

VOLUNTEER CENTRE EDINBURGH
REPORT AND FINANCIAL STATEMENTS
for the year ended 31 March 2022

Charity number: SC029681
Company number: SC202631

VOLUNTEER CENTRE EDINBURGH

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VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2022

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 2022.

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.

Aims and activities

To achieve our purpose and meet our outcomes in 2021/22 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.

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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 and St Stephens Court residential units, supporting people who have a mental health diagnosis.

Building stronger communities and challenging inequalities

- Working with public and third sector partners to support to people displaced by the Ukrainian crisis
- 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.

ACHIEVEMENTS AND PERFORMANCE

Volunteer brokerage - recruitment and placement

The continuing presence of covid, and the gradual resumption of face-to-face services across the organisation and across the city, made its impact on all of Volunteer Edinburgh's service areas.

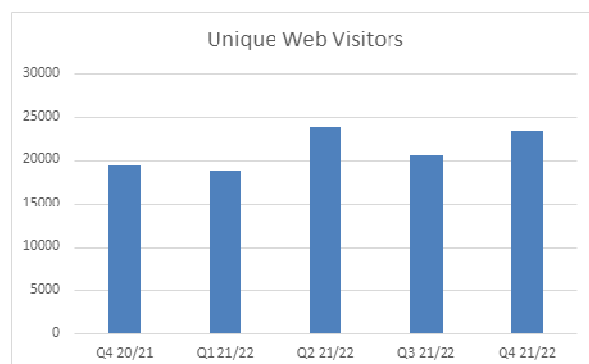
As volunteer involving organisations resumed activities, we saw the number of live opportunities advertised on our website increase to 500, compared with an average of 350 in Q3 and Q4 of the previous financial year. Opportunities increased further in Q1 of 2022/23.

Online activity, in the form unique web visitors searching for opportunities, increased slightly over the course of the year and into Q1 of 2022/23, with on average 21,653 people accessing the website each quarter.

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The ongoing tram works outside the organisation's main office, continued to have an impact on in-person service delivery, with face-to-face service delivery still down on previous years, and more people making contact by email and via the website.

Community Taskforce Volunteers (CTV) went from strength to strength. Originally set up in response to the pandemic, the remit of the project broadened to deliver short-term, practical support to any individuals in Edinburgh who are in need and lacking familial or other support networks. On average 450 volunteers were available for deployment throughout the year. Three-year funding was secured from Edinburgh's Health and Social Care Partnership (HSCP) as of July 2021. Volunteers were deployed more than 5,300 times in the financial year, and completed a diverse range of tasks including shopping, prescription deliveries, dog walking and repaired hearing aid deliveries. In addition to this the project continued work with HSCP colleagues to deliver Flu and Covid Vaccination centres.

In Q1 we gathered feedback from our CTV volunteers, and the findings from this fed into work on the Volunteering and Active Citizenship Strategy.

In the summer our main office at Leith Walk reopened on a part-time basis to the public, and by autumn we had returned to normal opening hours, while keeping staff, volunteers and members of the public safe through risk assessment and covid protocols.

After a hiatus in 2020, and repeated rescheduling and uncertainty in 2021, we were delighted to join the Rt. Hon. Lord Provost of The City of Edinburgh in hosting the Inspiring Volunteer Awards at the City Chambers.

Similarly, our keystone event, Edinburgh's annual Volunteer Recruitment Fair, returned in 2021, and although the event was smaller than normal, with fewer stallholder volunteer-involving organisations seeking new volunteers and lower visitor numbers, feedback was positive all round.

Towards the end of the financial year Volunteer Edinburgh became heavily involved in the city's response to the arrival of displaced Ukrainians. Edinburgh rapidly became Scotland's gateway, and the CTV service was well-placed to provide volunteer support at Edinburgh airport, welcoming and directing new arrivals. Between March and the end of May 2022, around 600 hours of volunteering took place.

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Volunteering for personal development

While we worked to resume face to face services in the first half of the year, we continued our programme of scheduled phone “check ins” with regular clients, many of whom had experienced increased isolation and a negative impact on wellbeing during the pandemic, with regular volunteering activities being suspended.

