

COMPANY REGISTRATION NUMBER SC404409

**SPIRIT ADVOCACY
COMPANY LIMITED
BY GUARANTEE
UNAUDITED
FINANCIAL STATEMENTS
31 MARCH 2014**



Charity Number SC042513

RITSONS
Chartered Accountants
27 Huntly Street
Inverness
IV3 5PR

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2014**

CONTENTS	PAGE
Trustees Annual Report	1
Independent examiner's report to the trustees and members	20
Statement of Financial Activities (incorporating the income and expenditure account)	21
Balance sheet	22
Notes to the financial statements	23

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2014

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Spirit Advocacy
Charity registration number	SC042513
Company registration number	SC404409
Registered office	Cromwell Villa 23 Lotland Street Inverness IV1 1ST

The trustees

The trustees who served the charity during the period were as follows:

Mr W Cook
Mrs L Bain
Mr J King
Mrs E Law
Mrs M Morritt
Miss M Mackechnie
Mr K Maclellan
Mrs F Sutherland

Mrs M Hill	(Appointed 11 December 2013)
Mr U Macrae	(Appointed 11 December 2013)

Mr P Picone	(Resigned 28 November 2013)
Mrs M Murray	(Resigned 17 June 2013)

Secretary	Christine Fletcher
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Bankers	The Royal Bank of Scotland 29 Harbour Road Inverness IV1 1NU
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SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

STRUCTURE, GOVERNANCE AND MANAGEMENT

There have been no changes to the structural details reported for the period 29 July 2011 to 31 March 2012:-

The organisation is a charitable company limited by guarantee, incorporated on 29 July 2011 and registered as a charity on 15 August 2011.

The company is established under a Memorandum of Association which established the objects and powers of the charitable 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. Permission has been obtained from the Registrar of Companies to omit the word 'limited' from the company name.

SPIRIT Staff (Spirit Advocacy manager (and HUG manager), two part time HUG communications workers, one full time People First development worker/manager) carry out the activities of SPIRIT Advocacy via HUG (action for mental health) and People First Highland as agreed by the SPIRIT Advocacy board of trustees and HUG and People First advisory groups.

The board has met monthly and as recorded in the minutes has reviewed the work reported by staff and dealt with relevant governance and management issues.

An AGM was held on 11 December 2013.

Recruitment, appointment, induction & training of trustees

The appointment of trustees and election of office bearers has been carried out in accordance with the constitution. Trustees are selected for appointment to the Board from contacts of existing Trustees and Members. The Board of Trustees has a wide range of skills collectively and any additional training is completed as required.

Trustees serve for three years and at which time elections are held to the board from the membership. Of the board three trustees are elected by HUG (Action for Mental Health) and three trustees are elected by People First Highland, through their advisory groups. These are two projects managed by SPIRIT Advocacy. In this way involvement of service users is ensured.

HUG (Action for Mental Health) Advisory Group provides advice and expertise on work carried out to promote the voice of people with a mental health in Highland. This includes agreeing what is said on behalf of HUG (Action for Mental Health) and how that voice is found and promoted. Three members of the HUG (Action for Mental Health) Advisory Group sit on the board of trustees of SPIRIT Advocacy.

People First Highland advisory group provides advice and expertise on work carried out to promote the voice of people with a learning disability in Highland. This includes agreeing what is said on behalf of People First Highland and how that voice is found and promoted. Three members of the People First Highland advisory group sit on the board of trustees of SPIRIT Advocacy.

Trustees have where necessary been supported by staff and have engaged in activities which have enhanced their contribution to company aims and objectives.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

The charity's objects are:-

- The promotion of equality and diversity and the elimination of stigma and discrimination against people with learning disabilities, mental health problems and associated conditions.
- The advancement of citizenship and community development by strengthening the collective voice of people with learning disabilities, mental health problems and associated conditions and enabling them to express their own views and make their own decisions.
- The promotion of positive mental health and wellbeing of people with learning disabilities, mental health problems and related conditions.
- Improve the lives and experiences of people with learning disabilities, mental health problems and related conditions.

The board of trustees is satisfied that all the activities of staff and volunteers have been in keeping with these.

ACHIEVEMENTS AND PERFORMANCE

The achievements and performance of SPIRIT Advocacy are described over the following pages by listing our activity and impact under each of the aims of SPIRIT Advocacy as described in its constitution. These activities are delivered through HUG (Action for mental health) and People First Highland. These are the two projects through which the aims of SPIRIT Advocacy are met.

SPIRIT Aim a)

The promotion of equality and diversity and the elimination of stigma and discrimination against people with learning disabilities, mental health problems and associated conditions.

HUG

HUG has continued its work in challenging stigma this has included work in the following areas:

Influencing national policy

HUG has continued to work with Scotland's National anti-stigma campaign and is regarded as a key partner in it. HUG members say that stigma is their greatest priority.

