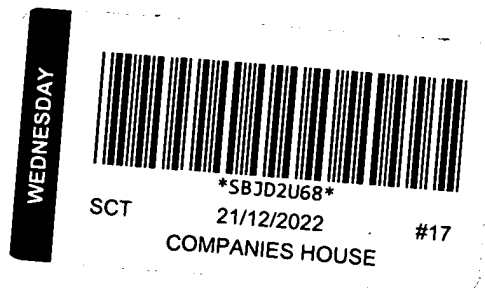


COMPANY REGISTRATION NUMBER: SC307309

CHARITY REGISTRATION NUMBER: SC037633

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**



David Allen
Chartered Accountants
51 Newall Terrace
Dumfries
DG1 1LN

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

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**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2022

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

OBJECTIVES AND ACTIVITIES

Objects and aims

The broad objectives of the charity are to relieve hardship and to promote the health, opportunities for educational achievement, and citizenship, of vulnerable people in Dumfries and Galloway, and to help such people live independently, both in terms of their own tenancy (preparing for it, obtaining it, and maintaining it) and in terms of their personal growth and development as members of their community.

The specific aims are to support people to develop the skills to live independently in their own homes and communities. The service provided offers vulnerable people the necessary support to manage day-to-day life in their tenancy or home.

Public benefit

The trustees have referred to the guidance contained in the Office of the Scottish Charity Regulator's general guidance on public benefit when reviewing their objectives and in planning their future activities. In particular, the trustees consider how planned activities will contribute to the objectives they have set.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

ACHIEVEMENTS AND PERFORMANCE

Annual Report

This financial year saw significant changes to our staffing and service provision. In April 2021 our financial administrator retired and a competent replacement was employed; five of our frontline staff members moved on to further positions with all exit questionnaires reporting a positive experience during their employment with us. A new support worker for Stranraer started post in December 2021, bringing with her a wealth of experience in health & social care. The Quality Assurance post was reviewed and decided the idea behind the remit and job description did not work in practice and the post was made redundant. Since the Government had changed the rules around flexible working in April 2021 we have seen a number of staff take advantage of this flexibility to ensure a more conducive work life balance. As well as ensuring completion of our core training, staff took part in specific trauma related training delivered by NHS Psychological service. One of our staff members completed an SVQ Level 4, two of our staff members completed SVQ level 3 to comply with SSSC registration and our HR Administrator successfully completed her CIPD.

The Trustees have agreed to a staff retention increase of 75p per hour after 5 years continuous service; our staff are still paid more than the minimum £10.02 per hour as directed by the Scottish Government in December 2021.

Three of our Trustees resigned and one was recruited with an abundance of knowledge and experience in health and social care within statutory and third sector settings; bringing our trustee numbers to four. Policies and Procedures were updated and relevant new ones have been added which were approved by our Trustees. Internally we reviewed our risk assessing, consuming Covid within our client risk assessment and standardising our activity risk assessments. Our insurance company completed a compliance check in July 2021 which saw us receive a "gold star" from them.

We started to make use of our room at the YMCA in April 2021, after risk assessing the building, it was deemed unsuitable for toddlers attending our young parents group so we also began renting a more suitable room at Linduden Community Centre. After changes in funding we will withdraw from our YMCA room in favour of Linduden due to their excellent disabled access. Since December 2021 we have provided work placements for two Health & Social Care students from Dumfries & Galloway College one based in our Dumfries office and one in our Stranraer office.

During this year we have received no complaints and no Duty of Candour concerns.

Youth Services

Youth services continued to deliver a successful combination of one to one support and monthly group activities. 103 young people worked with our Youth Services during this period with another 79 accessing specific youth support through our housing support service. During the year youth services attracted funding from Holywood Trust and The Robertson Trust. Our Youth Lead was trained in and started to provide supervision to the youth support workers.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

Mental Wellbeing

Grassroots funding was secured in May 2021 until June 2022 to develop self-management techniques and provide the social support model for mental health as well as those in recovery from addiction issues.

