

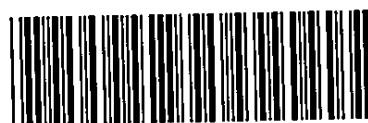
Company Registration No. SC 14361  
Charity No. SC001960  
Registered in Scotland

## **QUARRIERS**

### **Report and Financial Statements**

**31 March 2013**

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20/12/2013

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COMPANIES HOUSE

# **QUARRIERS**

## **REPORT AND FINANCIAL STATEMENTS 2013**

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# **QUARRIERS**

## **REPORT AND FINANCIAL STATEMENTS 2013**

### **OFFICERS AND PROFESSIONAL ADVISERS**

#### **DIRECTORS (TRUSTEES)**

Mrs Trish Godman	Chair
Mr David A M Adams	
Ms Christine Banim	
Mr Derek Bottom	(from 23 April 2012)
Mr Leslie G Campbell	
Ms Ann Dougan	
Mrs Sheila Gillies	
Mr William Harkness	(up to 20 August 2012)
Mr Scott Hill	(from 23 April 2012)
Mr David J C MacRobert	(up to 18 February 2013)
Mr Donald McRae	(from 23 April 2012)
Mr David Philip	
Mr Robert Ross	
Mr Thomas Scholes	
Mr William Scott	(up to 17 June 2013)

#### **EXECUTIVE DIRECTORS\***

Mr Paul Moore	Chief Executive
Ms Alice Drife	Service Director and Deputy Chief Executive (from 1 August 2012)
Ms Karen Croan	Director of Human Resources and Organisational Development
Mr Laurie Gardner	Director of External Relations and Fundraising (up to 8 February 2013)
Mr Niall MacPherson	Director of Finance and Corporate Services
Ms Glynis Elgey	Service Director (up to 18 May 2012)
Mrs Helen Hunter	Service Director (up to 1 August 2012)
Mr Gerry Wells	Service Director (up to 1 August 2012)

\*These directors, although designated as directors, are not statutory directors.

#### **SECRETARY**

Mr Gordon Fraser

#### **REGISTERED OFFICE**

Quarriers  
Quarriers Village  
Bridge of Weir  
Renfrewshire PA11 3SX

#### **INDEPENDENT AUDITOR**

Deloitte LLP  
Chartered Accountants and Statutory Auditor  
Lomond House  
9 George Square  
Glasgow  
United Kingdom  
G2 1QQ

# **QUARRIERS**

## **REPORT AND FINANCIAL STATEMENTS 2013**

### **OFFICERS AND PROFESSIONAL ADVISERS (CONTINUED)**

#### **INVESTMENT MANAGERS**

Speirs & Jeffrey  
Stockbrokers  
36 Renfield Street  
Glasgow  
G2 1NA

#### **SOLICITORS**

Brechin Tindal Oatts  
48 St Vincent Street  
Glasgow  
G2 5HS

Brodies  
2 Blythswood Square  
Glasgow  
G2 4AD

#### **PENSION SCHEME ADMINISTRATORS AND CONSULTANTS**

Punter Southall  
7 Castle Street  
Edinburgh  
EH2 3AH

#### **BANKERS**

Bank of Scotland  
Level 3  
110 St Vincent Street  
Glasgow  
G2 5ER

Barclays Commercial Bank  
Aurora  
1st Floor  
120 Bothwell Street  
Glasgow  
G2 7JT

## QUARRIERS

### REPORT AND FINANCIAL STATEMENTS 2013

#### QUARRIERS SUB-COMMITTEES

The directors review the day-to-day business of the charity through the Audit Committee, the Finance & General Purposes Committee and the Services Committee, which then report at the full meeting of the Board of Trustees, which meets six times per annum.

The committees which have operated during the year and the directors who sat on them are as follows:

##### *Audit Committee*

The Audit Committee meets three times per year and reviews the effectiveness of internal controls, risk management systems and takes an overview of the work plans of internal audit and health and safety. In addition, it monitors the relationship with the external auditor and reviews the annual financial statements before submission to the Board of Trustees.

##### Members

Mr Leslie Campbell	(Chair)
Mr Robert Ross	
Mr Derek Bottom	(from 13 November 2012)

##### *Finance & General Purposes Committee*

The Finance & General Purposes Committee meets four times per year and maintains an overview of the strategies, policies and operations of the charity to secure effective management of Quarriers' financial, information technology and real estate resources.

##### Members

Mr Thomas Scholes	(Chair)
Mrs Trish Godman	(from 29 May 2012)
Mr Donald McRae	(from 30 October 2012)
Mr William Harkness	(up to 20 August 2012)

##### *Services Committee*

The Services Committee meets six times per year and reviews inspection and operational reports to monitor the quality of services. The performance of the business development unit is also considered.

##### Member

Mrs Sheila Gillies	(Chair)
Ms Christine Banim	
Mrs Trish Godman	

# **QUARRIERS**

## **DIRECTORS' REPORT**

The directors present their annual report and the audited financial statements of Quarriers for the year ended 31 March 2013.

### **MISSION AND OBJECTIVES**

Quarriers' mission is to help vulnerable people to enjoy their lives by enabling them to achieve their full potential.

Our objectives are to provide practical support and care for children, young people, adults and families at any stage of their lives. We challenge inequality of opportunity and choice to bring about positive change in people's lives. We promote the relief of disability, poverty, illness and suffering and the advancement of education. We do this through the provision of residential care services, specialist epilepsy services, support for those with learning difficulties, provision of respite care, carer services and support for the young homeless.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Documents**

William Quarrier first opened a night refuge in Glasgow in 1871. The company was established under a memorandum of association which set out the object and charitable powers of the company.

Quarriers is a charitable company (Scottish Charities Registration Number SC001960) limited by guarantee and does not have a share capital. It was incorporated on 30 October 1926. The company is governed by the memorandum and its articles of association. In the event of the company being wound up each director and member of the company undertakes to contribute such amount as may be required (not exceeding £1) to the company's assets.

#### **Organisational Structure**

The statutory directors of the company are also charity trustees for the purposes of charity law and are known as members of the Board of Trustees. The terms directors and trustees are used interchangeably throughout this report. Quarriers' Board of Trustees is responsible for guarding the mission, objectives and values of the organisation, overseeing its direction and control and ensuring it receives appropriate information and advice to carry out its statutory and corporate responsibilities. It is also responsible for regularly reviewing the organisation's future plans and commitments and reviewing and mitigating any associated risks. The Board of Trustees meets a minimum of six times per year.

Day to day management of the organisation is delegated to the Chief Executive and Executive Directors.

The Board of Trustees operates three committees: the Audit Committee, the Finance & General Purposes Committee and the Services Committee, all of which have clear terms of reference, and meets regularly throughout the year to govern the work of the Executive Directors. Composition and terms of reference of these committees are shown on page 3.

#### **Trustees' induction and training**

All Trustees should be familiar with the practical work of the charity and are encouraged to visit projects, and see the varied work Quarriers undertakes. New members receive a detailed briefing by the Chief Executive together with an induction pack which includes legal, financial and strategic information. Quarriers provides a training programme which introduces the Trustees to the organisation, its staff and services, the people Quarriers supports and the role of a Board of Trustees member. All Trustees are encouraged to attend training in both governance and specific areas of interest and relevance to their role within the charity.