The Employability service continued to incorporate blended online and face to face service delivery. This approach was successfully implemented in a pilot course for women returners to the workforce, with outstandingly positive feedback from participants. The Employability service also resumed presences at Job Centres across the city.

The Health and Wellbeing Service gradually re-established direct client work during the year, continuing to face challenges in securing volunteering opportunities for people with support needs. Referrals to the service were twelve times higher than in the previous year, when many services were suspended because of lockdown. 84 clients received intensive support. This is well on the way to pre-covid levels. Our Employability team saw a similar increase in activity, undertaking 71 assessments. They provided ongoing work coaching to 101 clients, with 22 people securing volunteering or paid employment.

Following on from a survey carried out by the Health and Wellbeing team in Spring 2021 on lockdown's effect on supported volunteering, the team hosted two online events to discuss the results and share experiences with organisations based locally and more widely across the UK.

We issued 463 Saltire certificates for volunteering by young people, which was substantially higher than the previous financial year. In addition a successful pilot, funded by the Young People's Guarantee, introduced a small group of young people with significant and complex support needs to volunteering and pre-volunteering activities.

Helping people stay connected and participating

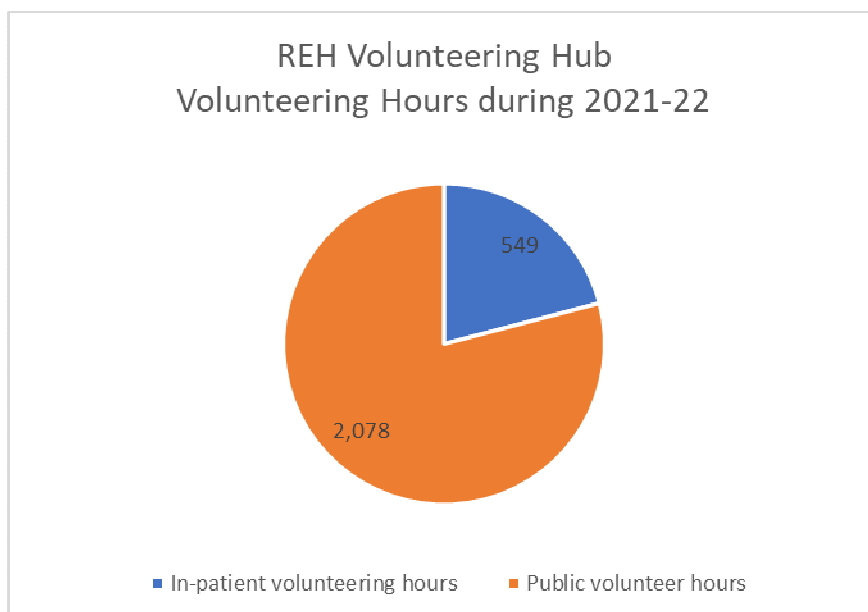
At our Volunteering Hub, based at the Royal Edinburgh Hospital (REH), service delivery was uninterrupted despite Covid restrictions. Adaptations included increased use of common spaces, more creative outdoor opportunities, and a switch from group to individual activities. In total 2,627 volunteering hours were created. In addition:

- 735 hours of nursing assistant time were saved through volunteers undertaking shopping and other practical tasks;
- for each working day, 10 hours of volunteering time were delivered by 68 skilled, trained, and supported public volunteers;
- each working day volunteers gave over an hour and a half of their time for supported study sessions, equivalent to private tutoring costs of £4.5k to £9.5k.

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Our service at Firrhill and St Stephen's Court continued working with people who have complex support needs including mental illness. We have supported them to take part in volunteering and other meaningful activities including artwork, cooking, music, gardening and language tuition. Volunteers from the general public have assisted this work.

Building stronger community and challenging inequalities Equality and Rights Network

EaRN membership numbers increased to more than 200. Over the year we were able to re-start some face-to-face activities, including welcoming back volunteers into the office. We continued to support the City of Edinburgh Council with ongoing engagement on their Equality Outcomes as well as working with other public sector partners. We worked closely with colleagues at EVOC on the BAME/PoC working group of the Children, Young People and Families network and the development of other forum/networking opportunities for third sector organisations. A key piece of work was the development of an online training course for volunteer managers on diversity and inclusion in volunteering. This has been successfully delivered in two sessions and received very positive feedback.