- A report on See Me and how to challenge stigma involving 157 people from HUG and groups across Scotland has been produced and provided to See Me.
- A potential Change group has been established and has been visited by the director and communities manager of See Me.
- Eight Hug members attended the Parliamentary launch of the new See Me

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Mental health awareness raising with professionals

These sessions continued to be carried out and included work with

- Police staff
- Social care students
- Staff at Hillcrest nursing home
- Older people at the "Still game project"
- Older people at the "Still game project"
- North of Scotland Mental health Officers
- Third year Psychiatric nurses
- Mainstreaming mental health in Wick, Broadford and Inverness.
- Session on values with Psychiatrists
- Student nurses
- Mental Health Officers
- Actors on detention

DVD production

HUG's DVD production has continued; DVD's on the following subjects were completed:

- Diversity and equality
- New Craigs Hospital
- Borderline Personality Disorder- information for carers
- Self-harm
- Animation project - young people
- Depression
- Young person's experience of depression

A Vimeo channel has been established and has 9 short films on it.

Arts events

Scottish Mental Health and Arts Festival

A HUG member gave the opening speech at the national launch of this event; HUG held a stall, gave poetry readings, launched its animation DVD and participated in panel discussions.

SMAFF in Ardnamurchan

This was organised by a HUG member with help from 'Ewan's room' and others. HUG held an art exhibition, a HUG stall and co-facilitated two creative writing workshops. Over 100 people attended the different parts of the event and the event was reported in the local media.

HUG Craft Group

The HUG craft group met through the year and produced a series of art works and crafts which were passed on to officials and MSPs at Christmas.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Talks and exhibitions on HUG and other mental health issues

HUG members and workers attended/provided exhibition exhibits and/or spoke at the following events

- Health inequalities conference
- Highland youth voice annual meeting
- NHS Highland annual conference
- SRN annual meeting
- Lochaber district partnership
- Interview panel for CPN post Lochaber
- Mid Ross community mental health team drop in
- CCASS drop in Tain
- New Horizons Borders afternoon meeting.
- A HUG Worker and member gave speeches on mental health officers at an annual meeting of MHO's from across Scotland
- A HUG worker gave a speech on Stigma at See Me's regional event in Glasgow
- A HUG worker and two members gave presentations on HUG's anti stigma work in New Horizons in Galashiels
- A HUG member gave a speech on the bedroom tax in Inverness.
- Two HUG members were supported to give speeches at a child protection conference organised by the civil legal assistance office
- UHI support staff.
- VOX AGM – on IIMHL
- SMAFF Launch – article based on HUG members talk requested for the MHF newsletter.
- The Police Scotland Community Advisory group diversity day with other community groups at the Eastgate centre.
- The HUG exhibition stand was also held at the VOX AGM, SMAFF launch, Dingwall transitions event, SMAFF in Ardnamurchan.

YouTube

We set up a YouTube channel and showed one DVD giving the testimony of one of our members on it with excellent feedback.

Facebook

The HUG Facebook page is active in: reporting on events, consulting on issues and advertising activities that are happening.

There is a twitter account which is now linked to the Facebook account.

Media

- HUG and a HUG member were featured in the Inverness Courier on older people's work.
- HUG older people's work was featured in Highland Business Life
- HUG was featured in the Nairnshire Telegraph
- Young people's work was featured on Moray Firth Radio and the Inverness Courier
- HUG members experience of welfare reform was featured on BBC Alba television and Radio Nan Gaidheal
- The LIVE LIFE WELL project was featured on BBC Alba television and radio Nan Gaidheal
- The SMAFF project in Lochaber was featured in Lochaber Life and Lochaber News

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Young People Work

Work with students at Tain Royal Academy

- we planned a 3-day trip with them to visit a **young people's advocacy group** in Newcastle in August
- supported their presentation at Perth in June for the **National Youth Philanthropy Initiative (YPI) event** where they were one of 4 projects selected to speak from across Scotland
- a **short film** of them speaking about the importance of young people being open and aware of mental health issues - for use in schools
- photo for the Northern Star paper
- school newsletter article on YPI event

Other Young Peoples Awareness Work

- We have shown the animation DVD at Nairn Academy
- HUG members provided an awareness session at Highland Youth Voice as part of the establishment of SPEAK this is me
- HUG members provided a series of awareness sessions with Young People in Badaguish, Ullapool and Lairg as part of the establishment of SPEAK this is me

Live life well

In partnership with the Highland Senior Citizens Network we worked on their "Care Monologues" project. A DVD and training pack is planned for later in the year.

PEOPLE FIRST HIGHLAND

Challenging the stigma and discrimination faced by people with a learning disability is integral to the work of People First Highland and runs through everything that we do. Some of the ways that we have confronted discrimination and attempted to influence others' perceptions over the last 12 months include:

Mental Health Officer training

We undertook an awareness raising session for trainee Mental Health Officers to highlight some of the challenges faced by people with a learning disability and how these challenges can affect their mental health.

To highlight the difference a positive experience can have to a negative one, we engaged the trainees in a game of Snakes and Ladders, where landing on a ladder resulted in a positive life experience (such as getting a job), whilst landing on a snake caused a negative experience (such as losing touch with friends due to change in support arrangements).

Each time the counter landed on an 'experience', a People First Highland member spoke about their own and others' real life experiences of that particular issue.

The feedback received was that the session had been interesting, informative and enjoyable and the trainees had learned a variety of things, including practical information on policy and third sector agencies and had felt empathy for service users and had a greater understanding of the challenges they face in everyday life.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Facebook

People First Highland now has a Facebook page which publishes information about events, shares stories and photos and invites discussion and comment on relevant topics.

Internet access is an issue for many people with learning disabilities; however the page is proving to be a good way of spreading the word about People First Highland and its members.