#### **Directors**

The directors who served during the year and to the date of this report, and any changes in the composition of the Board during the year, are as shown on page 1. Directors are appointed by nomination and approval by the majority of existing directors. As authorised by the governing documents, indemnity insurance has continued to be purchased during the year for directors and officers to protect them from loss.

#### **Risk Management**

The Board of Trustees reviews on an annual basis the major risks to which the charity may be exposed and the systems which have been established to mitigate risks. The key components of Quarriers' risk management include:

- A formal risk register which quantifies the likelihood and impact of business risks and the consequential actions required to mitigate those risks;
- A documented framework of delegated authority with procedures for reporting decisions;
- An approved annual budget against which progress is reported on a regular basis, including monthly financial reporting of actual results compared with budgets and forecasts; and

## QUARRIERS

### DIRECTORS' REPORT (continued)

#### STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

##### Risk Management (continued)

- Clear policies on whistleblowing, health and safety and complaints to ensure compliance with statutory regulations.

The key risks identified by the Directors are as follows:

- Safeguarding of vulnerable individuals;
- Pressure on funding levels as a result of ongoing local authority spending cuts;
- Managing longer-term liabilities on the defined benefit pension fund.

Controls and mitigating actions have been agreed against each risk such that the Directors are satisfied that there are no risks that pose a significant threat to the organisation.

##### ACHIEVEMENTS AND PERFORMANCE

Quarriers continues to deliver a diverse range of high quality services unequalled by any other charity in Scotland. This is done in the context of ongoing local authority austerity cuts and a slower than hoped for recovery in the wider economy.

Construction of The William Quarrier Scottish Epilepsy Centre was completed during the year on time and within budget, with the first patients being admitted in April 2013. A wide range of stakeholders contributed towards the funding of the building, notably a £2m grant from the NHS (West) consortia and £1m from Social Investment Scotland. This was augmented by generous donations from private individuals, charitable trusts and corporate supporters. Quarriers also made a significant contribution both monetary and also indirectly through staff time.

Work continued during the year to re-locate the Seafield School service from its current campus to a smaller, more manageable facility. While work to find suitable educational premises remains ongoing, two separate residential properties have now been secured and, following refurbishment, will offer more suitable accommodation for the residential pupils.

A Head Office review was carried out in August 2012 which saw the restructure of Executive Directors to Operational Manager level and the creation of a new Service Director/Deputy Chief Executive role.

Incoming resources from charitable activities remained static during the year at £40.4m and expenditure on charitable activities fell by £1.0m on the previous year due to the full year impact of the changes to staff salaries which was fully implemented by January 2012.

The lack of growth in charitable income is reflected in the number of people positively impacted by Quarriers' work as the figures below demonstrate. Eight of the key themes have seen a reduction in the level of activity and the remainder have seen at best modest growth. A notable exception has been the number of patients admitted to the old Scottish Epilepsy Centre at Hunter House which saw a 29% rise in patient admissions in anticipation of the move to the new building.

		2013	2012	
		No.	No.	Movement
Adult Disability	No. of people supported in their own homes and residential care homes	334	332	1%
	No. of days of adult respite care provided	7,735	7,680	1%
	No. of adult family placements	15	15	0%
Children & Families	No. of young people with a disability supported in residential services	11	12	-8%
	No. of days of residential respite care provided for children with disabilities	4,273	4,523	-5%
	No. of children with a disability utilised family-based short break services	32	34	-6%
	No. of children supported by family support services	310	329	-6%
	No. of children supported by flexible childcare at home services	184	181	2%
	No. of young people with complex needs and behaviours supported in residential services	5	5	0%

## QUARRIERS

### DIRECTORS' REPORT (continued)

	Average no. of young people supported at Seafeld School	18	31	-42%
	No. of adult carers directly benefited	1,834	1,496	23%
	No. of young carers directly benefited	258	158	63%
Epilepsy Services	No. of patients admitted to Scottish Epilepsy Centre	123	95	29%
	No. of outpatients treated at Scottish Epilepsy Centre	192	229	-16%
	No. of people supported in small care homes and supported living services	80	76	5%
	No. of contacts by Epilepsy Fieldwork services in North East Scotland	16,695	16,395	2%
Young Adults	No. of nights supported accommodation provided	41,765	43,124	-3%
	No. of people supported by youth justice service	70	77	-9%

### FUTURE DEVELOPMENTS

The next 12 months will see the continued implementation of the Strategic Plan which aims to position Quarriers as Scotland's number one charity and a major force in the UK by 2017. This will be achieved by balancing managed "on-mission" growth while ensuring the organisational resilience required for the long-term.

The key activities required to achieve this objective are outlined in a new FY13/14 Operating Plan. This Plan will provide a base for a new performance management framework which includes targeted growth in both service delivery and geographic coverage.

In response to securing a long-term contract from Fife Council for the provision of support to adults with complex needs, a 6-bed "core and cluster" facility will be built in Cowdenbeath. This is expected to be operational by March 2014 and is aligned with the strategic priority of extending the reach of adult services outwith the West of Scotland.

In line with the government's "auto-enrolment" initiative, September 2013 will see the implementation of a new stakeholder pension scheme which will ensure every employee can benefit from membership of a company pension scheme.

### FINANCIAL REVIEW

#### Results for the year

Overall incoming resources increased by £2.1m to £45.6m (2012: £43.5m). This was achieved mainly through increased voluntary income for the William Quarrier Scottish Epilepsy Centre. These donations combined with the staff terms and conditions changes, resulted in net incoming resources of £3.7m (2012: £1.5m).

The overall result for the year shows a positive net movement in funds of £4.7m (2012: £1.0m negative movement) across all reserve classes. This positive movement includes an FRS17 pension actuarial gain of £0.3m (2012: £2.5m loss).

#### Going concern

Having considered forecast results including possible downside sensitivities, together with banking facilities available to the charity, the directors are confident that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

#### Financial instruments and credit risk

The charity's principal financial assets are bank balances and investments. The charity's only significant financial liabilities are £1.9m (2012 - £2.0m) of bank revolving credit and term loans. The charity's credit risk is primarily attributable to its trade debtors. The amounts presented in the balance sheet are net of provisions for doubtful debts. The charity has no significant concentration of credit risk, with exposure spread over a large number of people supported. The credit risk on liquid funds is limited because the counterparties are banks with high credit ratings assigned by international credit-rating agencies. The investment portfolio is spread across a range of listed securities.



# QUARRIERS

## DIRECTORS' REPORT (continued)

### FINANCIAL REVIEW (continued)

#### Investments

Quarriers investments are held in a combination of investment funds comprising equities, fixed income securities and cash. Investment policy is reviewed annually and performance quarterly. The portfolio continues to be managed on a total return basis with the objective of at least maintaining its value in real terms while meeting the requirement for increased income. During the year the value of investments increased by 19% to £4.9m.

#### Pensions

The deficit on the defined benefit pension scheme, calculated in accordance with FRS17, decreased in the year under review to £9.2m, representing a decrease of £0.4m (4%).

The triennial valuation at 1 November 2010 informed a revised recovery plan which was submitted to the Pensions Regulator. The revised plan which was calculated on the basis of affordability was accepted by the Pensions Regulator on 30 May 2012.