Helping organisations work better with volunteers

Our volunteerwiki, the online resource for volunteer managers, had almost 5,500 unique users, a 23% reduction compared with the previous year. However users viewed almost 11,000 pages, which represents only a 15% drop, showing that on average users were accessing the site more widely.

Core Skills in Volunteer Management training continued to be delivered online, following positive feedback from participants. Over 100 volunteer managers were trained, compared with less than 30 in the previous year. Inspire, our peer support sessions for volunteer managers, was attended by 84 people, double the number of participants compared with the previous year.

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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 and represent the Equalities and Rights Member on the Edinburgh Partnership Board.

Work on the Volunteering and Active Citizenship Strategy continued, reflecting an altered landscape post-pandemic and the pending publication of Scottish Government's Volunteering For All Action Plan.

We worked collaboratively with our Edinburgh TSI partners, with other Lothian TSIs and with NHS Lothian to address issues around vaccine inequalities and community testing, using our reach to connect with community organisations and increase uptake among specific groups.

The senior management team closely supported our TSI partner EVOC in its delivery of an ambitious and innovative Community Commissioning model for the Communities Mental Health and Wellbeing Fund.

Our volunteers

Volunteers remain front and centre in the organisation. We gradually welcomed a number of volunteers back to face-to-face activities during the year. Many volunteers were very keen to return to their roles, seeking the meaningful activity and structure that a regular volunteering commitment brings. Although the scale of volunteering within the organisation, excluding the Community Taskforce Volunteers project, had not yet returned to pre-covid levels by the year end, volunteers are once again involved in a diverse range of roles across the organisation and make a core contribution to how we run projects and services.

The Community Taskforce Volunteers project clocked up 15,400 hours of volunteering during the year, a 55% increase on the previous year. In total, across the organisation volunteers contributed around 19,200 hours, an average of 370 hours per week. This can be valued as an in-kind contribution of approximately £300,179 over the year, based on Edinburgh's median hourly wage of £15.64 per hour (ONS provisional figure for 2021).

Excluding the CTV project, volunteers contributed an average of 72 hours per week in 2021/22. This compares with 274 hours pre-Covid, in 2019/20.

FINANCIAL REVIEW

The charity generated a surplus for the year of £4,781 (2021: surplus of £44,127). The total income amounted to £722,469 (2021: £691,882), of which £523,755 (2021: £473,290) was related to restricted projects and £198,714 (2021: £218,592) to unrestricted funds. At the balance sheet date the unrestricted reserves were £426,164 (2021: £441,700), including designated funds of £222,791 (2021: £269,476), with £28,895 (2021: £8,578) in restricted funds.

Volunteer Edinburgh continues to rent, self-contained office space, basement storage area and other desk space, providing sources of income that are part of the organisation's business plan to maintain financial viability.

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The pre-existing lease of the top floor office ended during the financial year. Volunteer Edinburgh secured a new tenancy beginning in January 2022 until 2026, providing continued stability to unrestricted earned income.

Funding from the Digital Boost Development Grant enabled further enhancements to our Salesforce database, as well as investment in new hardware for video conferencing.

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 2022-23 budget this represents a fund of between £154k to £185k.

At £203,373 unrestricted free reserves are slightly higher than the acceptable range. However the trustees are of the opinion that in the current operating environment, and with upcoming further slate replacement required to the roof, this is justified.

Repairs and maintenance to the exterior of the building took place in the financial year, removing and replacing render, remodelling the gable end of the building for sustainability, and replacing slates on one aspect of the roof.

Risk management

The trustees monitor the organisational risk register throughout the year and have a risk management framework in place. Risks are categorised as Financial, Operational, External and Governance. A risk profile is created for each category and the probability and severity of each risk item is assessed and recorded. In order to manage risks effectively, mitigating actions or plans are identified where appropriate, and owners are assigned to each action/plan. Each risk category is evaluated over the course of the year.

