VOLUNTEER CENTRE EDINBURGH

REPORT AND FINANCIAL STATEMENTS

for the year ended 31 March 2021

Charity number: SC029681
Company number: SC202631

VOLUNTEER CENTRE EDINBURGH

Contents **Page**

Directors' Annual Report	1 – 12
Independent Auditor's Report	13 - 15
Statement of Financial Activities	16
Balance Sheet	17
Statement of cash flows	18
Notes to the Financial Statements	19 - 33

VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2021

The Directors, who are also trustees for the purposes of charity law, are pleased to present their report and accounts for the year ended 31 March 2021.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Purposes

The purposes of Volunteer Edinburgh as set out in its governing document are:
"To promote the advancement of education, the furtherance of health and the relief of poverty, sickness and distress by the promotion of voluntary service and the development of volunteering within the area of the City of Edinburgh and elsewhere".

Our purpose is to build strong social connections, reduce inequalities and support vibrant communities through volunteers and volunteering activity.

Underpinning this are our guiding principles and beliefs that:

- Volunteering is an act of freewill and people have freedom of choice.
- There is transformative power in purposeful, meaningful activity.
- Everyone should have an opportunity to make a positive difference.
- There is power in the personal – volunteering is about relationships.
- Volunteering is Active Citizenship.

The difference we make through our outcomes is:

- More people in Edinburgh volunteer and/or are involved in their community.
- Volunteering reflects the diverse communities of Edinburgh.
- Organisations are able to provide a good quality volunteering experience.
- Local and national policy supports and encourages volunteering and active citizenship in all its forms.

Mission statement

Our mission for the year was to inspire more people to volunteer so they can enhance their lives, the lives of others and build resilient communities. To be delivered through the following Strategic Outcomes:-

- we inspire and enable people to volunteer;
- we ensure that every volunteer involving organisation is able to offer an excellent volunteering experience;
- using our expert knowledge we inform, educate and inspire our leaders on the benefits of volunteering for Edinburgh and its citizens;
- we inspire the development of volunteering opportunities which bring benefit to the community and enhance social capital;
- we are effective, well governed and managed and a great place to work or volunteer.

VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2021

Aims and activities

To achieve our purpose and meet our outcomes in 2020/21 our strategic priorities were:

Volunteer brokerage - recruitment and placement

- The promotion of volunteering and information and advice for the public on volunteering; online, from our base in Leith Walk and at fairs and events around the city.
- Maintaining an accessible, online database of volunteering opportunities in the third and public sectors.
- The promotion and administration of the Saltire Youth Volunteering Awards.

Volunteering for personal development

- Supporting individuals with higher support needs to access volunteering.
- Supporting individuals in the labour market to improve their employability using volunteering.
-

Helping people stay connected and participating

- Supporting and developing volunteering at the Royal Edinburgh hospital and Firrhill residential unit, supporting people who have a mental health diagnosis.

Building stronger communities and challenging inequalities

- Supporting on the ground community development initiatives through Volunteering in North Edinburgh (ViNE).
- Championing equalities and rights through our coordination of the Equalities and Rights Network.

Helping organisations work better with volunteers

- Providing advice, information and consultancy on volunteers management to organisations who involve volunteers.
- Delivering training on all aspects of volunteer recruitment and management.
- The promotion of National Quality Standards in Volunteers Management.

Influencing and informing public policy on volunteering

- Being a key partner in Community Planning.
- Development of a Volunteering and Active Citizenship Strategy for Edinburgh

Volunteer Edinburgh has an equal commitment to people who wish to volunteer and the organisations that need those volunteers. We are a broker, expert friend, conduit, and champion.

VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

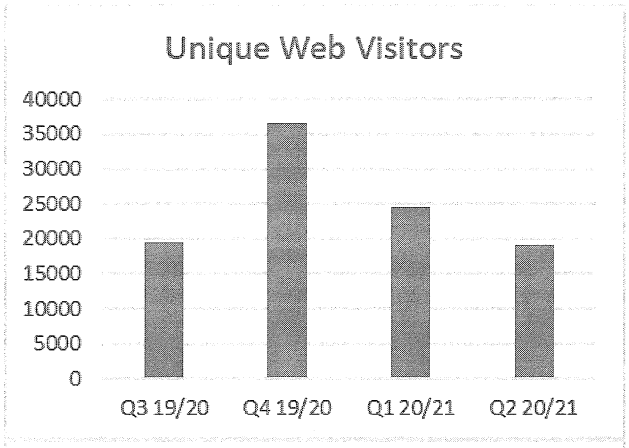
for the year ended 31 March 2021

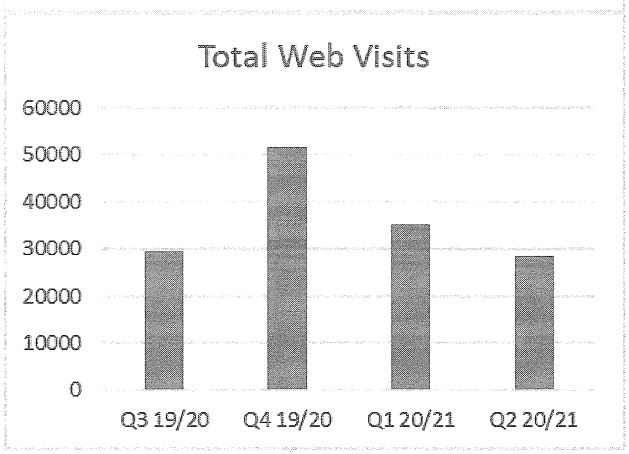
ACHIEVEMENTS AND PERFORMANCE

1. Volunteer Brokerage - recruitment and placement.

The emergence of the of the Covid 19 pandemic in March 2020 fundamentally altered the volunteering landscape in Edinburgh and the rest of the UK.