#### Reserves

Unrestricted funds have increased by £5.8m (2012: £1.6m increase), £3.8m of which is attributable to a transfer from restricted reserves in relation to the completion of the new William Quarrier Scottish Epilepsy Centre.

In setting the reserves policy the directors have established as designated reserves, monies that are committed in respect of planned expenditure or liabilities that are likely to crystallise. Restricted funds comprise funds that are subject to specific conditions imposed by the donor on how these funds can be spent. Having reviewed the level of unrestricted reserves, the directors believe them to be sufficient to meet future requirements.

#### People with disabilities

It is the policy of Quarriers to employ people with disabilities whenever possible, and to meet the legal requirements concerning the employment of people with disabilities. The average number of people employed with Disability Discrimination Act related conditions is 9 (2012 - 10).

#### Employee involvement

Facilities for the provision of information to employees and for consultation on matters of concern are available through the Human Resources Department. A total of 43 staff have been involved in developing internal standards during the year and 4 ideas were submitted to the Executive Directors through Staff Direct, a suggestion hotline.

### AUDITOR

Each of the persons who is a director at the date of approval of this report confirms that:

- (1) so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware; and
- (2) the director has taken all the steps that he/she ought to have taken as a director in order to make himself/herself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

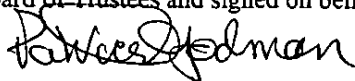
This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006.

A resolution to reappoint Deloitte LLP as the company's auditor will be proposed at the forthcoming Annual General Meeting.

Approved by the Board of Trustees and signed on behalf of the Board of Trustees

Mrs Trish Godman

19 August 2013



## DIRECTORS' RESPONSIBILITIES STATEMENT

The trustees (who are also directors of Quarriers for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND DIRECTORS OF QUARRIERS**

We have audited the financial statements of Quarriers for the year ended 31 March 2013 which comprise the statement of financial activities (including the income and expenditure account), the reconciliation of net income for the year for the purposes of the Companies Act 2006, the combined statement of total recognised gains and losses and reconciliation of movements in capital and reserves, the balance sheet, the cash flow statement including the notes thereto and the reconciliation of net cash flow to movement in net debt, and the related notes 1 to 25. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

### **Respective responsibilities of directors and auditor**

As explained more fully in the Directors' Responsibilities Statement, the directors (who are also the trustees of the charity for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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 regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

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 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND DIRECTORS OF QUARRIERS (CONTINUED)

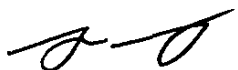
### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### Matters on which we are required to report by exception

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

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



James Boyle CA (Senior Statutory Auditor)  
for and on behalf of Deloitte LLP  
Chartered Accountants and Statutory Auditor  
Glasgow, United Kingdom

19 August 2013

Deloitte LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006 and consequently to act as the auditor of a registered charity.

Notes: An audit does not provide assurance on the maintenance and integrity of the website, including controls used to achieve this, and in particular on whether any changes may have occurred to the financial statements since first published. These matters are the responsibility of the directors but no control procedures can provide absolute assurance in this area.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements differs from legislation in other jurisdictions.

# QUARRIERS

## STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account) Year ended 31 March 2013

Unrestricted funds						
		General Funds £'000	Designated Funds £'000	Restricted Funds £'000	Total 31 March 2013 £'000	Total 31 March 2012 £'000
	Note					
<b>INCOMING RESOURCES</b>						
<b>Incoming resources from generated funds:</b>						
Voluntary income	2	2,050	-	2,525	4,575	2,314
Activities for generating funds	2	181	-	-	181	248
Investment income	2	462	-	-	462	487
<b>Incoming resources from charitable activities</b>	3	34,461	-	5,946	40,407	40,441
<b>Other incoming resources:</b>						
Gain on sale of tangible fixed assets	9	8	-	-	8	-
<b>Total incoming resources</b>		37,162	-	8,471	45,633	43,490
<b>RESOURCES EXPENDED</b>						
<b>Costs of generating funds:</b>						
Costs of generating voluntary income	4	2,209	-	-	2,209	1,157
Fundraising trading	4	103	-	-	103	174
Investment management costs	4	323	-	-	323	338
<b>Costs of charitable activities</b>	5	33,403	-	5,733	39,136	40,163
<b>Governance costs</b>	6	178	-	-	178	198
<b>Total resources expended</b>		36,216	-	5,733	41,949	42,030
<b>Net incoming resources before transfers</b>	8	946	-	2,738	3,684	1,460
<b>TRANSFERS</b>						
Transfers to restricted funds	21	(19)	-	19	-	-
Transfers to designated funds	21	-	3,846	(3,846)	-	-
Transfer to general funds	21	237	(237)	-	-	-
<b>Net incoming/(outgoing) resources</b>		1,164	3,609	(1,089)	3,684	1,460
<b>OTHER RECOGNISED GAINS AND LOSSES</b>						
<b>Gains and losses on investment assets:</b>						
Realised	9	127	-	-	127	142
Unrealised		637	-	-	637	(95)
		764	-	-	764	47
Actuarial gain/(loss) on defined benefit pension scheme	23	280	-	-	280	(2,491)
<b>Net movement in funds</b>		2,208	3,609	(1,089)	4,728	(984)
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward 1 April</b>		4,081	1,770	3,089	8,940	9,924
<b>Total funds carried forward 31 March</b>		6,289	5,379	2,000	13,668	8,940

A reconciliation of the net income for the year for the purposes of the Companies Act 2006 is provided on page 12.

## QUARRIERS

### RECONCILIATION OF NET INCOME FOR THE YEAR FOR THE PURPOSES OF THE COMPANIES ACT 2006

Year ended 31 March 2013

	2013 £'000	2012 £'000
Net incoming resources per the Statement of Financial Activities (page 11)	3,684	1,460
Realised gains on investment assets per the Statement of Financial Activities (page 11)	127	142
Net income for the year for the purposes of the Companies Act 2006	<u>3,811</u>	<u>1,602</u>

All of the above reported net income arises from continuing activities.

### COMBINED STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES AND RECONCILIATION OF MOVEMENTS IN CAPITAL AND RESERVES

Year ended 31 March 2013

	Unrestricted Funds £'000	Designated Funds £'000	Restricted Funds £'000	Total 2013 £'000	Total 2012 £'000
Net income/(expenditure) for the year for the purposes of the Companies Act 2006	1,291	3,609	(1,089)	3,811	1,602
Actuarial gain/(loss) in respect of pension scheme under FRS 17 (note 23)	280	-	-	280	(2,491)
Unrealised gains/(losses) on investment assets	637	-	-	637	(95)
<b>Total recognised gains and losses relating to the year and net movement in capital and reserves</b>	<u>2,208</u>	<u>3,609</u>	<u>(1,089)</u>	<u>4,728</u>	<u>(984)</u>
Opening capital and reserves	4,081	1,770	3,089	8,940	9,924
Closing capital and reserves	<u>6,289</u>	<u>5,379</u>	<u>2,000</u>	<u>13,668</u>	<u>8,940</u>