In April 2021 we began a Peer Support group which the participants agreed to name BITE - Bringing Independence to Everyone successfully blending people in recovery from mental health and addiction issues. Peer 2 Peer training delivered by the Scottish Recovery Network was identified and our BITE members showed an interest; we now have 10 people accessing this training which is delivered in partnership with We Are With You! The training started in February 2022 and is due for completion in June 2022 with a graduation ceremony arranged for 23rd June 2022. Our other peer support group Beyond the Border recommenced fortnightly meetings in July 2021 with three attendees from this group also signing up for the Peer 2 Peer training. Due to the success of this training we plan to continue delivery with a view to establishing a peer development worker role within the charity.

Housing Support

During this financial year we continued to provide an excellent housing support service on behalf of Dumfries & Galloway Council, continually adapting to the changes requested by them. The drop-in at Stranraer proved successful with old and new clients accessing advice and support to ensure their issues were dealt with timeously.

Our Care Inspectorate return for 2021 showed we worked with 507 people during the calendar year, 4 more than last year, with clients receiving longer support sessions than previously recorded.

We commissioned a bid writer to tender on our behalf for the Housing Support contract in October 2021, however, we discovered in January 2022 that our bid was unsuccessful. As a result, one of our staff members was TUPE'd, three resigned and four were successful in securing new posts within the charity.

We see this loss of the Housing Support contract as an opportunity to consolidate and amalgamate all the aspects of our services. As we are no longer limited to "housing support" our experiences and client feedback informed us that it would be beneficial, going forward, to offer generic support to people over 16 years based in Dumfries, Nithsdale and Stranraer to improve their skills, knowledge and motivation to live independently within their communities thus reducing reliance on our already stretched statutory services. We will continue to provide one to one outreach support, incorporate intergenerational group activities and develop our peer support opportunities; the lifting of the housing support contract allows us to open up our referral system to self-referrals. We have renamed our service - It's All About You!. So far we have received funding from Communities Health and Wellbeing Fund distributed by The 3rd Sector Interface to support this venture; other funding streams have been identified and we will continue to search for suitable funding partners throughout 2022/23. Our Care Inspectorate conditions will be changed to reflect our new service provision going forward.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

Coronavirus

We continued with the same protective measures implemented in 2020, several staff members tested positive or isolated when family members tested positive but in general we have not been greatly affected by Covid. Our staff continued to provide valuable services throughout the whole pandemic and very much deserved their Covid19 bonuses from the Scottish Government.

During the year our donations fund was supported by James Hallam Insurance, The Nithsdale Area Committee and members of the public.

FINANCIAL REVIEW

The results for the period are set out in the Statement of Financial Activities on page 10. During the period £318,364 was received from Dumfries and Galloway Council Housing Support Services. In addition £94,908 was received to help fund various projects. Total expenditure amounted to £422,214. The overall surplus for the period was £8,205

At the end of the year the charity held total funds of £239,026 (2021: £230,821), these being made up of unrestricted funds of £211,836 (2021: £226,548) and restricted funds of £27,190 (2021: £4,273).

Policy on reserves

The trustees considered the position and agreed that unrestricted funds held by the charity should amount to 6 months operating costs. In addition, the trustees also re-affirmed the position of the charity holding £15,000 to assist the development of new projects.

Investment policy and objectives

The charity's funds are held in an interest paying account with the Royal Bank of Scotland. An interest paying account is also held with the Cumberland Building Society and Nationwide Building Society which enables the charity to meet any demands from Dumfries and Galloway Council should they wish to recover any unused funds as per the clause in the contract.

PLANS FOR FUTURE PERIODS

Aims and key objectives for future periods

Details regarding the plans for future periods can be found documented in the final paragraph of the Housing Support section of this report on page 3.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 22 August 2006 and registered as a charity from 24 November 2006. The organisation commenced activities on 1 February 2007. The company was established under a Memorandum of Association which details the objects and powers of the company, and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of trustees

The directors of the company are also the charity trustees for the purpose of charity law. Under the requirements of the Articles of Association at the first annual general meeting all the directors shall retire from office, and at every subsequent annual general meeting one third of the directors who are subject to retirement by rotation shall retire, being those who have been longest in office. Directors retiring by rotation shall be eligible for re-election.

New directors are appointed at general meetings either on recommendation of the existing directors, or on notice executed by a member qualified to vote at any general meeting. Full details on the appointment procedure are contained in the Articles of Association.

Directors may also be co-opted onto the board during the year.