Newspaper article

In the middle of 2013 we were disturbed to learn of an attack on one of our members whilst he was riding home along the canal on his bicycle. He was pushed to the ground and his bike was stolen.

People First Highland supported the gentlemen in question to tell his story to a local paper, highlighting the problems vulnerable people face in the community.

National Confidential Forum

People First Highland supported a group of members to take part in a consultation organised by the Scottish Consortium for Learning Disability about the National Confidential Forum. This is a new project to enable and support people who have experienced abuse whilst in institutional care to speak out.

The group discussed what would make them feel comfortable to share such personal and potentially painful experiences. What they said has been incorporated into a report from SCLD which has been shared with those who participated.

SPIRIT Aim b)

The advancement of citizenship and community development by strengthening the collective voice of people with learning disabilities, mental health problems and associated conditions and enabling them to express their own views and make their own decisions.

HUG

HUG represents the views of people with mental health problems; it acts as a collective voice for people with a mental health problems. The following are some of the ways HUG does this:

Branch meetings

Members' views and experiences have been expressed and gathered through meetings across the Highlands in local branches from Thurso to Fort William and Nairn to Portree, discussing:

- Involvement in See Me (Highland and Scotland)
- Older peoples network (Highland)
- Older people and mental health (Highland)
- Services for psychosis (Highland)
- Sectioning. (Highland and Scotland)
- VOX (Scotland)
- Work to date
- Any other issues

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

The second round of meetings looked at:

- Telehealth
- Advocacy
- Self-directed support
- Present services
- The TAG Units

“Thursday Think In”

Hug members participated in the Thursday Think In (a group principally consisting of members from the Inner Moray Firth area). In each meeting issues would be discussed and acted on, officials met, and consultation documents responded to. In addition, internal issues to do with the development and structure and direction of HUG are often discussed. The Thursday Think In met approximately 20 times with an average attendance of about 9 people.

Activities HUG members have been involved in on behalf of HUG

Members participated in mental health awareness raising, media work and DVD production, young peoples’ work, by speaking at conferences, by representing HUG’s views with politicians and officials, by helping with the Scottish recovery indicator tool, in creative expression and as board and advisory group members.

HUG members also participated in planning groups including the Mental Health Operations Group (NHS Highland & Highland Council), New Craigs in patient forum and community advisory group of the Northern Constabulary and the NHS rehabilitation services redesign group.

Advisory group

The HUG advisory group held meetings looking at work to date, its policies and representation continued to meet virtually and face to face over the year.

Communication

HUG established a Facebook page and twitter account.

Older people

The HUG ‘Live Life Well’ project started and included developing an initial stakeholders’ event with the Highland Senior Citizens network and work in increasing the involvement of HUG members it established an advisory group and carried out consultations, awareness events and focus group meetings.

Young people

Work continued on developing a voice for young people with mental health problems following a successful event in Tain run by young people as part of the Youth Philanthropy Initiative. It also included work with young people in the Black Isle and a presentation to Highland Youth Voice which resulted in the following work following a grant from See Me. Two stakeholders’ days, one initially involving a range of stakeholders and subsequent events involving only young people leading to the development of the advocacy group SPEAK.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

In this period SPEAK this is me and /or a HUG worker has

- Identified key issues
- Helped plan a stigma busting day at Tain Royal Academy
- Filmed a young person's experience of depression
- Planned awareness raising activities in a primary school
- Worked with young people in Nairn Academy around stigma and mental health
- Met with Nairn Youth Forum
- Given a presentation at a third sector conference

HUG members and volunteers helped raise awareness of mental health in the development of SPEAK with the young people involving young people from Wester Ross, Sutherland and Ross and Cromarty.

This established:

- Aims
- Name - SPEAK - Stigma Prevention (through) Experience, Advocacy and Knowledge.
- Discussed issues in mental health and the structure of the group

Promoting advocacy

A number of service user groups visited HUG.

Creative expression

The HUG creative writing group continued to meet and produce work. HUG also assisted with the 'Biscuit Tin', a writing group in New Craigs Hospital. It contributed articles for the Birchwood Silver Silence arts publication.

HUG Political Crafting Group

This group, supported by a HUG volunteer, meets once a month and has produced a range of arts and craft work. It has also contributed via the volunteer to an arts publication for New Horizons and See me.

Nature Walk and Wellbeing Group

This group gathers to look at wellbeing and the outdoors environment with the Scottish Waterways Trust. It intends to produce writing, photography and art work to highlight the importance of the natural environment when looking at wellbeing.

Design and development of Personality Disorder Services

HUG members participated in the development of the personality disorder service leading to the launch of a day service called CAS – Coping and Succeeding in 2013.

Volunteers

HUG members began to take on the role of formal volunteers with specific areas of responsibility including work on peer support, welfare reform, IT, prisons work, creative expression, young people's work, exhibition work, representation work, local work, environmental work. There are now 8 volunteers who receive support and supervision while carrying out their work independently. Regular group meetings are beginning to be held and job descriptions have been prepared.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Parents whose children have been taken into care

After contact with a young mother whose child was taken into care we have established a small group looking at this subject.

So far it has:

- decided what it wants to do
- recorded stories on the subject
- met with a local MSP
- developed aims and objectives

Patients Council

We held a meeting about re-establishing a patients' council in New Craigs for February following demand from members and a meeting with management at New Craigs.

