



Smile Scotland SCIO

Scottish Charity No – SC044981

Annual Report and Financial Statements

For the year ended 31 March 2016

Trustees' Annual Report

For the year ended 31 March 2016

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 March 2016.

Reference and Administrative Information

Charity name

Smile Scotland (SCIO)

Charity no

SC044981

Address

171 Hardgate, Aberdeen. AB11 6YB

Current Trustees

Angela Allan	Chair
Billy Buchan	Secretary
Irene Milne	Treasurer
Clive Hampshire	
John Weatheritt	

Structure, Governance and Management

Constitution

Smile Scotland started in July 2014 with OSCR granting us charitable status. The Charity is a Scottish Charitable Incorporated Organisation (a SCIO).

The charity has a single tier structure and as such the trustees are the members of the charity.

The board, which currently meets as and when required, are the charity's trustees. Trustees are elected at the annual general meeting which will be held in September. There must be a minimum of three and a maximum of eight trustees.

Objectives and Activities

Charitable purposes

We will empower people in Scotland with the skills, knowledge, confidence and experience to overcome the barriers that they face when getting into, or sustaining employment. We are doing this in order that they can avoid living in poverty and can sustain positive mental and physical health and well-being. Through education and training, discriminating factors such as mental ill-health; physical ill-health and disability; additional learning and support needs; criminal backgrounds; and homelessness will be overcome.

Activities

Education

Understanding all aspects of the workplace, including Health & Safety.

Understanding the needs and expectations of employers, colleagues, customers and self.

Recognising barriers to employment and how to overcome them in order to sustain employment.

Making use of positive, solution-focussed approaches with short, medium and long term goal setting and achieving.

Writing CV's and application forms.

Preparing and practicing for interviews.

Training

Customer Services – appearance, manner and implementation of our values in all areas of work experience.

Building on-the-job knowledge, skills, experience and confidence in one or more areas of interest:

Procurement – Buying on-line, at auction, and face to face at various venues.

Deliveries – van driving, collection and delivery of goods, manual handling.

Furniture restoration – clean, restore and polish household goods, glassware, furniture and antiques.

Retail – pricing, merchandising, customer care and awareness, sales and end of day reconciliation, and delivery arrangement.

Support

Advice and guidance, and empathy from a member of staff at all times when in Education, Training and employment.

Follow up assistance once in employment to ensure sustainability, for as long as is required.

Achievements and Performance

Clients

Since our last report we have directly supported 174 adults within our charity.

We supported 1 adult to engage in a Work Placement with us while completing a prison sentence at HMP&YIO Grampian.

Through Aberdeenshire Council Employability Team, and self-referrals we supported 3 adults with mental health issues, 1 of which has been able to sustain a work placement with us. He currently struggles to sustain employment.

11 adults have come to us through Aberdeen City Council Unpaid Work Team, they have worked through Fiscal Work Orders which support diversion from prosecution and enable adults to sustain employment by avoiding a criminal record.

We have supported 22 adults from the Aberdeen City Council Unpaid work team, providing them with an opportunity to complete Community Payback Orders, and an additional 138 who were able to support us with half or full day placements to fulfil some of the hours in their Orders.

New Volunteers

We have successfully recruited 4 new volunteers, one who has already begun and three who plan to begin in mid-August/ early September, as their children begin into the new school year, and we move premises.

Premises

Later than planned we have now moved premises. Having opened our doors on Broomhill Road in late August.

Having unsuccessfully aimed to move to a couple of different premises on Belmont Street, we are now, thanks to the support of our current landlord, about to move into a premises that we looked at a few years ago. It has sat empty for all that time, but was unavailable to us back then.

The development of an on-line presence, through a website, Facebook and Twitter, has been of benefit to partner agencies to find out more about us before referring clients, and for self-referrals and customers. Facebook has grown to having over 1000 likes, and Twitter has got off to a start with 16 followers.

Financial review

Our main source of funding is through shop sales, with a small amount being raised in donations.

Two successful funding applications have been made, with substantial donations in resources, training and funding made by one benefactor. Two unsuccessful funding applications were also made across the year. The main aim to secure funds this year has been to purchase coffee shop equipment and help to decorate the new premises.