Induction and training of trustees

All new directors are advised of their legal and organisational responsibilities. They are provided with copies of the Memorandum and Articles of Association, and appropriate documents from Companies House and the Office of the Scottish Charity Regulator. New directors are encouraged to read the organisation's Policies and Procedures, and will meet with the existing Chairperson and directors to obtain an understanding of the charity's activities and operations.

Organisational structure

The board of directors comprises a minimum of 3 directors, with currently no maximum. The board meets formally at least every two months, and is responsible for the strategic development of the charity and overseeing the administration of the company.

Day to day responsibility for the operations of the charity is delegated to a sole manager with overall responsibility, assisted by a staff member attending to financial matters.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

Risk management

The directors actively review the major risks to which the charity is exposed and establish systems to mitigate those risks, including:

- the establishment of systems and recommendations including procedures for authorisation of all transactions and projects;
- a periodic review of the risks which the charity may face;
- the implementation of actions designed to minimise any potential impact on the charity should any risks materialise.

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees

Mr G G Galloway
Mr J Groom (resigned 12 May 2021)
Mr R L Brown
Mrs W C Copeland (resigned 13 April 2021)
Mr P A Hall (resigned 22 April 2021)
Ms K A Gibbons (appointed 14 September 2021)
Mr A D Bryce

Secretary

Mr A D Bryce

Company Registration Number

SC307309

Charity Registration Number

SC037633

Registered Office

8 George Street Meuse
Dumfries
DG1 1HH

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

Bankers

Nationwide Building Society
2 Church Crescent
Dumfries
DG1 1EW

Royal Bank of Scotland
151 High Street
Dumfries
DG1 2RA

**Accountant and independent
examiner**

Mrs A Welton FCA
David Allen
Chartered Accountants
51 Newall Terrace
Dumfries
DG1 1LN

FINANCIAL INSTRUMENTS

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk and cash flow risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in interest rates. Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Credit risk

The charity's principal financial assets are bank balances and cash and trade and other receivables. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT) (CONTINUED)

YEAR ENDED 31 MARCH 2022

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees (who are also the directors of Independent Living Support for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 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 presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can 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.

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

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 15 December 2022 and signed on its behalf by:



.....
Mr A D Bryce
Company secretary and trustee

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INDEPENDENT LIVING
SUPPORT**

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 10 to 26 .

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Mrs A Welton FCA
Independent Examiner

David Allen
Chartered Accountants
51 Newall Terrace
Dumfries
DG1 1LN

15 December 2022

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022
(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL
RECOGNISED GAINS AND LOSSES)**

| | Note | Unrestricted £ | Restricted £ | Total 2022 £ | Total 2021 £ |
|---------------------------------|------|-------------------|-----------------|--------------------|--------------------|
| Income from: | | | | | |
| Donations and grants receivable | 3 | 6,259 | 10,213 | 16,472 | 4,799 |
| Charitable activities | 4 | 318,364 | 94,908 | 413,272 | 389,648 |
| Investment income | 5 | 675 | - | 675 | 805 |
| Total income | | <u>325,298</u> | <u>105,121</u> | <u>430,419</u> | <u>395,252</u> |
| Expenditure on: | | | | | |
| Charitable activities | 6 | <u>(340,010)</u> | <u>(82,204)</u> | <u>(422,214)</u> | <u>(438,391)</u> |
| Total expenditure | | <u>(340,010)</u> | <u>(82,204)</u> | <u>(422,214)</u> | <u>(438,391)</u> |
| Net (expenditure)/Income | | <u>(14,712)</u> | <u>22,917</u> | <u>8,205</u> | <u>(43,139)</u> |
| Net movement in funds | | (14,712) | 22,917 | 8,205 | (43,139) |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | <u>226,548</u> | <u>4,273</u> | <u>230,821</u> | <u>273,960</u> |
| Total funds carried forward | 18 | <u>211,836</u> | <u>27,190</u> | <u>239,026</u> | <u>230,821</u> |