Connections beyond HUG

We met to talk about HUG with New Horizons Borders and to discuss joint and national work.

Older people

- HUG delivered three presentations on mental health at the Highland Senior Citizens Network Annual Conference and held workshops about the development of an older people's network of people with mental health problems. The conference was attended by 100 people. There was coverage in the press and older people joined the HUG network.
- Consultations were carried out on issues affecting older people with mental health problems and how to establish an older people's network in the HUG branch meetings. This involved 131 people.
- HUG held meetings in two care homes and established an older people's wellbeing group in each one.

HUG Advisory group

SPIRIT Advocacy have held a joint away day in April with both advisory groups to look at current policies and procedures in need of development. These include – lone working, roles and responsibilities, confidentiality, codes of conduct, behaviour and boundaries. These are being written up.

The SPIRIT board, HUG advisory group and others have held a session on marketing as part of business planning and are holding a session on social media as part of business planning.

HUG advisory group has been involved in (via email) at looking at a social media policy and a confidentiality for volunteers policy.

HUG members (90) and the advisory group have agreed priorities for future work and ways of working for the business plan.

PEOPLE FIRST HIGHLAND

In addition to the usual group meetings, the following are some of the ways the collective voice of people with learning disabilities has been strengthened over the last year:

New groups

Two new groups have been established this year:

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Young people's group

The aims of this group for 16 – 30 year olds are:

- Make friends
- Learn new skills
- Be in control of your life
- Have a voice
- Have fun

The group met initially to socialise and get to know each other and are planning a debate about the independence issue with senior politicians for just before the referendum vote.

Craft group.

This group was started to enable those members who might have difficulty verbalising their opinions. So far, they have produced Christmas cards and felted soaps which were sent to local councilors and policy makers along with pertinent messages from the local group; a poster to help people keep safe at home; and have designed a new logo for People First Highland.

The Voice

This is a bi-monthly bulletin, e-mailed to just under 300 people, reporting on the work and views of People First Highland and its members. The first editions included comments on employment, benefits, where they live, and friends.

Business Planning

In order to ensure that the SPIRIT business plan truly reflects the views and wishes of the People First Highland members, a group of representatives, along with the SPIRIT board, spent two days discussing their vision for the future and their work priorities for the forthcoming 3 years.

These priorities have been incorporated into the business plan and work has begun on the issues identified for the first year.

Learning Disability Improvement Group

Over the year, a representative of People First Highland, supported by the worker, has attended meetings of the Learning Disability Improvement Group to feed in the issues facing our members.

Over the next year, there are plans to strengthen and increase service user participation in this strategic group.

Aim c)

The promotion of positive mental health and wellbeing of people with learning disabilities, mental health problems and related conditions.

HUG

HUG members promote positive mental health through their awareness raising activities mentioned under aim a). By giving testimony about their mental health and discussing what improves it they improve their own wellbeing and help participants improve their wellbeing. Anti-stigma activities carried out with young people in schools all promote wellbeing among young people.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Media work and public activities we have been involved in, such as the Scottish Arts and Mental Health Film Festival, all promote wellbeing. The HUG creative writing group and political crafting group activities all promote wellbeing, the HUG creative writing being especially important in promoting the wellbeing of its members. The nature walk group promotes wellbeing and allows more informal discussion of issues.

Skills Development

Listening Skills

HUG members attended listening skills sessions provided by Acorn listening service.

Mental health first aid course for young people.

A mental health first aid course was commissioned which was attended by HUG members and others.

Confidence Building and Public Speaking

8 HUG members attended this course:

Volunteers

- By volunteering we hope HUG members feel a greater sense of self worth and value and feel a sense of ownership and belonging with the group
- We have 7 volunteers working with HUG:
- We have set up 'work' descriptions, carried out PVG checks with most of them and arranged for volunteers meetings and regular supervision.

Areas of Work

Peer support

Our volunteer is now a member of the Scottish Recovery Network Strategy Group. He has completed WRAP facilitators training, advanced listening skills – paid for by NHS Highland – and will be completing mindfulness facilitators training paid out the HUG activities fund. These skills will be a way of gaining a broad range of qualifications that may ultimately be part of a basket of skills a peer supporter might have. Penumbra have agreed for him to shadow workers on one of their projects. He also played a key role in the recent NHS Highland seminar on peer support attended by about five other HUG members.

Welfare Reform

Our volunteer has prepared a list of case studies and ideas in support of Jackie Bailey's Bill to prevent the eviction of people in arrears with the 'bedroom tax'.

She co-ordinated the interviews of four HUG members by BBC Alba on the 'bedroom tax' and universal credit. She gave a joint presentation with a HUG worker on our work around welfare reform to the Citizens Advice Scotland Highland meeting in January.

Chinese community

We have approached a representative of the Chinese community to see if they would like to do some joint work with a volunteer who speaks Mandarin. We plan to take this further in 2014.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Prisons work

Our volunteer has spoken with NHS Highland, Advocacy Highland and Birchwood Highland about establishing collective advocacy in Porterfield. She has researched current developments in advocacy amongst the prison population in the UK and met prison officials and others to discuss the idea.

We hope to gain permission to go into the prison later in 2014.