As soon as lockdown was announced at the end of the March 2020, many volunteer involving organisations suspended their volunteering programmes. This suspension meant that existing volunteers found themselves without roles. While some were required to shield due to age or underlying health condition, others were left looking for alternative volunteer roles. Simultaneously there was large increase in interest from the general public wanting to help out during the pandemic and volunteer. Demand from prospective volunteers increased in Q4 of the previous financial year and continued to be high in Q1 with a return to more normal levels in Q2.





This demand for opportunities coincided with a decrease in available opportunities advertised with us as a result of organisations suspending activities. Although in Q1 452 opportunities were on our website the majority of these were in reality unavailable but had not been archived by the organisations. During Q1 we undertook an audit of all opportunities advertised and archived inactive ones. Some new opportunities did emerge as organisations flexed and evolved to the new operating environment but this was not sufficient to meet demand.

We created a dedicated webpage on our website to provide information about volunteering during the pandemic. This included information on available opportunities and advice on how to volunteer informally as a "good neighbour" in a safe and secure way. We also produced a video about being a good neighbour which was widely distributed. We created the *'think local act local'* tag line which was used extensively throughout initial lockdown by ourselves and statutory partners.

Immediately at the start of lockdown we saw the formation of groups of ordinary citizens offering help. These were typically web-based mutual aid groups - fast to set up, often without recognition of the existing structures already in place, and largely without a full understanding of liability. Regardless of this, mutual aid combined with neighbourliness provided an important support structure for many communities. Through these mutual aid groups many people had their first experience of volunteering. Using our dedicated webpage and volunteerwiki we were able to advise and guide newly formed groups on how to undertake activity safely.

In April 2020 the Scottish Government started the Ready Scotland appeal for people to volunteer to help with the pandemic response. In Edinburgh 5,550 people signed up to become volunteers. With available opportunities at an historic low, there was a challenge as to how to meaningfully engage these prospects. We developed from scratch an entirely new programme for volunteer involvement and deployment, Community Taskforce Volunteers (CTV). We signed a Memorandum of Understanding with the City of Edinburgh Council and Health and Social Care Partnership (HSCP) to deliver volunteer support to people impacted by the pandemic.

We developed a new remote and robust onboarding methodology and received considerable in-kind support from our Salesforce developer Color, allowing us to integrate this into our existing Salesforce database.

We further developed our online Volunteer Academy learning platform to facilitate remote training and we partnered with private sector company Yoti to deliver an identity verification solution.

550 volunteers were fully onboarded and deployed to deliver a variety of support tasks to individuals impacted by the pandemic and to support the activities of public sector partners.

Community Taskforce Volunteers were deployed 3,880 times in the financial year, delivering a diverse range of support including shopping, prescription deliveries, dog walking, repaired hearing aid deliveries, as well as working with HSCP colleagues to deliver Flu and Covid Vaccination centres.

Although our office has been closed to the public during the entire year, we have migrated much of service delivery to an online offering, including giving phone advice on volunteering to 388 clients.

Both our annual events, the volunteer recruitment fair and our Inspiring Volunteer Awards, had to be cancelled. However, working with the Lord Provost, his Inspiring Volunteer of the Year Award was given to "the Citizens" of Edinburgh in recognition of the huge contribution they had made during the pandemic.

2. Volunteering for personal development

As we were closed to the public for the entire financial year, it was not possible for us to deliver either our normal Health and Wellbeing Service nor our Employability service. Recognising that for many of our existing clients the lockdown and suspension of their normal volunteering activities would lead to the chance of increased isolation and a negative impact on wellbeing, we set up a programme of scheduled phone "check ins" with our regular clients.

Using our in-house expertise, in addition to recruiting a known volunteer, we provided 51 phone support and coaching sessions to staff and volunteers of other voluntary sector organisations, to help them cope with the challenges of lockdown.

As lockdown evolved through the year, we were able to adapt to a remotely-delivered health and employability service, engaging with 29 referrals to Health and Wellbeing, 22 of whom received intensive support. Our Employability team undertook 34 remote assessments and provided on-going work coaching, resulting in 18 clients starting volunteering or paid employment.

Youth volunteering, like all volunteering, was negatively impacted by the pandemic. However we issued 195 Saltire certificates, a volume substantially down on previous years.

3. Helping people stay connected and participating.

On 23rd March 2020 all volunteer activity at the Royal Edinburgh Hub (REH), which was ward-based and patient facing, was suspended along with all patient activity/volunteering. The service therefore focussed on:

- Creation of a volunteer shopping service which was used by patients from 19 wards and by 5 occupational therapy teams, 4 or 5 days per week. The service was exceptionally busy from March to July. While activity slowed down in the autumn, demand increased again in January 2021 with the re-introduction of tighter restrictions.
- In collaboration with Edinburgh and Lothian Health Foundation, the coordination and distribution of gifts and donations to REH staff and patients, and of activity packs to patients.
- Supporting the REH staff flu and Covid vaccination programmes from November 2020 to March 2021.

The experience of REH volunteers has been very different from normal. Patient facing, relationship-based roles were replaced by task delivery roles for much of the year resulting in little recruitment of new volunteers and an adaptation of the usual volunteer training programme (sessions on interactional skills, boundaries, small talk etc were replaced by Covid specific training such as NHS infection control and use of lateral flow tests). Throughout lockdown clinicians continually reported that the absence of volunteers on wards, and the absence of those relationships and interactions with patients, was having a negative impact on patients' wellbeing.