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)
(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL
RECOGNISED GAINS AND LOSSES)**

| | Note | Unrestricted £ | Restricted £ | Total 2021 £ |
|---------------------------------|------|-------------------|-----------------|--------------------|
| Income from: | | | | |
| Donations and grants receivable | 3 | 1,968 | 2,831 | 4,799 |
| Charitable activities | 4 | 333,703 | 55,945 | 389,648 |
| Investment income | 5 | 805 | - | 805 |
| Total income | | <u>336,476</u> | <u>58,776</u> | <u>395,252</u> |
| Expenditure on: | | | | |
| Charitable activities | 6 | <u>(378,085)</u> | <u>(60,306)</u> | <u>(438,391)</u> |
| Total expenditure | | <u>(378,085)</u> | <u>(60,306)</u> | <u>(438,391)</u> |
| Net expenditure | | <u>(41,609)</u> | <u>(1,530)</u> | <u>(43,139)</u> |
| Net movement in funds | | (41,609) | (1,530) | (43,139) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>268,157</u> | <u>5,803</u> | <u>273,960</u> |
| Total funds carried forward | 18 | <u>226,548</u> | <u>4,273</u> | <u>230,821</u> |

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2022 and 2021 is shown in note 18.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET AS AT 31 MARCH 2022

| | Note | 2022 £ | 2021 £ |
|---|------|------------------|-----------------|
| Fixed assets | | | |
| Tangible assets | 13 | 4,663 | 5,664 |
| Current assets | | | |
| Debtors | 14 | 3,881 | 993 |
| Cash at bank and in hand | | <u>337,054</u> | <u>254,271</u> |
| | | 340,935 | 255,264 |
| Creditors: Amounts falling due within one year | 15 | <u>(106,572)</u> | <u>(30,107)</u> |
| Net current assets | | <u>234,363</u> | <u>225,157</u> |
| Net assets | | <u>239,026</u> | <u>230,821</u> |
| Funds of the charity: | | | |
| Restricted | | 27,190 | 4,273 |
| Unrestricted income funds | | | |
| Unrestricted | | <u>211,836</u> | <u>226,548</u> |
| Total funds | 18 | <u>239,026</u> | <u>230,821</u> |

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

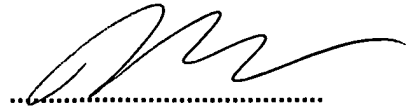
- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

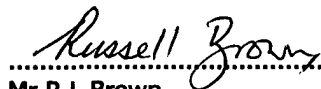
**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET AS AT 31 MARCH 2022 (CONTINUED)

The financial statements on pages 10 to 26 were approved by the trustees, and authorised for issue on 15 December 2022 and signed on their behalf by:



.....
Mr A D Bryce
Company secretary and trustee



.....
Mr R L Brown
Trustee

Registration number: SC307309

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 CHARITY STATUS

The charity is a private company limited by guarantee, registered in Scotland and a registered charity in Scotland. The address of the registered office is 8 George Street Meuse, Dumfries, DG1 1HH. Every member of the company undertakes to contribute such amounts as may be required (not exceeding £1) to the company's assets if it should be wound up while they are a member or within one year after ceasing to be a member.

2 ACCOUNTING POLICIES

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)), the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

Basis of preparation

Independent Living Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling, which is the functional currency of the entity. Monetary amounts in these financial statements are rounded to the nearest £.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

2 ACCOUNTING POLICIES (continued)

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants receivable are recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

Donated services and facilities

Income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value.

Investment income

Investment income is accounted for in the period in which the charity is entitled to receipt.

Charitable activities

Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Charitable activities

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.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

2 ACCOUNTING POLICIES (continued)

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including accountancy fees, independent examination fees, trustees expenses and legal and professional fees.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

| Asset class | Depreciation method and rate |
|----------------------------------|-------------------------------------|
| Leasehold property improvements | 20% straight line |
| Fixtures, fittings and equipment | 20% straight line |

Trade creditors

Other creditors are recognised when there is an obligation to transfer funds to a third party in settlement and the amount can be measured reliably.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted funds represent grants and donations which have been received for the purposes set out in note 18. The application of these funds is restricted by the terms of a special appeal, the express wishes of the donor, the will of the testator or the terms of the grant.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities are classified according to the substance of the contractual arrangements entered into.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