Political crafting group

Our volunteer has continued to facilitate the political craft group. The group has sent presents (felted soap, earrings, greetings cards) and a letter to local MSPs and the cross parliamentary group on mental health resulting in two requests to meet by MSPs. She is going to concentrate on further expanding our work in creative expression this year.

Green spaces

A HUG member (who is not yet formally a volunteer) has written a HUG report on green space at New Craigs and is investigating funding to make the outside of the SPIRIT Advocacy office attractive – i.e. benches, hanging baskets, mosaics.

Parents and children

A new HUG Volunteer is going to volunteer to set up this group of parents who have had their children taken into care due to a mental illness. So far we have had two meetings with four people affected by this and have met one MSP to discuss the issue.

Young People

Two volunteers assist with the development of the SPEAK group.

Exhibitions

A volunteer has taken on responsibility for running the HUG stand.

Mainstreaming Mental Health

Two HUG volunteers have participated in delivering this course.

HUG Volunteers have attended a number of committees and groups in this time including the

- Inpatient forum
- Mental health operations group
- Mental welfare commission advisory group
- Mental welfare commission interviews for the new executive director
- Patient safety program meetings
- Highland Police Scotland community advisory group
- Lochaber LIG
- Recovery special interest group
- Early intervention in psychosis group
- Telehealth group

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

People First Highland

Many people with learning disabilities suffer from low self-esteem and lack of confidence. Being part of People First Highland enables them to explore and grow their skills and confidence at a pace that suits the individual.

Some are very happy to participate in meetings with professionals, whilst others find a 'voice' through arts and crafts. All these activities are designed and structured in a way that validates the individual, leading to an increased sense of self-worth, which in turn increases mental well-being.

Examples of confidence building participation include being involved in:

- Focus groups, e.g. the National Confidential Forum; the Highland Council website; NHS easy-read benefits leaflet.
- People First Highland business planning
- The SPIRIT and SLAD Board of Directors
- Training professionals such as mental health officers
- The Self Directed Support Advisory Group and developing training for other service users
- Attending the LD Improvement Group and Police Community Advisory Group meetings
- Interviewing for support and other staff
- Craft making to illustrate collective issues, and having this work acknowledged

Aim d)

Improve the lives and experiences of people with learning disabilities, mental health problems and related conditions.

HUG

HUG has been seeking to improve the lives of people with mental health problems by raising issues collectively and acting as a voice for their community. In this year a sample of the issues raised include:

Welfare Reform

This has been identified as a key priority in HUG:

- After the successful work with the 'bedroom tax' HUG is moving on to address issues around ATOS, medical assessments, universal credit and PIP
- HUG members ran a workshop on welfare reform at a National NHS Conference on the Health implications/response to welfare reform
- HUG members appeared on a BBC Alba News item on welfare reform, particularly universal credit and the 'bedroom tax'
- We have one volunteer working on this subject and three other volunteers supporting her.
- A HUG member gave a speech on the 'bedroom tax' at a rally attended by about 60 other people. With four HUG members in support.
- A HUG volunteer attended meetings of the "stop the bedroom tax group".
- We have established links with Acumen and New Horizons Borders who are also working in this area.
- We are participating in the Citizens Advice Scotland group that looks at these issues.
- We held a Thursday think in meeting with a Highland councillor on the subject who was interested in regular updates from us. Ten members attended.
- We held a meeting with the same Highland councillor which resulted in intimidating letters that were being sent to tenants in arrears with the 'bedroom tax' have been withdrawn.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

- The same Highland councillor is trying to get access to library computers to match up with the time needed to fill in a benefits form.
- North Scotland SASW have suggested joint work on a Highland welfare reform conference.

Consultations

Other policy areas we have responded to include:

- Rehabilitation redesign
- New Craigs bed usage
- Strategic and management direction of See Me
- We have a volunteer leading on peer support who is also liaising with NHS Highland.
- Proposed smoking ban in the grounds of psychiatric hospitals.
- Sectioning and the influence of WNUSP on global policy.

Thursday Think In

Discussion in meetings of the Thursday Think In included:

- Domestic abuse – with Inverness Women's Aid
- Sectioning
- Bed use in New Craigs
- NHS Highland website and medication
- HUG DVD
- Equalities training
- Confidence raising business plan
- Telehealth
- Self-directed support
- Smoking ban in Hospital
- Depression cake project
- Observation levels
- Visit from In Care survivors
- Visit from New Horizons Borders
- Visit re New Craigs green space
- Visit from OT to discuss early intervention in psychosis
- Visit from student looking at stigma
- Visit from Mental Welfare Commission
- Visit from a student nurse
- Pharmacy services for people with a mental illness
- Green spaces
- Transport to New Craigs
- Watching an animation on the state hospital
- Discussing the drug and alcohol report with NHS Highland
- Welfare reform
- Seclusion
- Patients council
- Human rights

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

- Mental health act
- CAB
- Doodle art
- Holistic health
- Complementary therapies
- Digital records
- Changing psychiatrist
- Filming project

Rehabilitation redesign

We have participated in this redesign process. A HUG member attended the meetings until the group finished meeting.

Inpatient forum

A HUG member has attended these meetings with occasional support from a HUG worker.

Self Directed Support

We have continued to participate in these meetings and have produced a draft report on the subject.