While the most significant risks identified by the trustees are usually those categorised as financial and operational, similar to the previous year, Covid continued to influence all aspects of operations and risk management. Uncertainty remains around its longer-term impact on funding.

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

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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

The maximum number of Directors is twelve. It was agreed by Special Resolution at the 2021 AGM that all twelve may be Member Directors, drawn from and elected by the membership of the organisation. Previously this number was eight. There can be up to four Appointed Directors, who are appointed by the current Directors during the year and annually at the first Board meeting after the AGM. 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. The Board Development plan is set and reviewed by the board on an ongoing basis.

The board carried out a skills audit towards the end of the financial year, with the aim of identifying what skills, knowledge and experience already exist on the board and what, if any, are missing. The results of this fed into trustee recruitment during 2022.

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.

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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 2021-22 to fund its core activities. 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 2022

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
Albert Paterson	Vice Convenor
Mike Reid	Treasurer
Edward Hibbert	
Laura Morrison	
Karen Filsell	
Edith MacDougall	Resigned 24 August 2021
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
PO Box 7193
Planetary Road
Willenhall, WV1 9DG

Solicitors

Dentons UK LLP Quartermile One 12 Lauriston Place Edinburgh, EH3 9EP	Davidson Chalmers LLP 12 Hope Street Edinburgh EH2 4DB
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VOLUNTEER CENTRE EDINBURGH

DIRECTORS' ANNUAL REPORT

for the year ended 31 March 2022

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 30 August 2022 and signed on their behalf by:-



John Lawrie
Director

VOLUNTEER CENTRE EDINBURGH

INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS

FOR THE YEAR ENDED 31 MARCH 2022

Opinion

We have audited the accounts of Volunteer Centre Edinburgh (the charitable company) for the year ended 31 March 2022, 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 2022 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' (who are also the directors of the company for company law purposes) 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 contained within the annual report. 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. Our responsibility to read 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 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.

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INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS

FOR THE YEAR ENDED 31 MARCH 2022

We have nothing to report in this regard.

Opinions on 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 directors' report, prepared for the purposes of company law and included in the report of the trustees, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report, included with the report of the trustees, has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006, 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:

- adequate and proper accounting records have not been kept; or
- The financial statements are not in agreement with the accounting records; 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 directors' report, included within report of the trustees, and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, 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 under the Companies Act 2006 and report in accordance with the Acts 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.

VOLUNTEER CENTRE EDINBURGH

INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS

FOR THE YEAR ENDED 31 MARCH 2022

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

30 August 2022

VOLUNTEER CENTRE EDINBURGH

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 March 2022

		Unrestricted		Restricted	2022	2021
	Notes	General Funds	Designated Funds	Funds	Total	Total
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2	9,052	1,000	-	10,052	16,864
Investments	3	23,695	-	-	23,695	29,685
Charitable activities	4	164,967	-	523,755	688,722	645,333
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total income		197,714	1,000	523,755	722,469	691,882
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:						
Charitable activities	5	(110,332)	(103,918)	(503,438)	(717,688)	(647,755)
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		(110,332)	(103,918)	(503,438)	(717,688)	(647,755)
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net income/(expenditure) for the year		87,382	(102,918)	20,317	4,781	44,127
Transfers between funds	16	(56,233)	56,233	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net movements on funds		31,149	(46,685)	20,317	4,781	44,127
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Reconciliation of funds:						
Total funds brought forward		172,224	269,476	8,578	450,278	406,151
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds at 31 March 2022		203,373	222,791	28,895	455,059	450,278
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The notes on pages 18 to 32 form an integral part of these financial statements

VOLUNTEER CENTRE EDINBURGH

BALANCE SHEET

As at 31 March 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	10		378,873		388,562
Investment property	11		133,520		133,520
			<hr/>		<hr/>
			512,393		522,082
Current assets					
Debtors	12	22,695		10,660	
Cash at bank and in hand		255,809		254,770	
			<hr/>		<hr/>
			278,504		265,430
Creditors: amounts falling due within one year	13	(61,709)		(46,724)	
			<hr/>		<hr/>
Net current assets			216,795		218,706
			<hr/>		<hr/>
			729,188		740,788
Creditors: amounts falling due after more than one year	13		(274,129)		(290,510)
			<hr/>		<hr/>
			455,059		450,278
			<hr/> <hr/>		<hr/> <hr/>
Funds					
Unrestricted funds					
General funds	16		203,373		172,224
Designated funds	16		222,791		269,476
Restricted funds	16		28,895		8,578
			<hr/>		<hr/>
			455,059		450,278
			<hr/> <hr/>		<hr/> <hr/>