# QUARRIERS

## BALANCE SHEET

31 March 2013

	Note	2013 £'000	2012 £'000
<b>FIXED ASSETS</b>			
Investment properties	15	4,560	4,962
Other tangible fixed assets	15	13,344	9,121
		<u>17,904</u>	<u>14,083</u>
Investments	16	4,899	4,132
		<u>22,803</u>	<u>18,215</u>
<b>CURRENT ASSETS</b>			
Debtors	17	3,456	4,271
Cash at bank and in hand		1,744	1,675
		<u>5,200</u>	<u>5,946</u>
<b>CREDITORS: amounts falling due within one year</b>	18	(4,388)	(5,628)
<b>NET CURRENT ASSETS</b>		<u>812</u>	<u>318</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		23,615	18,533
<b>CREDITORS: amounts falling due after more than one year</b>	18	(705)	-
<b>NET ASSETS EXCLUDING PENSION DEFICIT</b>		<u>22,910</u>	<u>18,533</u>
<b>PENSION DEFICIT</b>	23	(9,242)	(9,593)
<b>NET ASSETS</b>		<u>13,668</u>	<u>8,940</u>
<b>CAPITAL AND RESERVES</b>	20		
Unrestricted funds			
- General reserve	21	9,382	8,162
- Pension scheme reserve	21	(9,242)	(9,593)
- Revaluation reserve	21	6,149	5,512
- Designated reserves	21	5,379	1,770
		<u>11,668</u>	<u>5,851</u>
Restricted funds	21	2,000	3,089
<b>TOTAL CAPITAL AND RESERVES</b>		<u>13,668</u>	<u>8,940</u>

The financial statements of Quarriers, registered company number SC 14361, were approved by the Board of Trustees on 19 August 2013.

Signed on behalf of the Board of Trustees by

  
Mrs Trish Godman

19 August 2013

  
Mr Leslie G Campbell

19 August 2013

## QUARRIERS

### CASH FLOW STATEMENT Year ended 31 March 2013

	Notes to the cash flow statement	2013 £'000	2012 £'000
Net cash inflow from operating activities	(i)	4,986	1,748
Returns on investments and servicing of finance	(ii)	104	95
Capital expenditure and financial investment	(ii)	(4,910)	(1,663)
Net cash inflow before financing		180	180
Financing	(ii)	(111)	(200)
Increase/(decrease) in cash	(iii)	69	(20)

### RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT Year ended 31 March 2013

	2013 £'000	2012 £'000
Increase/(decrease) in cash in the year	69	(20)
Decrease in debt financing	111	200
Change in net funds resulting from cash flows and movement in net debt in the year	180	180
Opening net debt	(325)	(505)
Closing net debt	(145)	(325)

The notes to the cash flow statement are included on page 15.



# QUARRIERS

## NOTES TO THE CASH FLOW STATEMENT

Year ended 31 March 2013

### (i) RECONCILIATION OF NET OUTGOING RESOURCES TO NET CASH INFLOW FROM OPERATING ACTIVITIES

	2013 £'000	2012 £'000
Net incoming resources per Statement of Financial Activities	3,684	1,460
Gain on sale of tangible fixed assets	8	(1)
Disposals of fixed assets with no cash flow or gain/loss impact	-	36
Interest receivable and investment income (note 12)	(147)	(133)
Interest payable and similar charges (note 13)	370	204
Depreciation	1,093	1,144
Decrease/(increase) in debtors	815	(680)
(Decrease)/increase in creditors	(439)	173
Difference between FRS 17 service cost and contributions	(398)	(455)
Net cash inflow from operating activities	<u>4,986</u>	<u>1,748</u>

### (ii) GROSS CASH FLOWS

	2013 £'000	2012 £'000
<b>Returns on investment and servicing of finance</b>		
Interest received (note 12)	1	1
Interest paid (note 13)	(43)	(38)
Investment income (note 12)	146	132
	<u>104</u>	<u>95</u>
<b>Capital expenditure and financial investment</b>		
Payments to acquire tangible fixed assets (note 15)	(5,607)	(1,529)
Receipts from sales of tangible fixed assets	701	4
Payments to acquire investments (note 16)	(362)	(556)
Receipts from sales of investments	358	418
	<u>(4,910)</u>	<u>(1,663)</u>
<b>Financing</b>		
Revolving credit facility and term loan repayment	<u>(111)</u>	<u>(200)</u>

### (iii) ANALYSIS OF CHANGES IN NET DEBT

	2012 £'000	Cash flows £'000	2013 £'000
Cash at bank and in hand	1,675	69	1,744
Bank revolving credit and term loan (note 18)	<u>(2,000)</u>	<u>111</u>	<u>(1,889)</u>
Net debt	<u>(325)</u>	<u>180</u>	<u>(145)</u>

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (revised 2005) ('SORP 2005'), applicable United Kingdom accounting standards and the Companies Act 2006.

Accounting policies have remained unchanged on the prior year. The particular accounting policies adopted are described below.

##### **Accounting convention**

The financial statements are prepared under the historical cost convention, with the exception of investments which are valued at market value at the balance sheet date and investment properties which are held at directors' valuation.

##### **Basis of preparation**

The charity's activities and principal risks are described in the directors' report. Having considered forecast results including reasonably possible sensitivities, together with banking facilities available to the charity, the directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

##### **Group financial statements**

The company does not prepare consolidated group financial statements as it is entitled for the year ended 31 March 2013 to the exemption conferred by Section 405 of the Companies Act 2006, as the exclusion of the subsidiary companies is not considered by the directors to be material for the purpose of giving a true and fair view. Information is therefore presented for the individual company not its group.

##### **Donations, legacies and other similar income**

Donations and other similar income are recognised in the period in which they are received.

Legacies are recognised as income when there is legal entitlement, certainty of receipt and the amount can be quantified with reasonable accuracy.

Income from charitable activities is recognised when earned.

##### **Resources Expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

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.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

##### **Grants**

Grants of both a revenue and capital nature, including government grants, are credited to the statement of financial activities in the period to which they relate. Grants are deferred and recorded within deferred grant income where the grant conditions state that the funding relates to a future period. Such grants will be

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### Year ended 31 March 2013

#### 1. ACCOUNTING POLICIES (CONTINUED)

repayable if the restrictions on the income's use are not met. These preconditions should be met in future accounting periods.

##### **Tangible fixed assets and depreciation**

Tangible fixed assets (excluding investment properties) are recorded at original cost and are written off over their useful economic lives on a straight line basis as follows:

Buildings	- 20 to 50 years
Building improvements	- up to 10 years
Motor vehicles	- 3 to 4 years
Plant & equipment	- 3 to 10 years
Fixtures & fittings	- 3 to 10 years

Land is not depreciated.

Assets in the course of construction are not depreciated until brought into use.

Tangible fixed assets are capitalised in the year of purchase and depreciated over their useful economic lives or, in the case of finance leased assets, over the term of the lease, if shorter. Expenditure which adapts buildings to a particular purpose is charged to the statement of financial activities.

##### **Investment properties**

In accordance with SORP 2005, investment properties held for their investment potential are recorded at open market valuation. Unrealised gains and losses are included in the statement of total recognised gains and losses and are recorded in the investment revaluation reserve. No provision is made for depreciation of investment properties.

Open market valuations are performed by professional valuers at least every five years, subject to obtaining advice as to the possibility of any material movements between individual valuations. If it is considered that there may be a material movement, the investment properties are revalued at the balance sheet date.

##### **Investments**

Investments are recorded at market valuation. Realised gains and losses are included in determining net income for the purposes of the Companies Act 2006. Unrealised gains and losses are included in the statement of total recognised gains and losses and are recorded in the investment revaluation reserve. Both realised and unrealised gains and losses are included in the Statement of Financial Activities.