Police

We participate in the Highland Police Community Advisory Group and the Police Scotland Interim Community Strategic Advisory Group.

Telehealth

We commissioned a consultant to do work on this subject. Focus groups were held and interviews held. A report has been produced and is still to be discussed within the NHS.

Consultation

HUG members were visited and consulted on:

- Human rights and mental health – for the Mental Welfare Commission
- Same day services –for NHS Highland
- Peer support – for NHS Highland
- Tele health – for NHS Highland
- Carers and mental health - for VOX
- Suicide and self-harm strategy – for VOX
- S.D.S.
- Welfare reform and a bill to prevent eviction arising from arrears in ‘bedroom tax’
- Telehealth
- The amendments to the 2003 Mental Health (Scotland) Care and Treatment Act.
- The Mental Health Strategy – we are represented on the National implementation group and the carers and families group.
- We are represented on the commitment one team set up by the Mental Health Foundation and Scottish Government
- We are represented on the National Schizophrenia Review
- We have a volunteer on the SRN strategy group
- We are helping write a chapter on a book on detention
- We have been asked to contribute to the National Preventive Mechanism conference in Bristol on detention

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

Domestic abuse

HUG members met with VOX to discuss joint work on this subject.

- Visit from a student nurse
- Pharmacy services for people with a mental illness
- Green spaces
- Transport to New Craigs
- Watching an animation on the state hospital
- Discussing the drug and alcohol report with NHS Highland
- Seclusion

Sr1 2

We continued to do some limited work in this area.

Lochaber LIG

A HUG volunteer facilitates and supports this group.

Environment and activities group

We attended this group until it stopped meeting.

Patient safety group

Two HUG members have been very involved in this group.

Special interest group in psychosis

A HUG member attends this group.

Reports

These are one of the key ways of expressing our opinions

- **Open spaces – open minds** – a report written by a HUG member has been completed and distributed.
- **See Me** – this report has been completed and passed to See Me.
- **Alcohol tobacco and mental health** report has been distributed with positive comments from NHS Highland. A meeting has been arranged with NHS Highland to discuss it. Dundee Service Users Network have asked to use it in work they are doing
- **Self-stigma and social inclusion** reports have been distributed.
- **Peer support** report involving 112 people has been completed but needs designed. It has been sent out in advance to key people.
- **Same day and hospital services** report involving 112 people has been completed but needs designed. it has been sent out in advance to key people
- **Boundaries** report involving 112 people is in the final draft stages.
- **Detention** this report involving 67 people including, STUN, PLUS, Dundee, New Horizons is complete but needs designing - it will be sent out in draft form to key people.
- **Good practice in mental health.** This report involving 112 people is in draft form and has been sent to a variety of agencies for their input to complete it.
- **TAG unit;** Tag members and staff raised the issue of the future of TAG now that its European Funding is coming to an end. We visited each TAG unit with the exception of Thurso (where staff did their own consultation). A draft report has been sent to TAG and our worries raised with NHS Management.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

- Report on the **future direction of VOX** involving 56 people including STUN PLUS Perth, Dundee services users network and New Horizons Borders has been completed and agreed by the regional groups and passed to VOX

VOX

Developing an older person's network

Involving 133 people, this report is now complete and has been passed to the living life well project for action.

Older peoples issues

This report involving 133 people is now complete and has been passed to the living life well project for action.

People First Highland

As People First Highland is a collective advocacy organisation, the main way we seek to improve the lives of those with learning disabilities is by supporting them to raise and address the issues that affect them.

Priority areas of discussion this year have included:

- Welfare reform
- Employment
- Self Directed Support
- Where people live
- Mental health matters
- Scottish independence

These concerns will be addressed over the following year by:

- A user-led event focusing on the Keys to Life (the Scottish government strategy for learning disability services)
- A question and answer session about the referendum organised by and for people with a learning disability
- Continued support for the Self Directed Support Advisory Group
- A project looking at people with a learning disability who also have mental health issues
- A project to look at the correlation between where people live; how they spend their time and who with and their general health and well-being.

Other work undertaken which will help improve the lives of people with learning disabilities:

- Consultation on respite options and presentation at a NHS organised respite event
- Completion of a Teach Others course to enable the skilling up of service users in understanding money and financial matters.

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

FINANCIAL REVIEW

Principal funders

Principal funders for the year have been:

- NHS Highland and Highland Council

These organisations jointly fund our core collective advocacy and awareness raising work as listed in a three year service level agreement agreed between them and the board of trustees of SPIRIT Advocacy and are the subject of a 3 year Service level Agreement which runs to 31 March 2014.

They also funded our consultation on telehealth.

- Comic Relief

This funds our creative expressions work which is aimed at challenging the stigma and discrimination around mental ill health.

- See me

Funded the development of the SPEAK this is me group, as did the Youth Philanthropy initiative.

- See me

Funded our consultation on the future direction of See me with service users from around the country.

Income exceeded expenditure from funding resulting in a surplus of £37,093 for the year. Unrestricted reserves at 31 March 2014 were £33,764 and restricted reserves were £94,461.


INDEPENDENT EXAMINER

Daniel Palombo MA (Hons), CA has been re-appointed as independent examiner for the ensuing year.