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 30 August 2022 and signed on their behalf by:-



Mike Reid

Director

Registered number: SC202631

The notes on pages 18 to 32 form an integral part of these financial statements

VOLUNTEER CENTRE EDINBURGH

CASH FLOW STATEMENT

For the year ended 31 March 2022

	Note	2022	2021
		£	£
Cash flows from by operating activities			
Net cash provided by operating activities		16,653	65,147
Cash flows from investing activities			
Interest received		70	176
Interest paid		(12,526)	(12,988)
Rental income		23,625	29,509
Purchase of property, plant and equipment		(10,152)	-
		<hr/>	<hr/>
Cash flows provided by investing activities		1,017	16,697
Cash flows from financing activities			
Repayment of borrowings		(16,631)	(16,034)
		<hr/>	<hr/>
Cash flows used in financing activities		(16,631)	(16,034)
Increase in cash during year		1,039	65,810
Net cash at the start of the year		254,770	188,960
		<hr/>	<hr/>
Net cash at the end of the year	18	255,809	254,770
		<hr/> <hr/>	<hr/> <hr/>
 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES			
Net movement in funds for the year		4,781	44,127
Interest from investments		(70)	(176)
Interest paid		12,526	12,988
Rental income		(23,625)	(29,509)
(Increase)/decrease in debtors		(12,035)	17,759
Increase in creditors		15,235	1,924
Depreciation charge		19,841	18,034
		<hr/>	<hr/>
Net cash provided by operating activities		16,653	65,147
		<hr/> <hr/>	<hr/> <hr/>

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

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.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

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.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

2. Donations and legacies

	2022	2021
	£	£
Donations	9,152	16,234
Membership fees	900	630
	<hr/>	<hr/>
	10,052	16,864
	<hr/> <hr/>	<hr/> <hr/>

Income from donations and legacies was £10,052 (2021: £16,864) of which £10,052 (2021: £14,651) was unrestricted and £Nil (2021: £2,213) was restricted.

3. Investment Income

	2022	2021
	£	£
Bank interest received	70	176
Rental income	23,625	29,509
	<hr/>	<hr/>
	23,695	29,685
	<hr/> <hr/>	<hr/> <hr/>

Income from investments was £23,695 (2021: £29,685) of which £23,695 (2021: £29,685) was unrestricted and £Nil (2021: £Nil) was restricted.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

4. Charitable activities

	2022	2022	2022	2021
<u>Grants and Service Level Agreements:</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	£	£	£	£
Edinburgh Health and Social Care Partnership	-	79,593	79,593	76,682
CEC – TSI Core grant	-	70,907	70,907	70,907
CEC – COVID	-	-	-	23,460
Scottish Government – Third Sector Interface	133,072	-	133,072	131,872
Scottish Government – Third Sector Interface	2,106	-	2,106	2,244
Scottish Government – Community Wellbeing Fund	-	-	-	33,621
CEC - Equality & Rights Network	-	40,000	40,000	45,000
CEC - Employability Third party	-	72,520	72,520	72,520
CEC – Young Person’s Guarantee	2,000	-	2,000	-
Capital City Partnership-				
Supporting Workplace Equality	-	15,500	15,500	-
NHS, Edinburgh Lothians Heath Foundation	-	-	-	10,805
NHS Lothian CTV	-	55,138	55,138	-
NHS Lothian IT development	-	9,375	9,375	-
CEC – HSCP Firrhill & SSC	-	43,197	43,197	41,618
NHS Lothian REH	-	100,000	100,000	100,000
Digital Boost Development Grants	-	5,663	5,663	-
NHS Scotland - EARN	-	5,000	5,000	-
Action Earth Fund	-	1,210	1,210	749
Port of Leith Association	-	-	-	3,000
ELHF/NHS Charities Together	-	25,000	25,000	25,000
Other grants individually less than £1,000	-	652	652	1,336
	137,178	523,755	660,933	638,814
<u>Earned Income</u>				
Training, consultancy & other earned income	27,789	-	27,789	6,519
	164,967	523,755	688,722	645,333