Similarly, during the year we adapted our service at St. Stephen's Court and Firrhill, which aims to prepare residents for a fulfilling life in the community and build foundation skills. We continued to foster partnerships with local and Edinburgh-wide organisations, such as working with a local Neighbourhood Centre and Edinburgh College of Art to exhibit a resident's artwork. Activities to support residents develop their interests and hobbies, as a way of building pre-volunteering skills, continued remotely during lockdown and on-site when restrictions allowed it. Improvement of the

green spaces continued, and we hosted outdoor activities such as a sunflower growing competition, outdoor cooking classes and a successful outdoor music performance. This encourages residents to engage in their outdoor space, improves space for the local neighbourhood and increases biodiversity.

4. Building stronger community and challenging inequalities.

Equality and Rights Network

EaRN membership numbers increased to over 190. While the pandemic put a stop to the Network's normal face-to-face activities, we were still able to deliver online sessions on Covid-19 inequalities and basic human rights training for public sector partners.

A key area of work was supporting public sector partners with the development and consultation of their draft Equality Outcomes for the next four years and providing opportunities for network members to have their voice heard both before and during the consultation. Other areas of focus were supporting colleagues at EVOC with the development of the Children, Young People and Families network, our continuing role within Edinburgh's community planning system, and work to address inequalities in the rollout of the Covid-19 vaccine.

5. Helping organisations work better with volunteers

Demand from Volunteer Involving Organisations seeking guidance and support unsurprisingly increased during the financial year. There were considerable challenges for organisations in navigating the initial lockdown and progressing on to look at restarting services and reengagement of volunteers.

As well as creating and updating a dedicated covid response page on our website we provided guidance and advice via our established volunteerwiki which had 7,218 unique users (up 54% on previous year) viewing 12,937 pages.

Building on the foundation of our already established Volunteer Academy online learning portal we were able to translate our Core Skills in Volunteer Management course onto an online learning model with 29 volunteer managers attending.

At the beginning of lockdown, colleagues in NHS Lothian were struggling to recruit the large number of volunteers needed to support a covid response. We deployed two senior managers to NHS Lothian from March to June 2020 to support their fast-track recruitment and engagement of volunteers.

6. Influencing and informing public policy on volunteering

As a partner in Edinburgh's Third Sector Interface, we continued to be actively involved in the city's community planning structures.

The pandemic and the substantive impact on volunteering meant that work on our Volunteering and Active Citizenship Strategy was postponed. Work restarted in Q4 incorporating the experience of the pandemic and reflecting an altered landscape.

We continued our involvement with the Scottish Volunteering Forum and presented at a Volunteer Scotland run online expo on the impact of the pandemic on volunteering. Via the Scottish Volunteering Forum, we were asked to join the advisory group of Mobilising Voluntary Action, a four nations research project into volunteering and the pandemic being delivered by the University of Northumberland.

Scottish Government finally established the Implementation group for the National Framework for Volunteering on which we are represented.

Our volunteers

Volunteers are front and centre in the organisation. Volunteers are normally involved in a diverse range of roles across the organisation and make a core contribution to how we run projects and services. However, as a result of the suspension of face-to-face activities the majority of our existing volunteers were unable to perform their normal roles and regular volunteering opportunities were limited. Recognising the importance of keeping in touch with our volunteers we kept up regular phone check-ins with volunteers.

The Community Taskforce Volunteers of course were the exception, being very active throughout the year, and an instrumental part of our pandemic response.

When not in lockdown, volunteers are the public face of the organisation on our reception desk, they promote volunteering to the public at events, talks and presentations around the city and champion equalities and rights issues across the city. Throughout lockdown volunteers supported our social media and marketing strategy. As mentioned previously, at the Royal Edinburgh Hospital volunteers perform a wide variety of roles and were able to make an impact even when not able to enter onto wards, for example by running errands to keep patients stocked up with essential items during lockdown.

Including the CTV project, which clocked up almost 10,000 hours of volunteering during the year, volunteers contributed on average 281 hours per week. This can be valued as an in-kind contribution of around £238,322 per year based on Edinburgh's median hourly wage (£16.31 per hour, ONS provisional figure for 2020). Excluding the CTV project, volunteers contributed an average of 90 hours per week in 2020/21. This compares with 274 hours in 2019/20.

FINANCIAL REVIEW

The charity generated a surplus for the year of £44,127 (2020: deficit of £6,110). The total income amounted to £691,882 (2020: £685,798), of which £473,290 (2020: £412,120) was related to restricted projects and £218,592 (2020: £273,678) to unrestricted funds. At the balance sheet date the unrestricted reserves were £441,700 (2020: £396,073), including designated funds of £269,476 (2020: £230,857), with £8,578 (2020: £10,078) in restricted funds.

Volunteer Edinburgh continues to rent its top floor office space and basement storage area, and more recently its excess desk space, providing sources of income that are part of the organisation's business plan to ensure financial viability.

Principal funding sources
The majority of the charity's income comes from grants and contracts from public sector sources.

Reserves policy
The Directors are of the opinion that an acceptable level of free reserves is between 2.5 and 3 months' expenditure. Free reserves provide working capital to cover cash flow requirements caused by delays in the receipt of funding, or to cover unexpected expenditure, for example on maintaining the building.

If reserves fall below 2.5 months' expenditure, or are forecast to do so, the board will review the budget and financial forecasts and take measures as necessary to increase income or reduce expenditure.

Based on the 2021-22 budget this represents a fund of between £144k and £173k.

Unrestricted free reserves of £172,224 are within the acceptable range.

Minor maintenance to the exterior of the building took place in the financial year, and more major work began after the year end, including render replacement and the first phase of roof repairs. The next stages of roof repairs including slate replacement are due to take place in late 2021 and 2022. In light of this the Directors aim to hold reserves at the top level of the acceptable range.

Risk Management

The trustees have a risk framework in place and monitor the organisational risk register throughout the year. Risks are evaluated by assessing probability and severity. To manage risks effectively, mitigating actions or plans are identified where appropriate, and owners are assigned to each action/plan.