2 ACCOUNTING POLICIES (continued)

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 INCOME FROM DONATIONS AND GRANTS RECEIVABLE

| | Unrestricted | | Total 2022 | Total 2021 |
|-----------------------------------|----------------------|-------------------------|-----------------------|-----------------------|
| | General £ | Restricted £ | £ | £ |
| Donations; | | | | |
| Donations | - | 10,213 | 10,213 | 2,831 |
| Grants, including capital grants; | | | | |
| Business Support Fund grants | 6,259 | - | 6,259 | 1,968 |
| | <u>6,259</u> | <u>10,213</u> | <u>16,472</u> | <u>4,799</u> |

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

4 INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted | | Total 2022 | Total 2021 |
|------------------------------------|----------------------|-------------------------|-----------------------|-----------------------|
| | General £ | Restricted £ | £ | £ |
| General Living Support | 318,364 | 26,408 | 344,772 | 336,648 |
| Support to Vulnerable Young People | - | 68,500 | 68,500 | 53,000 |
| | <u>318,364</u> | <u>94,908</u> | <u>413,272</u> | <u>389,648</u> |

5 INVESTMENT INCOME

| | Unrestricted General £ | Total 2022 £ | Total 2021 £ |
|---|---------------------------------------|-----------------------------|-----------------------------|
| Interest receivable and similar income; | | | |
| Bank interest receivable | <u>675</u> | <u>675</u> | <u>805</u> |

**INDEPENDENT LIVING SUPPORT
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**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

6 EXPENDITURE ON CHARITABLE ACTIVITIES

| | Note | Unrestricted funds General £ | Restricted funds £ | Total 2022 £ | Total 2021 £ |
|------------------------------------|-------------|---|-----------------------------------|-----------------------------|-----------------------------|
| General Living Support | | 221,826 | - | 221,826 | 264,272 |
| Support to Vulnerable Young People | | - | 56,863 | 56,863 | 52,200 |
| Crisis UK | | - | - | - | 2,045 |
| VSDF grant | | - | - | - | 900 |
| Donations | | - | 6,144 | 6,144 | 1,991 |
| Mental Health | | - | 11,434 | 11,434 | - |
| Allocated support costs | 7 | 112,908 | 7,763 | 120,671 | 111,989 |
| Governance costs | 7 | 5,276 | - | 5,276 | 4,994 |
| | | <u>340,010</u> | <u>82,204</u> | <u>422,214</u> | <u>438,391</u> |

In addition to the expenditure analysed above, there are also governance costs of £5,276 (2021: £4,994) which relate directly to charitable activities. See note 7 for further details.

| | Activity undertaken directly £ | Activity support costs £ | 2022 £ | 2021 £ |
|------------------------------------|---|---|-------------------|-------------------|
| General Living Support | 221,827 | 111,138 | 332,965 | 371,834 |
| Support to Vulnerable Young People | 56,863 | 7,321 | 64,184 | 56,216 |
| Crisis UK | - | - | - | 2,045 |
| Mental Health | 11,433 | - | 11,433 | - |
| Donations | 6,144 | 36 | 6,180 | 1,995 |
| VSDF | - | - | - | 900 |
| Governance | - | 5,276 | 5,276 | 4,994 |
| Depreciation | - | 2,176 | 2,176 | 407 |
| | <u>296,267</u> | <u>125,947</u> | <u>422,214</u> | <u>438,391</u> |

**INDEPENDENT LIVING SUPPORT
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**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

6 EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

£340,010 (2021: £378,085) of the above expenditure was attributable to unrestricted funds and £82,204 (2021: £60,306) to restricted funds.

7 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

Governance costs

| | Unrestricted | | |
|---|---------------------|--------------|--------------|
| | General | Total | Total |
| | £ | 2022 | 2021 |
| | | £ | £ |
| Independent examiner fees | | | |
| Examination of the financial statements | 700 | 700 | 700 |
| Other fees paid to examiners | <u>4,576</u> | <u>4,576</u> | <u>4,294</u> |
| | <u>5,276</u> | <u>5,276</u> | <u>4,994</u> |

8 NET INCOMING/OUTGOING RESOURCES

Net incoming/(outgoing) resources for the year include:

| | 2022 | 2021 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| Operating leases - other assets | 13,692 | 10,627 |
| Depreciation of fixed assets | <u>2,176</u> | <u>3,258</u> |