##### **Leasing and hire purchase commitments**

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the assets have passed to the company, are capitalised and depreciated over the term of the lease or contract. The interest element of the rental obligations is charged to the statement of financial activities over the period of the lease or contract and represents a constant proportion of the balance of capital repayments outstanding.

Operating lease rentals payable/(receivable) are charged/(credited) to the statement of financial activities in equal annual amounts over the lease term.

##### **Pensions**

Amounts charged to the income and expenditure account are the current service costs and any gains or losses on settlements and curtailments. They are included as part of staff costs. The interest cost and the expected return on assets are treated as finance costs. Actuarial gains and losses are recognised immediately in the statement of total recognised gains and losses and are also presented on the Statement of Financial Activities.

The defined benefit scheme is funded, with the assets of the scheme held separately from those in the company, in a separate trustee administered fund. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit method and discounted at a rate

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 1. ACCOUNTING POLICIES (CONTINUED)

equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The resulting defined benefit pension liability is presented separately after other net assets on the balance sheet.

The contribution levels have been determined by the scheme actuary and further details are available in note 23 to the financial statements.

The company also operates a defined contribution stakeholder scheme. The assets of the scheme are held separately from those of the company by the insurance company under the stakeholder contract. Contributions payable for the period are charged to the statement of financial activities in that period.

##### Statement of financial activities

Certain project funding surpluses are recorded within restricted reserves or general reserves depending on the nature of the related funding.

Transfers to designated funds occur where unrestricted funds have been allocated for certain specific purposes upon internal approval.

Other transfers between funds occur where restricted income has been insufficient to cover the associated expenditure and income is transferred from general funds to meet the shortfall. During the year ended 31 March 2013 a significant transfer from restricted funds to designated funds occurred following the completion of the Scottish Epilepsy Centre. The completion of this project has discharged the restriction on these funds.

##### Taxation

Quarriers is exempt from taxation provided that its income is used for charitable purposes.

#### 2. INCOMING RESOURCES FROM GENERATED FUNDS

	2013 £'000	2012 £'000
<b>VOLUNTARY INCOME</b>		
Individual giving	1,181	1,122
Community fundraising	100	132
Corporate donations	39	16
Legacies	594	279
Training grants	35	37
Trusts and grant making bodies	59	57
William Quarrier Scottish Epilepsy Centre Appeal	2,567	671
	<u>4,575</u>	<u>2,314</u>

In addition, grants awarded to restricted projects amounting to £548,000 (2012 - £531,000) were applied for by the fundraising department and are shown within incoming resources from charitable activities.

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 2. INCOMING RESOURCES FROM GENERATED FUNDS (CONTINUED)

##### ACTIVITIES FOR GENERATING FUNDS

Major fundraising events	117	144
Conferences and courses	40	80
Gardening contract	24	24
	<u>181</u>	<u>248</u>

##### INVESTMENT INCOME

Dividends	146	131
Bank interest	1	1
Property rental income	315	355
	<u>462</u>	<u>487</u>

#### 3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Local authority fees £'000	Grants £'000	Other funding £'000	Total 2013 £'000	Total 2012 £'000
Adult disability	19,913	177	36	20,126	20,029
Children and families	5,163	2,882	34	8,079	8,597
Epilepsy	5,674	120	28	5,822	5,272
Young adults	5,310	1,012	58	6,380	6,543
	<u>36,060</u>	<u>4,191</u>	<u>156</u>	<u>40,407</u>	<u>40,441</u>

Of the £4,191,000 (2012 - £4,555,000) grants recognised during the year, £3,649,000 (2012 - £4,052,000) related to grant income from Local Authorities and the Scottish Government.

The following grants were received during the current year and the prior year and treated as restricted funds:

Bank of Scotland Foundation – Learning and Development Initiative £Nil (2012 - £19,937)

Big Lottery Fund Grant 2014 Communities – Fred Martin £Nil (2012 - £2,000)

Big Lottery Fund Grant Reaching Communities – South West Life Coach £66,092 (2012 - £63,572)

Comic Relief – Counselling Service £33,333 (2012 - £16,667)

European Commission Lifelong Learning Programme (Leonardo 2011) – Youth Inclusion £37,846 (2012 - £45,432)

European Commission Lifelong Learning Programme (Leonardo 2012) – Youth Inclusion £32,139 (2012 - Nil)

Fairer Scotland Fund (Greater Pollok & Newlands/Auldburn) - Greater Pollok Educational Inclusion Project £Nil (2012 - £113,463)

Fairer Scotland Fund (Childcare Strategy and Voluntary Sector Provision) – Family Support Centre Ruchazie £Nil (2012 £11,824)

Heritage Lottery Fund – Children's Heritage Project £Nil (2012 - £5,940)

Inspiring Scotland – Glasgow Schools Transition £101,417 (2012 - £27,386)

Inspiring Scotland – Family Resource Centre Ruchazie £113,007 (2012 - £90,928)

Scottish Community Foundation – Family Resource Centre Ruchazie £4,286 (2012 - £8,572)

Scottish Government Housing Voluntary Grants Scheme – Youth Inclusion £28,047 (2012 - £Nil)

Scottish Government Section 16B Health Grants – William Quarrier Scottish Epilepsy Centre £10,000 (2012 - £Nil)

Short Breaks Fund – Family Support Service (Dumfries & Galloway) £Nil (2012 - £20,483)

Short Breaks Fund – Moray Carers Support Service £19,794 (2012 - £7,919)

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES (CONTINUED)

Short Breaks Fund – Steps and Stages £18,562 (2012 - £Nil)  
 Short Breaks Fund – Barlanark Family Support £10,725 (2012 - £Nil)  
 Short Breaks Fund – Chavey Down £Nil (2012 - £15,000)

#### 4. COSTS OF GENERATING FUNDS

	2013 £'000	2012 £'000
<b>COSTS OF GENERATING VOLUNTARY INCOME</b>		
Individual giving	1,537	695
Community fundraising	91	89
Corporate donations	2	2
Legacies	4	6
Trusts and grant making bodies	72	31
Scottish Epilepsy Centre Appeal	274	193
Awareness raising	229	141
	<u>2,209</u>	<u>1,157</u>

£257,000 (2012 - £457,000) of individual giving expenditure relates to upfront payments for donor recruitment. The related income will be received over many years in the future.

The support cost associated with generating voluntary income of £132,000 (2012 - £133,000) are detailed in note 5.

#### FUNDRAISING TRADING

Major fundraising events	101	125
Conferences and courses	2	49
	<u>103</u>	<u>174</u>

#### INVESTMENT MANAGEMENT COSTS

Investment manager's costs	17	15
Bank charges and interest payable	52	42
Property rental costs	254	281
	<u>323</u>	<u>338</u>

#### 5. COSTS OF CHARITABLE ACTIVITIES

	2013 Direct costs £'000	2013 Support costs £'000	2013 Total £'000	2012 Direct costs £'000	2012 Support costs £'000	2012 Total £'000
Adult disability	18,535	1,101	19,636	19,203	991	20,194
Children and families	8,017	419	8,436	8,525	378	8,903
Epilepsy	4,875	232	5,107	4,674	209	4,883
Young adults	5,678	279	5,957	5,932	251	6,183
	<u>37,105</u>	<u>2,031</u>	<u>39,136</u>	<u>38,334</u>	<u>1,829</u>	<u>40,163</u>

The activities underlying the costs above are described in the Directors' Report.