Total charitable activities were £688,721 (2021: £645,333) of which £164,966 (2021: £174,256) was unrestricted and £523,755 (2021: £471,077) was restricted.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

5. Expenditure

		Community			
	Core	Personal	devel'nt	2022	2021
	£	devel'nt	& Social	Total	Total
	£	£	£	£	£
Recruitment fair	7,138	-	-	7,138	-
Training provision	-	139	-	139	-
Events	616	31	-	647	-
<i>Support costs</i>					
Staff costs (note 9)	242,043	200,066	54,145	496,254	510,138
Training & conferences	424	965	462	1,851	2,320
Recruitment	-	920	-	920	234
Premises costs	4,345	3,980	1,660	9,985	9,736
Cleaning	6,746	3,743	1,914	12,403	8,808
Repairs & maintenance	7,904	1,718	770	10,392	4,302
Roof repairs	59,052	-	-	59,052	-
- Provision, subscriptions & Miscellaneous	2,465	3,515	681	6,661	3,852
Stationery & postage	797	778	183	1,758	1,637
Publicity & promotion	990	1,239	529	2,758	2,452
Telephone	5,212	6,901	1,400	13,513	14,066
Office equipment	5,365	1,316	188	6,869	8,549
Volunteer costs	290	1,893	4,279	6,462	12,447
Consultancy & subcontractor fees	4,898	-	8,500	13,398	13,563
Legal & professional fees	4,705	316	80	5,101	2,086
Bank charges	251	291	78	620	515
Finance costs	12,526	-	-	12,526	12,988
Depreciation	19,841	-	-	19,841	18,034
IT Support	8,912	12,266	3,292	24,470	17,178
<i>Governance costs</i>					
Audit fees	4,930	-	-	4,930	4,850
	<u>399,450</u>	<u>240,077</u>	<u>78,161</u>	<u>717,688</u>	<u>647,755</u>

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

Total expenditure was £717,688 (2021: £674,755) of which £214,250 (2021: £172,965) was unrestricted and £503,438 (2021: £474,790) was restricted.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

6. Net Income/(Expenditure) for the Year

	2022	2021
	£	£
Net income/(expenditure) is stated after charging:		
Depreciation	19,841	18,033
Auditors' remuneration – audit fee	4,930	4,850
	19,841	18,033

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.

	Community			2022	2021
	Core	Personal	devel'nt		
	£	£	& Social	£	£
	£	£	£	£	£
Costs	(399,450)	(240,077)	(78,161)	(717,688)	(647,755)
Donations	9,017	1,007	28	10,052	16,864
Grants and SLA	221,323	314,472	125,138	660,933	638,814
Earned income	25,995	266	1,528	27,789	6,519
Investment income	23,695	-	-	23,695	29,685
	(119,420)	75,668	48,533	4,781	44,127

8. Directors' Emoluments

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

9. Employees

	2022	2021
	£	£
Wages and salaries	417,134	425,056
Social security costs	31,194	32,003
Other pension costs	47,926	53,079
	496,254	510,138

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

9. Employees cont.

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

	Total Employees Average for Year	
	2022 No.	2021 No.
Administrative and support staff	4	4
Service provider staff	14	16
	<u>18</u>	<u>20</u>

On a full time equivalent basis the average number of employees was 14 (2021: 14). 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 £135,764 (2021: £132,757). 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 2021	22,367	358,480	112,088	492,935
Additions	7,920	-	2,232	10,152
Disposals	(6,166)	-	-	(6,166)
	<u>24,121</u>	<u>358,480</u>	<u>114,320</u>	<u>496,921</u>
At 31 March 2022	<u>24,121</u>	<u>358,480</u>	<u>114,320</u>	<u>496,921</u>
Depreciation				
At 1 April 2021	16,965	21,510	65,898	104,373
Charge for year	4,824	3,585	11,432	19,841
Released on disposal	(6,166)	-	-	(6,166)
	<u>15,623</u>	<u>25,095</u>	<u>77,330</u>	<u>118,048</u>
At 31 March 2022	<u>15,623</u>	<u>25,095</u>	<u>77,330</u>	<u>118,048</u>
Net Book Value				
At 31 March 2022	<u>8,498</u>	<u>333,385</u>	<u>36,990</u>	<u>378,873</u>
At 31 March 2021	<u>5,402</u>	<u>336,970</u>	<u>46,190</u>	<u>388,562</u>