9 TRUSTEES REMUNERATION AND EXPENSES

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

10 STAFF COSTS

The aggregate payroll costs were as follows:

| | 2022 | 2021 |
|--|----------------|----------------|
| | £ | £ |
| Staff costs during the year were: | | |
| Wages and salaries | 314,800 | 338,876 |
| Social security costs | 19,928 | 21,999 |
| Pension costs | <u>5,052</u> | <u>5,046</u> |
| | <u>339,780</u> | <u>365,921</u> |

The average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2022 | 2021 |
|----------------------------------|-------------|-------------|
| | No | No |
| Support and administrative staff | <u>17</u> | <u>18</u> |

14 (2021 - 12) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £5,052 (2021 - £5,046).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £31,545 (2021 - £33,426).

11 INDEPENDENT EXAMINER'S REMUNERATION

| | 2022 | 2021 |
|---|--------------|--------------|
| | £ | £ |
| Examination of the financial statements | <u>700</u> | <u>700</u> |
| Other fees to examiners | | |
| All other services | <u>6,888</u> | <u>6,208</u> |

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

12 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

13 TANGIBLE FIXED ASSETS

| | Leasehold property improvements £ | Fixtures, fittings and equipment £ | Total £ |
|-----------------------|--|---|--------------------|
| Cost | | | |
| At 1 April 2021 | 6,872 | 20,790 | 27,662 |
| Additions | - | 1,175 | 1,175 |
| At 31 March 2022 | <u>6,872</u> | <u>21,965</u> | <u>28,837</u> |
| Depreciation | | | |
| At 1 April 2021 | 6,620 | 15,378 | 21,998 |
| Charge for the year | 84 | 2,092 | 2,176 |
| At 31 March 2022 | <u>6,704</u> | <u>17,470</u> | <u>24,174</u> |
| Net book value | | | |
| At 31 March 2022 | <u>168</u> | <u>4,495</u> | <u>4,663</u> |
| At 31 March 2021 | <u>252</u> | <u>5,412</u> | <u>5,664</u> |

14 DEBTORS

| | 2022 £ | 2021 £ |
|----------------|-------------------|-------------------|
| Prepayments | 3,333 | - |
| Accrued income | - | 739 |
| Other debtors | <u>548</u> | <u>254</u> |
| | <u>3,881</u> | <u>993</u> |

**INDEPENDENT LIVING SUPPORT
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**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

15 CREDITORS: amounts falling due within one year

| | 2022 | 2021 |
|------------------------------|----------------|---------------|
| | £ | £ |
| Trade creditors | - | 466 |
| Other creditors | 1,554 | 1,071 |
| Accruals and deferred income | <u>105,018</u> | <u>28,570</u> |
| | <u>106,572</u> | <u>30,107</u> |

| | 2022 | 2021 |
|--|-----------------|---------------|
| | £ | £ |
| Deferred income at 1 April 2021 | 24,131 | - |
| Resources deferred in the period | 100,000 | 24,131 |
| Amounts released from previous periods | <u>(24,131)</u> | <u>-</u> |
| Deferred income at year end | <u>100,000</u> | <u>24,131</u> |

The deferred income relates to a grant received in the year relating to the next financial year.

16 OBLIGATIONS UNDER LEASES AND HIRE PURCHASE CONTRACTS

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

| | 2022 | 2021 |
|-----------------|-------------|--------------|
| | £ | £ |
| Other | | |
| Within one year | <u>416</u> | <u>1,248</u> |

17 PENSIONS

The amount recognised in the statement of financial activities as an expense in relation to defined contribution plans was £5,052 (2021: £5,046).

At the year end there was an amount outstanding to the pension scheme of £998 (2021: £1,071).