Risks are categorised as Financial, Operational, External and Governance and a risk profile is created for each. One category is reviewed at each board meeting, to ensure that each risk area is evaluated during the year.

While the most significant risks identified by the trustees are usually those categorised as financial and operational, during the year Covid dominated all aspects of operations. This was reflected in risk reviews, with the risk to service delivery and reputation being assessed as severe or high at the beginning of the pandemic. During the year Volunteer Edinburgh demonstrated its resilience and adaptability, and post year-end the risk presented by Covid was downgraded. Uncertainty remains however around its longer-term impact on funding.

Covid has disguised the impact of Brexit and the board is aware that risks may emerge as a result of regulatory changes or changes to charity funding and governance. The Board keeps these under review and will monitor and assess them on an ongoing basis.

The charity must maintain income, cash flow and reserves in order to repay its property loan and to fulfil its aims. The trustees have identified a need to diversify income away from public sector sources. To mitigate risk we aim to maintain three months' free reserves and seek additional sources of income, including income generated from the property. The board agreed to engage the services of a fundraising consultant in 2020, who worked with the senior management team to develop funding applications.

The lease of our second-floor office space ends in Q3 of 2021/22, and Volunteer Edinburgh began openly marketing the space during 2020 in the hope of securing a new tenant. Income from rental of other desk space also ceased during the year with the introduction of lockdown restrictions. Volunteer Edinburgh continues to advertise its desk space for rent and to explore other creative options to generate income.

The risk of holding inadequate insurance is mitigated by an annual check of the policy cover against the charity's needs.

The risks to the charity's reputation through inappropriate volunteer placements is significant, and each volunteer placement is risk assessed. Staff training is in place to reduce the likelihood of this occurring.

The trustees aim to ensure the charity can deliver a good service to its clients and partners if a major event causes disruption. For this reason the business continuity plan is updated at least annually, as well as on an ad hoc basis.

Between meetings the board receives ad hoc updates from the senior management team on operational risks, including updates on higher risk service delivery areas. These increased in frequency during the pandemic.

PLANS FOR FUTURE PERIODS

Following on from Scottish Government's 2016 review of TSIs and subsequent wide consultations The Third Sector Interface Outcome Framework was launched in November 2018. This framework has a particular focus on outcomes and is aligned with the National Performance Framework in order to support organisations to respond flexibly to local circumstances and help improve outcomes. Following its publication Edinburgh TSI partners undertook a review of our outcomes ensuring that we meet the key objectives laid down by Scottish Government. This in turn led to the development of a logic model work plan. Volunteer Edinburgh's short-term outcomes were already heavily aligned to the outcomes articulated by Scottish Government.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Volunteer Centre Edinburgh (VCE) is a company limited by guarantee (No. SC202631) governed by its Memorandum and Articles of Association and is recognised as a Scottish charity (No. SC029681).

Appointment of Directors

Up to eight "member" Directors, drawn from the membership of the company, may be elected by the members and up to four non-member "appointed" Directors may be appointed by the Directors of the company. Appointments are determined by the skills gaps on the Board.

Directors' induction and training

A comprehensive induction pack is given to all trustees. Individual training needs of trustees assessed at recruitment and periodically. Collective training on responsibilities delivered over a three year cycle. The Board Development plan is set and reviewed by the board on an ongoing basis.

Organisational structure

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is delegated to staff. A three-yearly development plan is developed by trustees and staff. Annual work plans are developed by staff. The trustees are responsible for recruiting senior members of staff, overseeing organisational restructuring and risk assessment.

The trustees have a governance protocol and scheme of delegated authority. In some situations, responsibility and authority for decisions will be delegated to committees and working groups and/or the Convenor and Treasurer.

Pay and Remuneration of Key Personnel

The directors consider that the key management personnel of the charity, in charge of directing and controlling, running and operating the charity on a day to day basis, comprise the board of directors, who are the charity's trustees, and the senior management team. All directors are volunteers and no director received remuneration in the year. Details of directors' expenses are disclosed in note 8 to the accounts.

The contractual pay of senior staff is reviewed on an ad hoc basis. This last took place in 2016, when there was a restructuring of the senior management team.

Third Sector Interface

Volunteer Centre Edinburgh is part of the Edinburgh Third Sector Interface, a strategic and operational partnership with EVOC and ESE. Collectively we support and develop a strong Third Sector in Edinburgh; deliver volunteering and social enterprise development; and build Third Sector relationships with community planning.

The Edinburgh TSI received £326,400 from the Scottish Government in financial year 2020-21 to fund its core activities. In addition, the TSI received £80,49 to fund its response to the pandemic. A small proportion of the grant each year is set aside by the TSI to fund collaborative work. The remainder of the grant is disbursed to the three TSI member organisations.

VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2021

Reference and administrative information

Charity Name	Volunteer Centre Edinburgh (also known as "Volunteer Edinburgh")	
Charity Registration Number	SC029681	
Company Registration Number	SC202631	
Directors	John Lawrie	Convenor
	Edward Hibbert	Vice Convenor
	Mike Reid	Treasurer
	Laura Morrison	
	Albert Patterson	
	Karen Filsell	
	Edith MacDougall	
	Rebecca Neish	
	Tanya Howden	
	Una Phelan	
Company Secretary	Yvonne Caplan	
Key Management Personnel	Paul Wilson	Chief Executive
	Yvonne Caplan	Finance Manager
	Marion Findlay	Director of Services
Principal Office and Registered Office	222 Leith Walk Edinburgh EH6 5EQ	
Senior Statutory Auditor	Kevin Cattanach	
Independent Auditors	Whitelaw Wells Statutory Auditor 9 Ainslie Place Edinburgh, EH3 6AT	
Bankers	Unity Trust Bank Nine Brindley Place Birmingham B1 2HB	
Solicitors	Dentons UK LLP Quartermile One 12 Lauriston Place Edinburgh, EH3 9EP	Davidson Chalmers LLP 12 Hope Street Edinburgh EH2 4DB

VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2021

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year that give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of 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; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis.

The Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The Directors are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the Directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by and authorised for issue by the board of directors on 24 August 2021 and signed on their behalf by:-

John Lawrie

John Lawrie
Director

VOLUNTEER CENTRE EDINBURGH

INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS

FOR THE YEAR ENDED 31 MARCH 2021

Opinion

We have audited the accounts of Volunteer Centre Edinburgh (the charitable company) for the year ended 31 March 2021, which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Accounting 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 2021 and of 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 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs UK) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 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 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 in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' annual report; or
- Proper accounting records have not been kept; or
- The financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 10, the trustees 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.

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 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:

Irregularities that result from fraud are inherently more difficult to detect than irregularities that result from error.

From enquiries of those charged with governance, it was determined that the risk of material misstatement from fraud was low with little scope for fraud to occur. Our audit testing is designed to detect material misstatements from fraud where there is not high level collusion.

Our audit testing was designed to detect material misstatements from other irregularities that result from error where there is not high level concealment of the error. In this regard the following audit work was undertaken: applicable laws and regulations were reviewed and discussed with management; senior management meeting minutes were reviewed; internal controls were reviewed; and journals were reviewed. From this audit testing it was determined that the risk of material misstatement in this regard was low.

We performed income and expenditure testing which was designed to identify any irregularities as a result of mistakes or human error. From this audit testing it was determined that the risk of material misstatement in this regard was low.

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

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and the trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

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

24 August 2021

VOLUNTEER CENTRE EDINBURGH

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 March 2021

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	2021 Total £	2020 Total £
Income and endowments from:						
Donations and legacies	2	14,651	-	2,213	16,864	6,217
Investments	3	29,685	-	-	29,685	36,566
Charitable activities	4	174,256	-	471,077	645,333	643,015
Total income		218,592	-	473,290	691,882	685,798
Expenditure on:						
Charitable activities	5	(165,862)	(7,103)	(474,790)	(647,755)	(691,908)
Total expenditure		(165,862)	(7,103)	(474,790)	(647,755)	(691,908)
Net income/(expenditure) for the year		52,730	(7,103)	(1,500)	44,127	(6,110)
Transfers between funds	16	(45,722)	45,722	-	-	-
Net movements on funds		7,008	38,619	(1,500)	44,127	(6,110)
Reconciliation of funds:						
Total funds brought forward		165,216	230,857	10,078	406,151	412,261
Total funds at 31 March 2021		172,224	269,476	8,578	450,278	406,151

The notes on pages 19 to 33 form an integral part of these financial statements

VOLUNTEER CENTRE EDINBURGH

BALANCE SHEET

As at 31 March 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	10		388,561		406,595
Investment property	11		133,520		133,520
			522,081		540,115
Current assets					
Debtors	12	10,661		28,420	
Cash at bank and in hand		254,770		188,960	
		265,431		217,380	
Creditors: amounts falling due within one year	13	(46,724)		(44,112)	
Net current assets			218,707		173,268
			740,788		713,383
Creditors: amounts falling due after more than one year	13		(290,510)		(307,232)
			450,278		406,151
Funds					
Unrestricted funds					
General funds	16		172,224		165,216
Designated funds	16		269,476		230,857
Restricted funds	16		8,578		10,078
			450,278		406,151

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements were approved and authorised by the Directors on 24 August 2021 and signed on their behalf by:-

Mike Reid
Director
Registered number: SC202631

The notes on pages 19 to 33 form an integral part of these financial statements

VOLUNTEER CENTRE EDINBURGH

CASH FLOW STATEMENT

For the year ended 31 March 2021

	Note	2021 £	2020 £
Cash flows from/(used) by operating activities			
Net cash provided by operating activities		65,147	1,435
Cash flows from investing activities			
Interest received		176	865
Interest paid		(12,988)	(15,711)
Rental income		29,509	35,701
Purchase of property, plant and equipment		-	(5,400)
Cash flows provided by investing activities		16,697	15,455
Cash flows from financing activities			
Repayment of borrowings		(16,034)	(14,558)
Cash flows used in financing activities		663	(14,558)
Increase in cash during year		65,810	2,332
Net cash at the start of the year		188,960	186,628
Net cash at the end of the year	**19**	254,770	188,960

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITES

Net movement in funds for the year	65,147	(6,110)
Interest from investments	(176)	(865)
Interest paid	12,988	15,711
Rental income	(29,509)	(35,701)
Decrease/ (increase) in debtors	17,759	20,451
Increase/(decrease) in creditors	1,924	(12,140)
Depreciation charge	18,034	20,089
Net cash provided/(used) by operating activities	65,147	1,435

1. Accounting Policies

1.1 Accounting convention

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Volunteer Centre Edinburgh meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recorded at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The trustees consider there are no material uncertainties about the charity's ability to continue as a going concern. Accordingly the financial statements have been prepared on a going concern basis. This assessment of going concern includes the expected impact of COVID-19 to the entity in the 12 months following the signing of these financial statements.

1.2 Income recognition

Donations and legacies including grants that provide core funding or are of general nature are recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant must only be used in future accounting periods, or when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from investments, namely bank interest, is included in the year in which it is receivable.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performances conditions is recognised as earned (as the related services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

1.3 Expenditure recognition

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The charity is not registered for VAT and, accordingly, expenditure is shown gross of irrecoverable VAT.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include governance costs which support the charity's programmes and activities. These costs include the expenses of Trustee meetings, the statutory audit and legal and professional fees. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 5.