Registered office:
Cromwell Villa
23 Lotland Street
Inverness
IV1 1ST

Signed by order of the trustees

MRS E LAW
Trustee


29 September 2014

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES AND
MEMBERS OF SPIRIT ADVOCACY**

YEAR ENDED 31 MARCH 2014

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 21 to 30.

To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our work, for this report, or for the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Spirit Advocacy 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 (the 2005 Act) and the Charities Accounts (Scotland) Regulations 2006 (as amended) (the 2006 Accounts Regulations). The charity's trustees consider that the audit requirements 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 2005 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 the 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; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 44(1)(b) of the 2005 Act and Regulation 8 of the 2006 Accounts Regulations and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



Daniel Palombo MA (Hons), CA
Independent examiner
27 Huntly Street
Inverness
IV3 5PR

.....29 September 2014

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	6,989	226,971	233,960	178,975
Incoming resources from charitable activities	3	<u>1,361</u>	<u>—</u>	<u>1,361</u>	<u>1,573</u>
TOTAL INCOMING RESOURCES		<u>8,350</u>	<u>226,971</u>	<u>235,321</u>	<u>180,548</u>
RESOURCES EXPENDED					
Charitable activities	4/5	—	(194,155)	(194,155)	(177,914)
Governance costs	6	<u>—</u>	<u>(4,073)</u>	<u>(4,073)</u>	<u>(3,446)</u>
TOTAL RESOURCES EXPENDED		<u>—</u>	<u>(198,228)</u>	<u>(198,228)</u>	<u>(181,360)</u>
NET INCOMING/ (OUTGOING) RESOURCES BEFORE TRANSFERS					
	8	8,350	28,743	37,093	(812)
Transfer between funds	9	<u>1,032</u>	<u>(1,032)</u>	<u>—</u>	<u>—</u>
NET INCOME FOR THE YEAR		<u>9,382</u>	<u>27,711</u>	<u>37,093</u>	<u>(812)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>24,382</u>	<u>66,750</u>	<u>91,132</u>	<u>91,944</u>
TOTAL FUNDS CARRIED FORWARD		<u>33,764</u>	<u>94,461</u>	<u>128,225</u>	<u>91,132</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 23 to 30 form part of these financial statements.

SPIRIT ADVOCACY COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2014

	Note	2014 £	2013 £
FIXED ASSETS			
Tangible assets	11	4,194	6,145
CURRENT ASSETS			
Debtors	12	778	2,998
Cash at bank and in hand		128,784	163,501
		129,562	166,499
CREDITORS: Amounts falling due within one year	13	(5,531)	(81,512)
NET CURRENT ASSETS		124,031	84,987
TOTAL ASSETS LESS CURRENT LIABILITIES		128,225	91,132
NET ASSETS		128,225	91,132
FUNDS			
Restricted income funds	15	94,461	66,750
Unrestricted income funds	16	33,764	24,382
TOTAL FUNDS		128,225	91,132

For the year ended 31 March 2014 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' 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 trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the members of the committee and authorised for issue on the29/9/14..... and are signed on their behalf by:


MRS E LAW

Company Registration Number: SC404409

The notes on pages 23 to 30 form part of these financial statements.

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2014**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Fund accounting

Funds held by charity are either

Unrestricted general funds -

General funds - General funds are unrestricted funds which are available for use at the discretion of the directors in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds - Designated funds comprise unrestricted funds that have been set aside by the directors for particular purposes.

Restricted funds - these are funds which can be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants that provide funding of a general nature, are recognised where there is an entitlement, certainty of receipt and the amount can be measured with sufficient reliability.
- Investment income is recognised on a receivable basis.
- Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in this category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2014**

1. ACCOUNTING POLICIES *(continued)*

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 expenditure to which it relates.

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

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of resources. Costs relating to a particular activity are allocated directly, others are apportioned on a appropriate basis e.g. floor areas, per capita or estimated usage as set out in the notes.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment - 25% straight line
Fixtures & Fittings - 25% straight line

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations				
Donations	3,822	—	3,822	3,940
Grants receivable				
Highland Council	—	76,738	76,738	76,738
NHS	—	97,849	97,849	77,297
Comic Relief	—	41,684	41,684	20,000
Highland Cross	—	—	—	1,000
See Me Alliance	3,167	8,500	11,667	—
Choose Life	—	1,700	1,700	—
Caring & Sharing	—	500	500	—
	<u>7,232</u>	<u>226,971</u>	<u>233,960</u>	<u>178,975</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
HUG Income	<u>1,361</u>	<u>1,361</u>	<u>1,573</u>

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Comic Relief	20,199	20,199	25,615
People 1 st	35,989	35,989	32,437
HUG	88,271	88,271	97,062
NHS Highland User Group	12,500	12,500	—
NHS WRAP	1,590	1,590	—
See Me	4,446	4,446	—
Support costs	31,160	31,360	22,800
	<u>194,155</u>	<u>194,155</u>	<u>177,914</u>

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Support costs	Total Funds 2014	Total Funds 2013
	£	£	£	£
Comic Relief	20,199	—	20,199	25,615
People 1 st	35,989	10,552	46,541	39,976
HUG	88,271	20,608	108,879	112,323
NHS Highland User Group	12,500	—	12,500	—
NHS WRAP	1,590	—	1,590	—
See Me	4,446	—	4,446	—
	<u>162,995</u>	<u>31,160</u>	<u>194,155</u>	<u>177,914</u>