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

18 FUNDS

| | Balance at 1 April 2021 £ | Income £ | Expenditure £ | Balance at 31 March 2022 £ |
|---|--|---------------------|--------------------------|---|
| Unrestricted | | | | |
| <i>General</i> | | | | |
| General Funds | 226,548 | 325,298 | (340,010) | 211,836 |
| Restricted | | | | |
| Donations | 1,514 | 10,213 | (6,180) | 5,547 |
| Support to Vulnerable Young People | 1,603 | 68,500 | (64,184) | 5,919 |
| Mental Health | - | 26,408 | (11,433) | 14,975 |
| Nithsdale Alcohol and Drug Forum fixed assets | 427 | - | (215) | 212 |
| Gannochy fixed assets | 729 | - | (192) | 537 |
| Total restricted | 4,273 | 105,121 | (82,204) | 27,190 |
| Total funds | 230,821 | 430,419 | (422,214) | 239,026 |
| | Balance at 1 April 2020 £ | Income £ | Expenditure £ | Balance at 31 March 2021 £ |
| Unrestricted | | | | |
| <i>General</i> | | | | |
| General Funds | 268,157 | 336,476 | (378,085) | 226,548 |
| Restricted | | | | |
| Donations | 678 | 2,831 | (1,995) | 1,514 |
| Support to Vulnerable Young People | 3,562 | 53,000 | (54,959) | 1,603 |
| VSDf grant | - | 900 | (900) | - |
| Nithsdale Alcohol and Drug Forum fixed assets | 642 | - | (215) | 427 |
| Gannochy fixed assets | 921 | - | (192) | 729 |
| Crisis UK | - | 2,045 | (2,045) | - |
| Total restricted | 5,803 | 58,776 | (60,306) | 4,273 |

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

18 FUNDS (continued)

| | Balance at 1 April 2020 £ | Income £ | Expenditure £ | Balance at 31 March 2021 £ |
|--------------------|--|---------------------|--------------------------|---|
| Total funds | <u>273,960</u> | <u>395,252</u> | <u>(438,391)</u> | <u>230,821</u> |

The specific purposes for which the funds are to be applied are as follows:

Included in donations are donations received for the specific purpose of providing help to service users.

The Support to Vulnerable Young People fund was established with a grant from The Holywood Trust to do personal development with young people between ages 16 and 25. Additional grant funding has now also been received from The Robertson Trust, The Gannochy Trust and Corra Foundation, which are restricted to expanding the existing youth programme. This support is named as The Go (to interesting places) Be (all you can be) Do (fun things) Project, and has the following aims:

1. To improve life skills, confidence and self esteem
2. To improve the physical/mental wellbeing
3. To reduce social isolation

The Crisis UK grant was given during the Covid-19 pandemic in order to provide more support to vulnerable young people in the form of electric topups etc.

The Nithsdale Alcohol and Drug Forum provided a £750 donation towards the purchase of two laptops during the 2018 financial year.

The Gannochy Trust provided a donation of £921 towards the purchase of two laptops during the 2021 financial year.

The VSDF provided funding of £900 for training SVQ's.

The Mental Health support fund was funded by Corra for Mental health support work.

**INDEPENDENT LIVING SUPPORT
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
(CONTINUED)**

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted | | Total funds at 31 March 2022 |
|-----------------------|----------------------|-------------------------|---|
| | General £ | Restricted £ | £ |
| Tangible fixed assets | 3,914 | 749 | 4,663 |
| Net current assets | <u>207,922</u> | <u>26,441</u> | <u>234,363</u> |
| Total net assets | <u>211,836</u> | <u>27,190</u> | <u>239,026</u> |
| | Unrestricted | | Total funds at 31 March 2021 |
| | General £ | Restricted £ | £ |
| Tangible fixed assets | 4,508 | 1,156 | 5,664 |
| Net current assets | <u>222,040</u> | <u>3,117</u> | <u>225,157</u> |
| Total net assets | <u>226,548</u> | <u>4,273</u> | <u>230,821</u> |

20 ANALYSIS OF NET FUNDS

| | At 1 April 2021 £ | Financing cash flows £ | At 31 March 2022 £ |
|--------------------------|----------------------------------|---------------------------------------|-----------------------------------|
| Cash at bank and in hand | <u>254,271</u> | <u>82,783</u> | <u>337,054</u> |
| Net debt | <u>254,271</u> | <u>82,783</u> | <u>337,054</u> |
| | At 1 April 2020 £ | Financing cash flows £ | At 31 March 2021 £ |
| Cash at bank and in hand | <u>254,212</u> | <u>59</u> | <u>254,271</u> |
| Net debt | <u>254,212</u> | <u>59</u> | <u>254,271</u> |

21 RELATED PARTY TRANSACTIONS

There were no related party transactions in the year.