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) Year ended 31 March 2013

#### 5. COSTS OF CHARITABLE ACTIVITIES (CONTINUED)

Where necessary, costs have been allocated between activity categories on the basis of time spent.

##### SUPPORT COSTS

2013	2013 Allocated to the cost of charitable activities £'000	2013 Allocated to costs of generating voluntary income £'000	2013 Allocated to governance costs £'000	2013 Total £'000
Finance	441	-	81	522
Human resources	457	-	7	464
Information technology	130	-	-	130
Management and administration	158	-	-	158
Communications	269	108	-	377
Grant applications	64	10	-	74
Property	185	14	-	199
FRS 17 net pension finance cost	327	-	-	327
	<u>2,031</u>	<u>132</u>	<u>88</u>	<u>2,251</u>

2012	2012 Allocated to the cost of charitable activities £'000	2012 Allocated to costs of generating voluntary income £'000	2012 Allocated to governance costs £'000	2012 Total £'000
Finance	490	-	87	577
Human resources	446	-	7	453
Information technology	126	-	-	126
Management and administration	188	-	-	188
Communications	120	98	-	218
Grant applications	74	23	-	97
Property	219	12	-	231
FRS 17 net pension finance cost	166	-	-	166
	<u>1,829</u>	<u>133</u>	<u>94</u>	<u>2,056</u>

Support costs have been allocated to activities on the following basis:

Property costs - allocated on the basis of use of resources.

Other support costs - allocated on the basis of time spent by the departments supporting the various activities.

Information technology and communications costs are allocated where appropriate directly to projects. Those elements used by support departments and the elements not otherwise directly allocated are included in support costs.

The FRS 17 net pension finance cost has been allocated across charitable activities on the basis of salary costs in relation to each category.

# QUARRIERS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

### 6. GOVERNANCE COSTS

	2013 £'000	2012 £'000
Internal audit	44	41
External audit (inclusive of VAT)	32	32
Apportionment of Executives' costs (based on time spent)	48	60
Company secretariat	10	12
Annual accounts and committee papers	44	53
	<u>178</u>	<u>198</u>

Governance costs relate to the general running of the charity and include the operations of the Board of Trustees and addressing constitutional, audit and other statutory matters.

### 7. INCOMING RESOURCES

Incoming resources include funding received and amounts derived from the provision of services which fall within the company's ordinary activities, and are stated net of VAT.

Incoming resources are attributable to the company's principal activities as described in the Directors' Report. Quarriers is a charity operating principally in Scotland.

### 8. NET INCOMING/(OUTGOING) RESOURCES

	2013 £'000	2012 £'000
<b>'Net incoming/(outgoing) resources' is stated after charging the following items:</b>		
Auditor's remuneration - fee for audit of statutory accounts (inclusive of VAT)	32	32
Depreciation of owned assets	1,093	1,144
Operating lease rentals - plant and machinery	325	354
- land and buildings	997	946
Directors' and officers' indemnity insurance	11	11
	<u>1,458</u>	<u>1,487</u>

The auditor, Deloitte LLP, also received amounts of £7,920 (2012 - £7,920), inclusive of VAT, in respect of the audit of the Quarriers pension scheme.

### 9. GAINS ON SALE OF FIXED ASSETS

	2013 £'000	2012 £'000
Gain/(loss) on disposal of tangible fixed assets	8	(1)
Realised gain on disposal of investments	127	142
	<u>135</u>	<u>141</u>

As required by the Statement of Recommended Practice the loss on disposal of fixed assets is included in resources expended alongside depreciation.

### 10. DIRECTORS' EMOLUMENTS

None of the statutory directors of the company received any fees or emoluments in respect of their duties as directors during the current or preceding year. No travel expenses were paid to directors during the year (2012 £2,569 in respect of three directors).



# QUARRIERS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

### 10. DIRECTORS' EMOLUMENTS (CONTINUED)

Indemnity insurance has continued to be purchased during the year to protect directors and officers from loss arising from breach of duty, trust, neglect, error, misstatement, omission, or any other act committed by any director or officer solely in the course of their activities for Quarriers.

### 11. STAFF COSTS

	2013 £'000	2012 £'000
Wages and salaries	27,475	28,551
Social security costs	1,965	2,167
Pension costs	962	916
	<u>30,402</u>	<u>31,634</u>
Pension costs can be analysed as follows:		
FRS 17 current service cost (see note 23)	874	813
Defined contribution pension costs (see note 23)	88	103
	<u>962</u>	<u>916</u>

In addition to the above pension costs, an actuarial gain of £280,000 (2012- loss of £2,491,000) has been recorded in the statement of total recognised gains and losses and the statement of financial activities and a FRS 17 net finance cost of £327,000 (2012 - net finance cost of £166,000) has been included within the statement of financial activities.

The average weekly number of employees during the year was as follows:	No	No
Administration	165	160
Social care, domestic and other	1,785	1,825
	<u>1,950</u>	<u>1,985</u>

During the year, one employee had emoluments (excluding pension contributions) within the band £95,000 to £99,999 (2012 - one). This employee has a defined benefit pension accruing. One employee had emoluments (excluding pension contributions) within the band £70,000 to £74,999 (2012 - one). One employee has emoluments (excluding pension contributions) within the band £60,000 to £64,999 (2012 - two). This employee has a defined benefit pension accruing.

### 12. INTEREST RECEIVABLE AND INVESTMENT INCOME

	2013 £'000	2012 £'000
Income from listed investments	146	132
Bank interest receivable	1	1
	<u>147</u>	<u>133</u>

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 13. INTEREST PAYABLE AND SIMILAR CHARGES

	2013 £'000	2012 £'000
FRS 17 net pension finance cost (see note 23)	327	166
Bank loans and overdrafts	43	38
	<u>370</u>	<u>204</u>

#### 14. TAXATION

Quarriers has been granted charitable status by HM Revenue and Customs and as a result no liability to corporation tax arises on its charitable activities.

#### 15. TANGIBLE FIXED ASSETS

	Investment properties £'000	Freehold land and buildings £'000	Motor vehicles £'000	Plant & equipment £'000	Fixtures & fittings £'000	Total £'000
<b>Cost</b>						
At 1 April 2012	4,962	15,780	171	2,336	1,113	24,362
Additions	251	4,762	17	560	17	5,607
Transfer	(653)	653	-	-	-	-
Disposals	-	(764)	(9)	(9)	-	(782)
At 31 March 2013	<u>4,560</u>	<u>20,431</u>	<u>179</u>	<u>2,887</u>	<u>1,130</u>	<u>29,187</u>
<b>Accumulated depreciation</b>						
At 1 April 2012	-	7,054	160	2,025	1,040	10,279
Charge for the year	-	862	7	177	47	1,093
Disposals	-	(71)	(9)	(9)	-	(89)
At 31 March 2013	<u>-</u>	<u>7,845</u>	<u>158</u>	<u>2,193</u>	<u>1,087</u>	<u>11,283</u>
<b>Net book value</b>						
At 31 March 2013	<u>4,560</u>	<u>12,586</u>	<u>21</u>	<u>694</u>	<u>43</u>	<u>17,904</u>
At 31 March 2012	<u>4,962</u>	<u>8,726</u>	<u>11</u>	<u>311</u>	<u>73</u>	<u>14,083</u>
<b>Net book value of assets used directly for charitable purposes</b>						
At 31 March 2013	<u>-</u>	<u>11,551</u>	<u>15</u>	<u>593</u>	<u>43</u>	<u>12,202</u>
At 31 March 2012	<u>-</u>	<u>7,715</u>	<u>5</u>	<u>262</u>	<u>72</u>	<u>8,054</u>

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 15. TANGIBLE FIXED ASSETS (CONTINUED)

Investment properties were valued at 31 March 2012 by John Kane BSc MRICS of Lambert Smith Hampton, on an open market value basis. All investment properties are located in the United Kingdom. The directors are not aware of any material change in the value of investment properties and therefore the valuations have not been updated to 31 March 2013. The value of the investment properties revaluation reserve at year ended 31 March 2013 is £4,673,000 (2012: £4,673,000).