Plans for future period

The aim of the move is to increase the footfall in the shop. There are two motivations for this, the primary one is to increase the workload to enable us to take on more clients. Secondly, to increase our income in order to employ additional staff who have the skills we require to support, develop and tutor our clients. We will be developing a coffee shop in order to expand the range of experiences we can offer to our clients. We would also hope that new premises are more conducive to developing Storm as a Therapy Dog for our clients.

We also plan to lease a new van, as our reliance on Clive's own van has meant he now needs to replace his personal vehicle.

Acknowledgements

Big thanks must go to Trustees Irene and Clive, without them both this charity would not have begun, or thrived as quickly as it has. Thanks also to Clive for the constant use of his van. Thanks to Trustees John and Billy for ICT and admin that would just not have happened without them. Finally, our thanks to everyone who provided donations, support and advice in particular to Sandy Stephens for paint, first aid training and funding for a coffee machine. We're all looking forward to that being bought and installed!



Angela Allan
Chair of the Board of Trustees

Statement of Receipts and Payments for the year ended 31March 2016

	Year Ended 31/03/2016	Year ended 31/03/2015
Receipts		
Donations	1060	2610
Receipts from charitable Activities		
- Shop sales	49638	24903
- Ebay Sales	2279	0
- Auction Sales	0	151
- Rent Income	5492	3225
- Commission received	525	531
Gift Aid	2835	1714
Total receipts	<u>61829</u>	<u>33134</u>
Payments		
Cost of charitable activities	64320	28244
Purchase of equipment	0	52
Total payments	<u>64320</u>	<u>28296</u>
Surplus/(Deficit) for the year	(2491)	4838
Surplus/(Deficit) for the year	<u>(2491)</u>	<u>4838</u>

Statement of Balances - As at 31 March 2016

	Year Ended 31/03/2016	Year Ended 31/03/2015
Opening cash at bank and in hand	4838	-
Surplus/(Deficit) for the year	(2491)	4838
Closing cash at bank and in hand	<u>2347</u>	<u>4838</u>

Bank and Cash Balances

Business current account	2247	4738
Till float	100	100
	<u>2347</u>	<u>4838</u>

Other assets

Shop stock	3807	3766
	<u>3807</u>	<u>3766</u>

Liabilities

Wages	509	609
	<u>509</u>	<u>609</u>

Notes to the accounts - for the year ended 31 March 2016

1 Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

During the year the charity received unrestricted donations of £1,060.

3 Related party transactions

One Trustee is paid as a part time member of staff. One Trustee is paid as full time, self-employed. No other remuneration was paid to the trustees or any connected persons during the year.

4 Cost of charitable activities

	Total 2016	Total 2015
Staff Costs	8372	2246
Consultancy Fees	8700	0
Rent, Rates, Heat & Light	12237	7397
Insurance	2389	0
Telephone & Internet	685	360
Travel & Transport	2641	271
Credit Card Processing Fees	587	367
General shop stock	26335	16396
Advertising	358	400
Subscriptions	0	76
Shop Costs	400	217
Stationery & Postage	288	59
Accounting Costs	673	0
Miscellaneous Costs	655	455
	<u>64320</u>	<u>28244</u>

Smile Scotland SCIO

Independent Examiner's Report Year ended 31/03/2016

Independent Examiner's Report to the Trustees of Smile Scotland SCIO

I report on the financial statements of the Smile Scotland SCIO ("the charity") for the year ended 31/03/2016 which are set out on pages 1 to 5.

Respective responsibilities of Trustees and Examiner

The Charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 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:
 - (a) to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - (b) to prepare accounts which agree with the accounting records and comply with Regulation 9 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.

Signed:



Date: 6th July, 2016

Name: Mrs Elaine B McLennan MCIBS, FIAB

Relevant professional qualifications or body: Member of the Chartered Institute of Bankers in Scotland, Fellow of the International Association of Book-keepers

Address: 25 Hopecroft Drive, Bucksburn, Aberdeen, AB21 9RJ