1.4 Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost with assets costing in excess of £1,000 capitalised.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:-

Freehold property	over 50 years
Capital improvements	10% straight line
Computer equipment	20% - 33.33% straight line

1.5 Investment Properties

Investment properties are included at market value at the balance sheet date. Gains and losses on revaluation are included in the Statement of Financial Activities in the year in which they arise.

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.7 Pensions

The Charity operates a Defined Contributions Pension Scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the Scheme.

1.8 Fund Accounting

Unrestricted funds are incoming resources generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds that have been earmarked by the directors for a specific purpose.

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

1.9 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2. Donations and legacies

	2021	2020
	£	£
Donations	16,234	5,227
Membership fees	630	990
	16,864	6,217

Income from donations and legacies was £16,864 (2020: £6,217) of which £14,651 (2020: £6,217) was unrestricted and £2,213 (2020: £Nil) was restricted.

3. Investment Income

	2021	2020
	£	£
Bank interest received	176	865
Rental income	29,509	35,701
	29,685	36,566

Income from investments was £29,685 (2020: £36,556) of which £29,685 (2020: £36,566) was unrestricted and £Nil (2020: £Nil) was restricted.

4. Charitable activities

Grants and Service Level Agreements:	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Edinburgh Health and Social Care Partnership	-	76,682	76,682	74,233
CEC – Strategy and Insight	-	70,907	70,907	70,907
CEC – COVID	-	23,460	23,460	-
Scottish Government – Third Sector Interface	131,872	-	131,872	128,572
Scottish Government – Third Sector Interface	2,244	-	2,244	5,294
Scottish Government – Community Wellbeing Fund	33,621	-	33,621	-
CEC - Equality & Rights Network	-	45,000	45,000	47,000
CEC - Employability 3rd party	-	72,520	72,520	72,520
Edinburgh Integration Joint Board – VINE	-	-	-	4,135
NHS, Edinburgh Lothians Heath Foundation	-	10,805	10,805	-
CEC – Wayfinder Public Social Partnership	-	41,618	41,618	39,401
Edinburgh Health and Social Care Partnership, Firrhill	-	100,000	100,000	100,000
LOOPS EIJB Health and Social Care	-	-	-	10,322
Festival City Volunteering	-	-	-	33,476
Alliance Health and Social Care	-	-	-	19,854
Action Earth Fund	-	749	749	1,245
Port of Leith Association	-	3,000	3,000	-
One City Trust	-	-	-	8,000
Robertson Partnership Homes	-	-	-	3,500
ELHF/NHS Charities Together	-	25,000	25,000	-
Other grants individually less than £1,000	-	1,336	1,336	1,760
	167,737	471,077	638,814	620,219
Earned Income				
Training, consultancy & other earned income	6,519	-	6,519	22,796
	174,256	471,077	645,333	643,015

Total charitable activities were £645,333 (2020: £643,015) of which £174,256 (2020: £230,895) was unrestricted and £471,077 (2020: £412,120) was restricted.

5. Expenditure

	Core £	Personal devel'nt £	Community devel'nt & Social £	2021 Total £	2020 Total £
Recruitment fair	-	-	-	-	6,850
Training provision	-	-	-	-	880
Events	-	-	-	-	3,083
Support costs					
Staff costs (note 9)	242,425	224,976	42,737	510,138	529,327
Training & conferences	796	1,524	-	2,320	472
Recruitment	234	-	-	234	266
Premises costs	5,719	3,077	940	9,736	12,430
Cleaning	6,010	2,043	755	8,808	16,263
Repairs & maintenance	2,118	1,832	352	4,302	9,372
Provision, subscriptions & Miscellaneous	1,498	2,134	220	3,852	6,869
Stationery & postage	498	1,078	61	1,637	3,698
Publicity & promotion	1,332	938	182	2,452	4,842
Telephone	5,571	7,391	1,104	14,066	14,067
Office equipment	2,077	6,172	300	8,549	4,597
Bad debt	-	-	-	-	220
Volunteer costs	9,264	1,303	1,880	12,447	10,633
Travelling expenses	-	-	-	-	3,325
Consultancy & subcontractor fees	5,280	(217)	8,500	13,563	3,490
Legal & professional fees	997	912	177	2,086	2,186
Bank charges	247	225	43	515	540
Finance costs	12,988	-	-	12,988	15,711
Depreciation	18,034	-	-	18,034	20,089
IT Support	8,480	7,284	1,414	17,178	18,378
Governance costs					
Audit fees	4,850	-	-	4,850	4,320
	328,418	260,672	58,665	647,755	691,908

Overheads and support costs are allocated on the basis of staff time.

Total expenditure was £647,755 (2020: £691,908) of which £172,965 (2020: £283,201) was unrestricted and £474,790 (2020: £408,707) was restricted.

6. Net Income/(Expenditure) for the Year

	2021	2020
	£	£
Net income/(expenditure) is stated after charging:		
Depreciation	18,033	20,089
Auditors' remuneration – audit fee	4,850	4,320

7. Summary analysis of expenditure and related income for activities

This table shows the cost of the main activities and the sources of income that support those activities.

	Core	Personal devel'nt	Community devel'nt & Social	2021 Total	2020 Total
	£	£	£	£	£
Costs	(328,418)	(260,672)	(58,665)	(647,755)	(691,908)
Donations	16,651	133	80	16,864	6,217
Grants and SLA	270,504	296,120	72,190	638,814	620,219
Earned income	6,340	-	179	6,519	22,796
Investment income	29,685	-	-	29,685	36,566
	(5,238)	35,581	13,784	44,127	(6,110)

8. Directors' Emoluments

No directors received any remuneration and no expenses were reimbursed during either the current or previous years.

9. Employees

	2021	2020
	£	£
Wages and salaries	425,056	426,773
Redundancy costs	-	4,725
Social security costs	32,002	32,310
Other pension costs	53,079	65,519
	510,137	529,327

The policy for redundancy follows statutory redundancy provisions.