In the opinion of the directors, the market value of the freehold land and buildings is significantly higher than the book value in these financial statements.

The net book value of freehold land and buildings includes £405,000 (2012 - £412,000) in respect of property assets currently being used for rental purposes. These properties are temporarily surplus to functional requirements.

The net book value of assets includes £Nil (2012 - £1,353,000) in respect of property assets in the course of construction.

#### 16. INVESTMENTS

	2013 £'000	2012 £'000
<b>Cost</b>		
As at 1 April 2012	3,292	3,011
Additions	362	556
Disposals	(231)	(275)
As at 31 March 2013	<u>3,423</u>	<u>3,292</u>
Composed of:		
Listed investments:		
Listed on London Stock Exchange	3,299	3,168
Overseas investments	122	122
Unlisted investments	2	2
As at 31 March 2013	<u>3,423</u>	<u>3,292</u>
<b>Market Value</b>		
As at 1 April 2012	4,132	3,880
Additions	362	556
Disposals as at 1 April 2012 market value	(320)	(369)
	<u>4,174</u>	<u>4,067</u>
Gains in the year	725	65
As at 31 March 2013	<u>4,899</u>	<u>4,132</u>

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 16. INVESTMENTS (CONTINUED)

##### Subsidiary undertakings

All subsidiary undertakings are limited by guarantee and therefore Quarriers has no holding in the companies. The companies are subsidiary undertakings by virtue of Quarriers' right to exercise dominant influence. The principal activities of the subsidiary undertakings are set out below:

<u>Company</u>	<u>Principal activity, net assets and results</u>	<u>Country of incorporation</u>
Quarrier's Activities Limited	Dormant during the year. Net assets at 31 March 2013 - £47 (31 March 2012 - £47) Result before tax for the year to 31 March 2013 - £Nil (31 March 2012 - £Nil)	Scotland
Gottar Limited	Design and build company. Net assets at 31 March 2013 - £938 (31 March 2012 - £56,548) Loss for the year to 31 March 2013 - £55,610 (31 March 2012 - profit £59,045)	Scotland
Strathgryffe Limited	Property management company. Net assets at 31 March 2013- £7,732 (2012 - £6,822) Profit before tax for the year to 31 March 2013 - £910 (2012 - £910)	Scotland

#### 17. DEBTORS

	2013 £'000	2012 £'000
Trade debtors	2,962	3,794
Other debtors	19	23
Prepayments and accrued income	475	454
	<u>3,456</u>	<u>4,271</u>

No debtors are due after more than one year.

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) Year ended 31 March 2013

#### 18. CREDITORS:

##### AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £'000	2012 £'000
Bank term loan	184	-
Bank revolving credit	1,000	2,000
Trade creditors	694	665
Other taxes and social security costs	534	583
Other creditors	456	470
Deferred grant income (see note 19)	335	320
Accruals and other deferred income	1,134	1,303
Amounts owed to subsidiary undertakings	51	287
	<u>4,388</u>	<u>5,628</u>

The bank revolving credit facility and term loan are secured by fixed securities over various properties. An additional bank overdraft facility is secured by a standard security over Laing Shrewsbury House (Head Office).

Included within other creditors are pension contributions payable amounting to £150,000 (2012 - £108,000).

##### AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

Creditors falling due after more than one year £705,000 (2012: nil) relate to amounts payable in respect of a new term loan agreed during the year.

#### 19. DEFERRED GRANT INCOME

	£'000
As at 1 April 2012	320
Received during the year	4,322
Released during the year	<u>(4,307)</u>
As at 31 March 2013	<u>335</u>

#### 20. SHARE CAPITAL

The company is limited by guarantee and therefore has no share capital.

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) Year ended 31 March 2013

#### 21. RESERVES

	As at 1 April 2012 £'000	Income £'000	Expenditure £'000	Gains/(losses) on investment assets £'000	Pension scheme movements £'000	Transfers £'000	As at 31 March 2013 £'000
General reserve	8,162	37,162	(36,216)	127	(71)	218	9,382
Pension scheme reserve	(9,593)	-	-	-	351	-	(9,242)
Revaluation reserve	5,512	-	-	637	-	-	6,149
<b>Designated funds</b>							
Fixed assets fund	1,669	-	-	-	-	3,631	5,300
Other funds	101	-	-	-	-	(22)	79
<b>Total designated funds</b>	<b>1,770</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,609</b>	<b>5,379</b>
<b>Total unrestricted funds</b>	<b>5,851</b>	<b>37,162</b>	<b>(36,216)</b>	<b>764</b>	<b>280</b>	<b>3,827</b>	<b>11,668</b>
<b>Restricted funds</b>	<b>3,089</b>	<b>8,471</b>	<b>(5,733)</b>	<b>-</b>	<b>-</b>	<b>(3,827)</b>	<b>2,000</b>
<b>Total funds</b>	<b>8,940</b>	<b>45,633</b>	<b>(41,949)</b>	<b>764</b>	<b>280</b>	<b>-</b>	<b>13,668</b>

Designated funds represent unrestricted funds that have been allocated for certain specific purposes upon internal approval.

Restricted funds have arisen because the income received has to be spent in a defined manner. Balances in restricted funds are held as investments and cash. The balance of restricted funds at year end relates to balances held in respect of a number of projects.

Transfers to designated funds occur where unrestricted funds have been allocated for certain specific purposes upon internal approval.

Other transfers between funds occur where restricted income has been insufficient to cover the associated expenditure and income is transferred from general funds to meet the shortfall.

During the year ended 31 March 2013 a £3.8m transfer from restricted funds to designated funds occurred following the completion of the William Quarrier Scottish Epilepsy Centre. The completion of this project has discharged the restriction on these funds. The total construction cost of the Centre was £5.7m, of which £3.8m was funded from restricted grants and donations with the remainder from general funds.

#### 22. CAPITAL COMMITMENTS

	2013 £'000	2012 £'000
Contracted for, but not provided	-	5,039

Capital commitments in the previous year related to the construction costs of the William Quarrier Scottish Epilepsy Centre, which was completed in March 2013.

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 23. PENSION COSTS

The company operates a defined benefit pension scheme, the Quarriers Pension Scheme, providing retirement benefits based on final salary upon retirement. The assets of the scheme are held separately from those of the company in a trustee-administered fund. Company contributions paid in the year were £1,272,000 (2012 - £1,268,000). Contributions amounting to £112,000 (2012 - £69,000) were payable to the fund at 31 March 2013. No additional contributions were paid in respect of ill health retirement.