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

11. Investment Property

	Investment Property £
Market value	
At 1 April 2021	133,520
Additions	-
	<hr/>
At 31 March 2022	133,520
	<hr/> <hr/>
Net book value	
At 31 March 2022	133,520
	<hr/> <hr/>
At 31 March 2021	133,520
	<hr/> <hr/>

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

	2022 £	2021 £
Cost	133,520	133,520
	<hr/>	<hr/>

The investment property is held at market value paid when the property was purchased in May 2015. During the year the Trustees took professional advice that indicated the current value had not moved materially from the 2015 value so they consider that the current values are not materially different to the values disclosed above.

12. Debtors

	2022 £	2021 £
Grants receivable	14,353	5,040
Other debtors	3,922	5,570
Prepayments	4,420	50
	<hr/>	<hr/>
	22,695	10,660
	<hr/> <hr/>	<hr/> <hr/>

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

13. Creditors: amounts falling due within one year

	2022	2021
	£	£
Other loans	16,473	16,723
Trade creditors	10,882	-
Other taxes and social security costs	10,109	8,700
Other creditors	566	928
Accruals	17,240	15,769
Deferred income	6,439	4,604
	<hr/>	<hr/>
	61,709	46,724
	<hr/> <hr/>	<hr/> <hr/>

Creditors: amounts falling due after more than one year

	2022	2021
	£	£
Other loans	274,129	290,510
	<hr/>	<hr/>
	274,129	290,510
	<hr/> <hr/>	<hr/> <hr/>

Deferred income

	2022	2021
	£	£
Balance at 31 March 2021	4,604	4,274
Released to Statement of Financial Activities	(4,604)	(4,274)
Amounts received and deferred during the year	6,439	4,604
	<hr/>	<hr/>
	6,439	4,604
	<hr/> <hr/>	<hr/> <hr/>

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

14. Loans and secured debts

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

	2022	2021
	£	£
Amounts repayable		
In one year or less	16,473	16,723
In more than one year but not more than two years	17,512	17,421
In more than two years but not more than five years	57,805	56,754
More than 5 years	198,812	216,335
	<hr/>	<hr/>
	290,602	307,233
	<hr/> <hr/>	<hr/> <hr/>

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

15. Analysis of Net Assets between Funds

	Unrestricted	Designated	Restricted	Total
Fund balances at 31 March 2022 as represented by:	Funds	Funds	Funds	Funds
	£	£	£	£
Tangible fixed assets	-	378,873	-	378,873
Investment property	-	133,520	-	133,520
Current assets	248,609	1,000	28,895	278,504
Current liabilities	(45,236)	(16,473)	-	(61,709)
Long term liabilities	-	(274,129)	-	(274,129)
	<hr/>	<hr/>	<hr/>	<hr/>
	203,373	222,791	28,895	455,059
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Fund balances at 31 March 2021 as represented by:	Funds	Funds	Funds	Total
	£	£	£	Funds
	£	£	£	£
Tangible fixed assets	-	388,562	-	388,562
Investment property	-	133,520	-	133,520
Current assets	202,225	54,627	8,578	265,430
Current liabilities	(30,001)	(16,723)	-	(46,724)
Long term liabilities	-	(290,510)	-	(290,510)
	<hr/>	<hr/>	<hr/>	<hr/>
	172,224	269,476	8,578	450,278
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