9. Employees cont.

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

	Total Employees Average for Year	
	2021	2020
	No.	No.
Administrative and support staff	4	4
Service provider staff	16	16
	20	20

On a full time equivalent basis the average number of employees was 14 (2020: 15.2). The charity considers its key management personnel comprise the Chief Executive, Finance Manager and the Director of Services. The total employment benefits including employer pension contributions of the key management personal was £132,757 (2020: £125,596). No employee had emoluments of more than £60,000 during either the current or previous year.

10. Tangible Fixed Assets

	Computer Equipment £	Property £	Capital Improve -ments £	Total £
Cost				
At 1 April 2020	22,367	358,480	112,088	492,935
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2021	22,367	358,480	112,088	492,935
Depreciation				
At 1 April 2020	13,725	17,925	54,690	86,340
Charge for year	3,240	3,585	11,208	18,033
Released on disposal	-	-	-	-
At 31 March 2021	16,965	21,510	65,898	104,373
Net Book Value				
At 31 March 2021	5,400	336,970	46,191	388,561
At 31 March 2020	8,642	340,555	57,398	406,595

11. Investment Property

	Investment Property £
Market value	
At 1 April 2020	133,520
Additions	-
At 31 March 2021	133,520
Net book value	
At 31 March 2021	133,520
At 31 March 2020	133,520

If investment property had not been revalued it would be held at a historic cost of:

	2021 £	2020 £
Cost	133,520	133,520

The investment property is held at market value paid when the property was purchased in May 2015. The Trustees consider that the current values are not materially different to the values disclosed above.

12. Debtors

	2021 £	2020 £
Grants receivable	5,040	17,313
Other debtors	5,570	11,019
Prepayments	51	88
	10,661	28,420

13. Creditors: amounts falling due within one year

	2021	2020
	£	£
Other loans	16,723	16,035
Trade creditors	-	67
Other taxes and social security costs	8,700	9,047
Pension contributions	-	4,590
Other creditors	928	1,120
Accruals	15,769	8,979
Deferred income	4,604	4,274
	46,724	44,112

Creditors: amounts falling due after more than one year

	2021	2020
	£	£
Other loans	290,510	307,232
	290,510	307,232

Deferred income

	2021	2020
	£	£
Balance at 31 March 2020	4,274	5,977
Released to Statement of Financial Activities	(4,274)	(5,977)
Amounts received and deferred during the year	4,604	4,274
	4,604	4,274

14. Loans and secured debts

The following secured debts are included within creditors and are due for repayment as shown:-

	2021 £	2020 £
Amounts repayable		
In one year or less	16,723	16,035
In more than one year but not more than two years	17,421	16,554
In more than two years but not more than five years	56,754	54,094
More than 5 years	216,335	236,584
	307,233	323,267

The lender holds a standard security over the property owned by the charity.

15. Analysis of Net Assets between Funds

Fund balances at 31 March 2021 as represented by:	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	388,561	-	388,561
Investment property	-	133,520	-	133,520
Current assets	202,225	54,628	8,578	265,431
Current liabilities	(30,001)	(16,723)	-	(46,724)
Long term liabilities	-	(290,510)	-	(290,510)
	172,224	269,476	8,578	450,278

Fund balances at 31 March 2020 as represented by:	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	406,595	-	406,595
Investment property	-	133,520	-	133,520
Current assets	193,293	14,009	10,078	217,380
Current liabilities	(28,077)	(16,035)	-	(44,112)
Long term liabilities	-	(307,232)	-	(307,232)
	165,216	230,857	10,078	406,151

16. Movement in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers	At 31 March 2021 £
Restricted funds					
WAVE	2,698	-	-	-	2,698
CEC – Strategy and Insight	-	70,907	(70,907)	-	-
Edinburgh & Lothian Health	-	135,805	(135,805)	-	-
CEC – Equality & Rights Network	2,000	45,000	(45,000)	-	2,000
CEC Employability Challenge Fund	1,880	72,520	(72,520)	-	1,880
CEC – Edinburgh Health & Social Care (Firrhill & SCC)	-	41,618	(41,618)	-	-
CEC- Covid-19	-	23,460	(23,460)	-	-
Port of Leith Association	-	3,000	(3,000)	-	-
Edinburgh Health & Social Care	-	76,682	(76,682)	-	-
Various small	-	2,298	(2,298)	-	-
Souter for CTV	-	2,000	-	-	2,000
Robertson Partnership Homes	3,500	-	(3,500)	-	-
	10,078	473,290	(474,790)	-	8,578
Unrestricted funds					
General funds	165,216	218,592	(165,862)	(45,722)	172,224
Designated funds					
Fixed assets	216,847	-	-	(1,998)	214,849
Roof & Building Repairs	-	-	-	41,500	41,500
Various small funds	14,010	-	(7,103)	6,220	13,127
	396,073	218,592	(172,965)	-	441,700
Total funds	406,151	691,882	(647,755)	-	450,278

Purposes of general funds

General funds

Unrestricted funds, which comprise the general funds, are expendable at the discretion of the directors, in furtherance of the objects of the company.

16. Movement in funds (cont.)

Purposes of Designated Funds

Fixed assets
A designated fund has been set up to represent the balance of fixed assets including investment property, after adjusting for outstanding loans in relation to the property acquisition, from which depreciation and loan interest will be charged.

Roof and building repairs fund has been designated for repairs to the property's roof and gable end expected to be completed in 2021/22. **Various small** funds includes amounts designated for **Final event costs** - This is the remaining fee for delivery of an event; **VEDS support and enhancements** - Further work on a bespoke Customer Relationship Management Database that is under development; Main**tenance** - This is the cost of general maintenance and for a boiler replacement and **Fundraising consultant** - To cover the costs of a fundraising consultant.