Contributions of £50,000 have also been made in the year to a defined contribution stakeholder scheme (2012 - £50,000) and £38,000 to a scheme for teachers (2012 - £53,000). The scheme for teachers is a multi-employer defined benefit scheme, for which Quarriers has no liability other than monthly employer's contributions. Therefore it is accounted for as a defined contribution scheme.

#### Actuarial valuation and contribution levels

The contributions to the defined benefit scheme are determined with the advice of a qualified independent actuary on the basis of triennial valuations using the projected unit funding method. The triennial valuation to 1 November 2010 was formalised on 27 April 2012 which amended the contributions from 1 July 2012. The new recommended contribution levels from 1 July 2012 necessary to meet future liabilities of the scheme are 6% (previously - 6%) of pensionable salary for members and 18.1% (previously - 15.1%) of pensionable salary for the employer, plus the cost of insuring death-in-service benefits. Under the new funding schedule agreed with the scheme trustees, Quarriers aims to eliminate the current deficit over the next 14 years. The estimated amounts of contributions expected to be paid to the scheme during the year ended 31 March 2014 is £1.417 million.

#### FRS 17

The figures below have been based on the actuarial valuation as at 1 November 2010, updated to 31 March 2013. The FRS does not allow for the surplus or deficit to be spread over the period when recovery would normally take place, but instead requires the total assessed surplus or deficit to be declared in full at the balance sheet date.

The main actuarial assumptions used at the balance sheet date were as follows:

	2013 %	2012 %
Rate of inflation	3.30	3.10
Salary increase rate	2.30	3.10
Increases for pensions in payment - pre April 1997	3.00	3.00
- April 1997 to April 2005	3.20	3.10
- post April 2005	2.20	2.30
Revaluation of deferred pensions	2.30	2.10
Liability discount rate	4.50	4.90
Expected return on scheme assets	5.10	5.30
	<b>2013</b>	<b>2012</b>
Mortality assumptions - life expectancy on retirement	<b>Years</b>	<b>Years</b>
Pensioners - male	21.60	21.50
Pensioners - female	24.20	24.10
Non-pensioners - male	23.50	23.40
Non-pensioners - female	26.00	25.90

# QUARRIERS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

### 23. PENSION COSTS (CONTINUED)

#### FRS 17 (continued)

The fair value of the assets in the scheme, the present value of the liabilities in the scheme, and the expected rate of return at each balance sheet date were:

	2013 £'000	2013 Rate of return	2012 £'000	2012 Rate of return
Equities	21,681	6.10%	18,595	6.30%
Bonds	14,473	3.60%	13,338	4.00%
Cash	219	0.50%	173	0.50%
Total fair value of assets	36,373		32,106	
Present value of scheme liabilities	(45,615)		(41,699)	
Deficit in the scheme	(9,242)		(9,593)	

Analysis of the amount charged to operating costs under FRS 17:

	2013 £'000	2012 £'000
Current service cost	874	813

Analysis of the amount charged to net finance cost under FRS 17:

	2013 £'000	2012 £'000
Expected return on pension scheme assets	1,696	1,928
Interest on pension scheme liabilities	(2,023)	(2,094)
Net finance cost	(327)	(166)

Amounts of actuarial gains/(losses) recognised in the statement of total recognised gains and losses ('STRGL'):

	2013 £'000	2012 £'000
Amount recognised during the year	280	(2,491)
Cumulative amount recognised	(2,211)	(2,491)

The actual return on scheme assets was a gain of £4,639,000 (2012 – gain of £1,493,000).



# QUARRIERS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) Year ended 31 March 2013

### 23. PENSION COSTS (CONTINUED)

#### FRS 17 (continued)

Movements in the present value of scheme assets were as follows:

	2013 £'000	2012 £'000
Assets at start of year	32,106	30,704
Expected return on assets	1,696	1,928
Actuarial gain/(loss)	2,943	(435)
Employer contributions	1,272	1,268
Employee contributions	284	366
Benefits paid	(1,928)	(1,725)
Assets at end of year	<u>36,373</u>	<u>32,106</u>

Movements in the present value of defined benefit obligations were as follows:

	2013 £'000	2012 £'000
Liabilities at start of year	41,699	38,095
Current service cost	874	813
Interest cost	2,023	2,094
Employee contributions	284	366
Actuarial gain	2,663	2,056
Benefits paid	(1,928)	(1,725)
Liabilities at end of year	<u>45,615</u>	<u>41,699</u>

Five year history:

	2013 £'000	2012 £'000	2011 £'000	2010 £'000	2009 £'000
Scheme assets	36,373	32,106	30,704	28,166	23,825
Scheme liabilities	<u>(45,615)</u>	<u>(41,699)</u>	<u>(38,095)</u>	<u>(40,144)</u>	<u>(28,403)</u>
Deficit in the scheme	<u>(9,242)</u>	<u>(9,593)</u>	<u>(7,391)</u>	<u>(11,978)</u>	<u>(4,578)</u>
Experience adjustments on scheme assets	2,943	(435)	597	3,207	(2,828)
Experience adjustments on scheme liabilities	<u>(192)</u>	<u>1,080</u>	<u>3,495</u>	<u>(824)</u>	<u>(594)</u>

## QUARRIERS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Year ended 31 March 2013

#### 23. PENSION COSTS (CONTINUED)

##### FRS 17 (continued)

The impact of the FRS 17 pension deficit on unrestricted funds at 31 March 2013 is as follows:

	2013 £'000	2012 £'000
Unrestricted funds excluding pension deficit	20,910	15,444
FRS 17 pension deficit	(9,242)	(9,593)
Unrestricted funds including pension deficit	<u>11,668</u>	<u>5,851</u>

#### 24. FINANCIAL COMMITMENTS

##### Operating leases

Annual obligations under operating leases which expire:

	2013 Land & buildings £'000	2013 Other £'000	2012 Land & buildings £'000	2012 Other £'000
Within one year	467	5	518	39
Between two and five years	431	247	304	150
In more than five years	131	-	125	-
	<u>1,029</u>	<u>252</u>	<u>947</u>	<u>189</u>

##### Secured assets

During the year ended 31 March 2010, Quarriers agreed with the Quarriers Pension Scheme a contingent asset agreement whereby the scheme holds security over Quarriers tangible fixed assets to the value of £2.65m. During the year ended 31<sup>st</sup> March 2013 it was agreed to increase this to £4.245m. The process to formalise the increase of the contingent asset remains ongoing.

#### 25. SUBSIDIARY COMPANY TRANSACTIONS

During the year the company made purchases of a total value of £4,781,000 (2012- £444,000) from Gottar Limited, a subsidiary company, and made sales to Gottar Limited of a total value of £769,000 (2012 - £5,000).

At 31 March 2013, the company owed £44,000 to Gottar Limited (2012 -£281,000 ).

During the year the company made purchases of a total value of £19,000 (2012 - £19,000) from Strathgryffe Limited, a subsidiary company, and made sales to Strathgryffe Limited of a total value of £18,000 (2012 - £18,000).

At 31 March 2013, the company owed £7,000 (2012 - £6,000) to Strathgryffe Limited.