16. Movement in funds	At 1 April 2021 £	Income £	Expenditure £	Transfers	At 31 March 2022 £
Restricted funds					
WAVE	2,698	-	(225)	-	2,473
CEC – TSI Core grant	-	70,907	(70,907)	-	-
NHS Lothian REH	-	100,000	(100,000)	-	-
ELHF/NHS Charities Together	-	25,000	(25,000)	-	-
Digital Boost Development	-	5,663	(5,663)	-	-
CEC – Equality & Rights Network	2,000	45,000	(45,000)	-	2,000
CEC Employability Third Party	1,880	72,520	(74,400)	-	-
CEC – Edinburgh Health & Social Care	-	79,593	(79,593)	-	-
CEC – HSCP Firrhill & SSC	-	43,197	(43,197)	-	-
Capital City Partnership – Supporting Workplace Equality	-	15,500	(15,500)	-	-
NHS Lothian CTV	-	64,513	(41,353)	-	23,160
Various small	-	1,862	(600)	-	1,262
Souter for CTV	2,000	-	(2,000)	-	-
	<u>8,578</u>	<u>523,755</u>	<u>(503,438)</u>	<u>-</u>	<u>28,895</u>
Unrestricted funds					
General funds	172,224	197,714	(110,332)	(56,233)	203,373
Designated funds					
Fixed assets	214,849	-	(32,367)	39,309	221,791
Roof & Building Repairs	41,500	-	(59,052)	17,552	-
Various small funds	13,127	1,000	(12,499)	(628)	1,000
	<u>441,700</u>	<u>198,714</u>	<u>(214,250)</u>	<u>-</u>	<u>426,164</u>
Total funds	<u>450,278</u>	<u>722,469</u>	<u>(717,688)</u>	<u>-</u>	<u>455,059</u>

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.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

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 completed in 2021/22. **Various small** funds includes amounts designated for **Final event costs** - This is the remaining fee for delivery of an event; **IT** - set up of Office365; **Maintenance** - 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 – TSI Core grant

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.

NHS Lothian REH

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.

ELHF/NHS Charities together

To work with TSI partners to deliver Community Taskforce Volunteers programme across Edinburgh and East and West Lothian.

Digital Boost Development

To fund improvements in digital capacity.

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 Third Party

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.

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

16. Movement in funds (cont.)

CEC – Edinburgh Health & Social Care Partnership and Firrhill & SSC

To organise volunteering or pre-volunteering activity for residents at Firrhill and St Stephen's Court, enabling a more fulfilling life in the community, maximising connections, opportunities and independence.

Capital City Partnership – Supporting Workplace Equality

Funding received for employability and volunteering support for women who are returning to work after a period of absence.

NHS Lothian CTV

Funding received for the Community Taskforce Volunteers programme that provides short-term, practical, volunteer-delivered support to individuals in the community who do not have familial, statutory or third sector support.

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 Firrhill and St Stephen's Court supported accommodation.

Souter Trust for CTV

Funding received towards the Community Taskforce Volunteers Project.

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.

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.

Robertson Partnership Homes

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

VOLUNTEER CENTRE EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

16. Movement in funds (cont.)

	At 1 April 2020 £	Income £	Expenditure £	Transfers	At 31 March 2021 £
Restricted funds					
WAVE	2,698	-	-	-	2,698
CEC – TSI Core grant	-	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 Third party	1,880	72,520	(72,520)	-	1,880
CEC – HSCP 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)	-	-
	<u>10,078</u>	<u>473,290</u>	<u>(474,790)</u>	<u>-</u>	<u>8,578</u>
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
	<u>396,073</u>	<u>218,592</u>	<u>(172,965)</u>	<u>-</u>	<u>441,700</u>
Total funds	<u><u>406,151</u></u>	<u><u>691,882</u></u>	<u><u>(647,755)</u></u>	<u><u>-</u></u>	<u><u>450,278</u></u>

17. 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 2022 £290,602 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.

VOLUNTEER CENTRE EDINBURGH
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

18. Cash flow statement – analysis change in net funds

	At 1 April 2021 £	Cash flow £	At 31 March 2022 £
Cash in hand and at bank	254,770	1,039	255,809
	<hr/>	<hr/>	<hr/>
Net funds	254,770	1,039	255,809
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

19. Capital commitments

At the balance sheet date the charity had capital commitments of £nil (2021: £5,469) in respect of repairs.