Purposes of Restricted Funds

WAVE
Donation towards "WAVE", a pre-volunteering course for young people who are day-in or out-patients at the Royal Edinburgh Hospital Young People's Unit.

CEC – Strategy and Insight
Contribution towards a range of functions around implementing Edinburgh's City Volunteering Strategy and supporting a flourishing Third Sector with volunteering at its core. Supporting Volunteer Involving Organisations to build capacity to manage and support volunteers.

Edinburgh & Lothians Health Foundation
Funding was received to improve the health and wellbeing of patients at the Royal Edinburgh Hospital through active involvement in volunteering and improving the hospital environment by involving the wider community in the hospital as volunteers.

CEC – Equality & Rights Network
To run an Equality and Rights Network to enable individuals, groups and communities of interest to work in partnership with public services to advance equality, promote human rights and to tackle inequality and poverty.

CEC Employability Challenge Fund
Voluntary Work Coaches to support individuals into volunteering as part of their employability journey. The service also works with Volunteer Involving Organisations and Joined Up 4 Jobs partners.

CEC – Edinburgh Health & Social Care Partnership (Firrhill & St Stephen's Court)
To provide a Volunteer Coordinator who will work as part of the Progressing on Both Fronts staff team to support patients with long standing mental health problems to prepare for discharge.

CEC – Covid-19
Additional funding from the City of Edinburgh Council Chief Executive Division for a six-month period to coordinate volunteering opportunities in response to the Covid-19 pandemic.

16. Movement in funds (cont.)

Port of Leith Housing Association
Funding received for hardship funds and volunteer expenses for clients in North Edinburgh and Leith.

Edinburgh Health & Social Care Partnership
To provide support into volunteering for people with a range of support needs, and to develop the capacity of referrers and VIOs in supporting people into volunteering.

Various small
Includes **Access to Work** funding – For equipment and training for employees; **ELREC** grant and **Edinburgh & Lothian Trust Fund –** These are grants to buy household items for clients, and **Volunteering Matters** – To improve the outdoor space at the Royal Edinburgh Hospital and at Firhill and St Stephen's Court supported accommodation.

Souter Trust for CTV
Funding received towards the Community Taskforce Volunteers Project.

Robertson Partnership Homes
Funding received for Volunteering development and community activities in North Edinburgh and localities.

Action Earth Fund
To provide gardening tools, plants and equipment.

LOOPS Edinburgh Integration Joint Board
To develop a programme of intergenerational events to combat social isolation.

Festival City Volunteers
Funding received to recruit and manage volunteers to welcome Festival visitors to the city.

Alliance Health and Social Care
Funding received from the self-management fund for a buddying programme, supporting individuals with long term health conditions to secure and sustain positive, life-changing volunteering.

Edinburgh & Lothian Trust Fund
Small award given to the Inspiring Volunteer of the Year to fund training.

One City Trust
Transition funding received for Volunteering in North Edinburgh.

Access to Work
Funding received to help cover the costs of practical support in the workplace.

CEC Volunteering in North Edinburgh
Transition funding received for Volunteering in North Edinburgh.

16. Movement in funds (cont.)

	At 1 April 2019 £	Income £	Expenditure £	Transfers	At 31 March 2020 £
Restricted funds					
WAVE	2,972	-	(274)	-	2,698
CEC – Strategy and Insight	-	70,907	(70,907)	-	-
Edinburgh & Lothian Health	-	100,000	(100,000)	-	-
CEC – Equality & Rights Network	-	47,000	(45,000)	-	2,000
CEC Employability Challenge Fund	-	72,520	(70,640)	-	1,880
CEC – Edinburgh Health & Social Care (Firrhill & SCC)	3,500	39,401	(42,901)	-	-
Action Earth Fund	-	1,245	(1,245)	-	-
LOOPS Edinburgh Integration Joint Board	193	10,322	(10,515)	-	-
Festival City Volunteers	-	33,476	(33,476)	-	-
Alliance Health and Social Care	-	19,854	(19,854)	-	-
Edinburgh & Lothian Trust Fund	-	775	(775)	-	-
One City Trust	-	8,000	(8,000)	-	-
Access to Work	-	985	(985)	-	-
CEC – Volunteering in North Edinburgh	-	4,135	(4,135)	-	-
Robertson Partnership Homes	-	3,500	-	-	3,500
	6,665	412,120	(408,707)	-	10,078
Unrestricted funds					
General funds	170,617	273,678	(237,400)	(41,679)	165,216
Designated funds					
Fixed assets	216,979	-	(35,801)	35,669	216,847
Various small funds	18,000	-	(10,000)	6,010	14,010
	405,596	273,678	(283,201)	-	396,073
Total funds	412,261	685,798	(691,908)	-	406,151

17. Operating lease commitments

At 31 March 2021 the charity had total commitments for premises under non-cancellable operating leases, payable as follows:-

	Office Equipment 2021 £	Office Equipment 2020 £
Expiring:		
Within one year	-	911
Within one to five years	-	-

18. Related party transactions

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

In 2018 a loan of £353,000 was provided to the charity by two private individuals repayable over 17 years with an interest rate of 4% over Bank of England Base Rate. The loan is secured with a standard security over the charity's premises at 222 Leith Walk, Edinburgh, EH6 5EQ. At 31 March 2021 £307,233 remains outstanding. The private individuals, Mr John Macleod and Mrs Aileen Macleod, are the sister and brother-in-law of the charity's Chief Executive Paul Wilson.

19. Cash flow statement – analysis change in net funds

	At 1 April 2020 £	Cash flow £	At 31 March 2021 £
Cash in hand and at bank	188,960	65,810	254,770
Net funds	188,960	65,810	254,770

20. Capital commitments

At the balance sheet date the charity had capital commitments of £5,469 (2020: £nil) in respect of repairs.