	2,628		-
FareShare UK- Covid 19 rebate	-	111,876	111,876		-
FareShare UK – National Lottery Community Fund	-	48,000	48,000		-
Foundation Scotland Community Response, Recovery and Resilience Fund	-	4,680	4,680		-
Glasgow City Council	-	19,000	19,000		-
Glasgow City Council- Co- operative Glasgow	-	6,304	6,304		-
John Lewis Foundation/FareShare Yorkshire	-	10,800	10,800		-
Leathersellers Company	-	1,000	1,000		-
Scottish Children's Lottery	-	25,000	25,000		-

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

Analysis of Fund movements 2021	Balance b/fwd 2020	Income	Expenditure	Transfers	Fund c/fwd 2021
	£	£	£	£	£
Wood Recycling	-				
CRNS Pockets and Prospects Fund	-	500	500	-	-
Third Sector Resilience Fund	-	24,970	24,970	-	-
Cruden Foundation	-	1,000	1,000	-	-
Dr Guthrie's Association	-	1,000	1,000	-	-
Russell Trust	-	2,000	2,000	-	-
Zero Waste Scotland	-	499	499	-	-
Coronavirus Job Retention	-	4,396	4,396	-	-
Trainees					
Wheatley Trainees	-	95,470	79,803	-	15,667
Fixed Asset Fund	124,890	-	10,894	69,474	183,470
Total restricted funds	194,364	1,292,893	1,243,848	-	243,409
TOTAL FUNDS	487,810	1,960,287	1,553,135	-	894,962

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****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.
- Dilapidations – Provision for the cost of future repair or restorative work to Move On rented premises.

- b) The charity has the following restricted funds:

- Deloitte Salesforce Funding – To support Move On's transition to a salesforce database system.
- Deloitte Digital Connect Grant – To support Move On's participation in the Deloitte Digital Connect programme.
- Skills & Employability – The Agnes Hunter 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 – Life Changes Trust; Peer-led grant making fund for care-experienced young people.
- 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 – GCC Transitional Support Fund; Literacy and numeracy support and creative writing workshops for people of all ages.
- Skills & Employability – Gannochy Trust; Move On Person-Centred Employability Pathway.
- Skills & Employability – Scottish Book Trust; Author visit to creative writing class.
- Skills & Employability – Souter Charitable Trust; Supporting disadvantaged young people to learn to drive.
- 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 – Young Persons Guarantee; Employability programme for disadvantaged young people in Edinburgh.
- Skills & Employability – Community Based Adult Learning Recovery Fund; Literacy support to vulnerable adults through practical work experience to enhance digital skills.
- Skills & Employability – Community Based Adult Learning Fund (Digital Inclusion); Digital skills workshops and 2 laptops to support disadvantaged people in Edinburgh.
- Skills & Employability – NHS Lothian; Work with young people to co-design and facilitate peer-led workshop and learning materials on the use of tobacco.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

- Skills & Employability – Bank of Scotland Reach Fund – Literacy support for disadvantaged people.
- Skills & Employability – Foundation Scotland; Development of volunteering strategy.
- Skills & Employability – Tabhair Trust; Supporting disadvantaged young people into employment.
- Skills & Employability – John Watson Trust; Supporting disadvantaged young people into employment.
- Skills & Employability – Russell Trust; Mentoring support for young people.
- Skills & Employability – DWF Foundation; Literacy workshops for young people.
- Skills & Employability – Rozelle Trust; Creative writing workshops.
- Skills & Employability – James Wood Bequest Fund; Supporting disadvantaged young people into employment.
- Skills & Employability – Robina Goodlad Memorial Trust; Funding to support volunteers at FareShare.
- Mentoring – BBC Children in Need; Mentoring for young people affected by homelessness, care experience or with social, emotional or behavioural difficulties.
- 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 – Lottery Mentoring Grant- Mentoring for wellbeing.
- 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 – KPE4 Trust; Mentoring for disadvantaged young people.
- Mentoring – Gannochy Trust; Mentoring for disadvantaged young people.
- Mentoring – Christina May Hendrie Trust; Mentoring for disadvantaged young people.
- Mentoring – NHS Greater Glasgow & Clyde; Anti-stigma workshops co-produced by young people for young people.
- Mentoring – Nancie Massie Charitable Trust; Mentoring for disadvantaged young people.
- Mentoring – STV Winter Fund; Support for vulnerable families during winter providing help with food and bills.
- Mentoring – STV Appeal; Support young people's mental health through mentoring.
- General fund- Foundation Scotland; Purchase of food to support Pantries in Glasgow area.
- FareShare- ASDA Capital Funding – Regional centre volunteer and operational development.
- FareShare – ASDA Van Funding; Funding for capital purchase of vans for Fareshare
- FareShare – Barclays COVID-19 Community Aid Package- Capital and revenue funding to increase CFM membership in rural areas of the West of Scotland.
- FareShare – Celtic FC Foundation; Providing food parcels to local families and vulnerable individuals.
- FareShare - Fareshare UK; IT infrastructure
- FareShare - Fareshare UK; van and driver training
- FareShare - Fareshare UK; Scottish Government; addressing period poverty