6. GOVERNANCE COSTS

	Restricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Accountancy fees	3,802	3,802	2,541
Board expenses	271	271	796
Costs of trustees' meetings	—	—	98
Interest payable	—	—	11
	<u>4,073</u>	<u>4,073</u>	<u>3,446</u>

7. ANALYSIS OF SUPPORT COSTS

	People 1st	HUG	Total 2014	Total 2013
	£	£	£	£
Staff costs	3,242	6,486	9,728	4,564
Premises	4,943	9,914	14,857	12,383
Communications and IT	1,447	2,837	4,284	4,694
Other costs	920	1,371	2,291	1,354
	<u>10,552</u>	<u>20,608</u>	<u>31,160</u>	<u>22,995</u>

8. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2014	2013
	£	£
Staff pension contributions	1,440	1,560
Depreciation	<u>2,640</u>	<u>2,467</u>

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2014**

9. FUND TRANSFERS

During the year £1,050 was transferred from the Highland Cross fund to cover the depreciation charge on fixed assets.

During the year £462 was transferred from the Tesco Charitable Trust fund to cover the depreciation charge on fixed assets.

During the year £480 was transferred to the NHS WRAP fund from unrestricted funds to cover the deficit at the year end.

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2014	2013
	£	£
Wages and salaries	114,577	107,328
Social security costs	10,407	10,090
Other pension costs	1,440	1,560
	<u>126,424</u>	<u>118,978</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Number of production staff	<u>5</u>	<u>5</u>

No employee received remuneration of more than £60,000 during the year (2013 - Nil).

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

11. TANGIBLE FIXED ASSETS

	Computer Equipment £	Fixtures & Fittings £	Total £
COST			
At 1 April 2013	5,189	4,681	9,870
Additions	688	—	688
At 31 March 2014	<u>5,877</u>	<u>4,681</u>	<u>10,558</u>
DEPRECIATION			
At 1 April 2013	2,233	1,492	3,725
Charge for the year	1,469	1,170	2,639
At 31 March 2014	<u>3,702</u>	<u>2,662</u>	<u>6,364</u>
NET BOOK VALUE			
At 31 March 2014	<u>2,175</u>	<u>2,019</u>	<u>4,194</u>
At 31 March 2013	<u>2,956</u>	<u>3,189</u>	<u>6,145</u>

12. DEBTORS

	2014 £	2013 £
Trade debtors	197	—
Prepayments	581	2,998
	<u>778</u>	<u>2,998</u>

13. CREDITORS: Amounts falling due within one year

	2014 £	2013 £
PAYE and social security	2,990	2,733
Accruals	2,541	78,779
	<u>5,531</u>	<u>81,512</u>

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

14. DEFERRED INCOME

	2014 £	2013 £
Balance at 1 April 2013	76,738	0
Amount released to incoming resources	(76,738)	0
Amounts deferred in the year	0	76,738
	<u>0</u>	<u>76,738</u>
Balance at 31 March 2014	<u>0</u>	<u>76,738</u>

Deferred income relates to grants paid in advance for the year ending 31 March 2014.

15. RESTRICTED INCOME FUNDS

	Balance at 1 April 2013 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2014 £
Comic Relief	5,744	41,684	(20,998)	—	26,430
People 1 st	5,975	76,738	(48,950)	—	33,763
HUG	42,433	76,739	(109,744)	—	9,428
Highland Cross Grant	3,098	—	—	(1,050)	2,048
Tesco Charitable Trust	1,538	—	—	(462)	1,076
Gruntvig	7,962	—	—	—	7,962
See Me	—	8,500	(4,446)	—	4,054
Choose Life	—	1,700	—	—	1,700
NHS Highland User Group	—	20,000	(12,500)	—	7,500
NHS WRAP	—	1,110	(1,590)	480	—
Caring & Sharing	—	500	—	—	500
	<u>66,750</u>	<u>226,971</u>	<u>(198,228)</u>	<u>(1,032)</u>	<u>94,461</u>

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 April 2013 £	Incoming resources £	Transfers £	Balance at 31 March 2014 £
General Funds	<u>24,382</u>	<u>8,350</u>	<u>1,032</u>	<u>33,764</u>

**SPIRIT ADVOCACY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
Comic Relief	—	26,430	26,430
People 1 st	335	33,428	33,763
HUG	886	8,542	9,428
Highland Cross Grant	2,048	—	2,048
Tesco Charitable Trust	925	151	1,076
Gruntvig	—	7,962	7,962
See Me	—	4,054	4,054
Choose Life	—	1,700	1,700
NHS Highland User Group	—	7,500	7,500
Caring & Sharing	—	500	500
	<u>4,194</u>	<u>90,267</u>	<u>94,461</u>
Unrestricted Income Funds	—	33,764	33,764
Total Funds	<u>4,194</u>	<u>124,031</u>	<u>128,225</u>

18. RELATED PARTY TRANSACTIONS

Two trustees were reimbursed a total of £139 (2013: £102) for expenses incurred while carrying out their duties.

The trustees neither received nor waived any emoluments during the year.

No trustee, or person related to the charity, had any personal interest in any contract or transaction entered into by the charity during the year.

19. COMPANY LIMITED BY GUARANTEE

Spirit Advocacy is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.