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

- FareShare - Foundation Scotland Community Response, Recovery and Resilience Fund; alleviating food poverty in Glasgow during the pandemic
- FareShare - Glasgow City Council - Foundation Scotland; Purchase of food to support Pantries in Glasgow area.
- FareShare - Glasgow City Council Co-operative Glasgow; marketing campaign to increase CFM membership
- FareShare - John Lewis Foundation/FareShare Yorkshire; Employability training for FareShare volunteers
- FareShare - Leathersellers Company Charitable Fund; Additional food and volunteer expenses
- 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 food member and volunteer development.
- FareShare – Arnold Clarke Community Fund; Support the purchase of food at FareShare.
- FareShare – Endrick Trust; Support FareShare core costs.
- FareShare – FareShare UK Scottish Transport Fund; Supporting supplier responsiveness.
- FareShare – FareShare UK LCF Funding; Local food collection support.
- FareShare – Hugh Stenhouse Foundation; Support training of volunteers at FareShare.
- FareShare – Trade House of Glasgow; Support training of volunteers at FareShare.
- FareShare – Glasgow Digital Inclusion Fund; Digital workshops for staff and volunteers at FareShare.
- FareShare – FareShare UK National Lottery Community Fund; Community Food Member and volunteer development.
- FareShare – National Lottery Community Fund Grant; Covers MOFVEP Employability training for vulnerable young people.
- FareShare- Scottish Children’s Lottery - To fund transport, salary costs, PPE, volunteer and transport costs for FSGWS.
- 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 – The Swinton Paterson Trust; Move On Wood Recycling tools and training.
- Wood Recycling – Dr Guthrie’s Association; Move On Wood Recycling tools and training.
- Wood Recycling- Adapt & Thrive; Purchase of a new vehicle to support growth of social enterprise.
- Wood Recycling – AM Pilkington Charitable Trust; Support with volunteer costs.
- Wood Recycling – Cruden Foundation; Support with volunteer costs.

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Analysis of charitable funds (Continued)**

- Wood Recycling – MOWR Sales Post Funding; Contributions by Glasgow Wood Recycling and the National Community Wood Recycling Programme to the cost of shared sales post.
- Training – SCVO/Community Jobs Scotland; Salary payments for trainees.
- Training – Wheatley Group; Salary payments for trainees.
- DETS – Inspiring Scotland Driver Education; Supporting disadvantaged young people to achieve driving and/or forklift licence and into driving-based employment.
- DETS – FareShare UK DETS; Supporting disadvantaged young people to achieve driving and/or forklift licence and into driving-based employment.
- 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

As at 31 March 2022	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Fixed assets	52,636	147,336	199,972
Stocks	18,165	-	18,165
Debtors	198,737	-	198,737
Cash at bank	701,021	120,524	821,545
Current liabilities	(346,875)	-	(346,875)
Provision for liabilities	(360)	-	(360)
	<u>623,324</u>	<u>267,860</u>	<u>891,184</u>

As at 31 March 2021	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£
Fixed assets	37,009	183,470	220,479
Stocks	13,224	-	13,224
Debtors	191,797	-	191,797
Cash at bank	842,536	59,939	902,475
Current liabilities	(423,013)	-	(423,013)
Provision for liabilities	(10,000)	-	(10,000)
	<u>651,553</u>	<u>243,409</u>	<u>894,962</u>

MOVE ON**(A company limited by guarantee)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****23. Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2022	2021
	£	£
Net (expenditure)/income for the year (as per the Statement of Financial Activities)	(3,778)	407,152
Adjustments for:		
Depreciation charges	48,376	34,382
Dividends, Interest, and rents from investments	(521)	(689)
(Increase)/decrease in debtors	(6,940)	222,523
(Decrease) in creditors	(76,138)	(51,793)
(Utilisation) of provision	(9,640)	
(Increase) in stock	(4,941)	(11,128)
Net cash provided by operating activities	<u>(53,582)</u>	<u>600,447</u>

24. Analysis of cash and cash equivalents

	2022	2021
	£	£
Cash in hand	821,545	902,475
Total cash and cash equivalents	<u>821,545</u>	<u>902,475</u>

25. Operating lease commitments

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

	Equipment		Land and Buildings	
	2022	2021	2022	2021
	£	£	£	£
Less than 1 year	2,773	2,436	66,000	94,500
Between 2 and 5 years	6,807	4,352	178,000	244,000
In more than 5 years	-	-	-	-
	<u>9,580</u>	<u>6,788</u>	<u>244,000</u>	<u>338,500</u>

26. Capital commitments

There were capital commitments with regards to a contractual obligation for the purchase of a new van for the Move On Wood Recycling project as at 31 March 2022 of £23,993 (2021: £nil).