

# **MOVING ON WITH LIFE & LEARNING**

---

## **FINANCIAL STATEMENTS FOR THE PERIOD**

**1<sup>ST</sup> JANUARY 2009  
TO  
31<sup>ST</sup> DECEMBER 2009**

**Charity Registration No. 1117621**

## **MOVING ON WITH LIFE & LEARNING TRUSTEES' REPORT FOR THE PERIOD ENDED 31<sup>ST</sup> DECEMBER 2009**

---

We have pleasure in presenting the trustees' Annual Review for the period to 31<sup>st</sup> December 2009:

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**

<u>Legal Status</u>	Moving On With Life & Learning is a charity registered on 18 <sup>th</sup> January 2007, with the number 1117621. The trust deed, its governing document, was established 25 <sup>th</sup> May September 2006.
<u>Board of Trustees</u>	During the year Members of the Board of Trustees were as follows:
<u>Chair</u>	Mrs Christine S. Wardle
<u>Other Members</u>	Miss Donna J. Anderson (Treasurer) Miss Elspeth Mclean Mr Navin Kikabhai Ms Echo Yeung Mrs Violet Devonport
<u>Principal Office</u>	Room 131, Eleanor Rathbone Building Bedford Street South, Liverpool, L69 7ZA
<u>Accountants</u>	Liverpool Charity and Voluntary Services, 151 Dale Street, Liverpool, L2 2AH
<u>Bankers</u>	HSBC Bank plc Liverpool University Branch, 7 Oxford Street, L7 7BJ

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

The Charity is governed by a Trust Deed dated 25<sup>th</sup> May 2006. It is registered as a charity with the Charity Commission. As set out in its governing document, there must be at least three Trustees. Apart from the first trustees, every trustee must be appointed by a resolution of the trustees passed at a special meeting.

The Board meets regularly throughout the year and attends to all strategic and operational matters.

### **OBJECTIVES AND ACTIVITIES**

The Charity works with adults with learning disabilities and/or mental health issues in a respect-based, person-centred environment. It supports them to identify their goals and help them find ways to achieve their ambitions, whether this be independent living & travel, self-esteem, building meaningful relationships, finding a job etc.

The objects of the Charity are as follows:

- i. the advancement of education of people with learning disabilities and /or mental health issues, their families and carers in particular by the provision of training, education and other services.
- ii. To promote any other charitable purpose for people with learning disabilities and/or mental health issues in particular by the provision of an advocacy service.

### ***Public Benefit Statement***

In planning our activities we have considered guidance from the Charity Commission to ensure we meet our public benefit requirements.

# MOVING ON WITH LIFE & LEARNING TRUSTEES' REPORT FOR THE PERIOD ENDED 31<sup>ST</sup> DECEMBER 2009

---

## ACHIEVEMENTS AND PERFORMANCE FOR THE PERIOD

Moving On With Life & Learning (MOWLL) is an organisation which supports people with a learning disability and/or mental health issues who have experienced exclusion from education, employment or their community.

MOWLL have gone from strength to strength, despite a very small team for most of the year we have delivered on all our promises and continue to develop new projects.



### 1. **Keys4Potential:**

- Sandfield School has been a huge success with positive evaluation from the learning mentors. Sandfield will be attending the Keys4...? event in February 2010.
- Ashfield BankView School – motivational programme starts on Friday 4 December 2009



### 2. **If You Notice this Notice.....!**

Application to Liverpool City Council “Grass Roots Innovators” has been successful – the completed work will start its publicity journey in the Management School in October 2009.



### 3. **Keys4...? February 2010**

Funding has been confirmed from Liverpool City Council and Connexions/ 14-19 Partnership. The event is now a Personalisation and Life after School market place, bringing together the public and voluntary sector sharing what services they offer to delegates.

Nicholas Baskerville will be hired as the events Manager, whilst Becky has volunteered as artistic mentor. We hope to have support of two Social Policy students through Interchange to provide an academic evaluation.

We are looking for sponsors and partners for workshops.

**4. DaDa Fest**

Self Advocates from MOWLL worked over 6 weeks to put together a workshop which was held on 26 November 2009 and was a resounding success. The Thursday Self Advocates all went and had a great time. Peer Advocates are being paid for their time by DaDa. On the same evening, the Magic Mirror Ball was held at the Tate, Liverpool. Peer Advocates were part of the organising team for this. It was another big success with a large turnout from MOWLL.



**5. Routeways to Employment**

MOWLL were major contributors to the successful Routeways Celebration of Achievement Ceremony at Greenbank College on 3 December 2009. As part of our contract to provide Monitoring and Evaluation, we engaged the services of a video company and two artists to produce accessible and fun forms of feedback. Awards were presented to Routeways Trainees who had performed well and a MOWLL nominee was successful.

A Peer Advocate is going to sign up to Routeways as the last of our 10 contracted Trainees.

**6. PACTT members working with UR Consultancy**

Three Peer Advocates have been working with United Response to develop workshops in schools highlighting the effects of hate crime and what children can do stop it.

**7. Staff Training & Conferences**

Team members attended the NHS/Social Care conference on Friday 27 November 2009 – very informative as it related to mental health issues.

Peer Advocates attended the Mencap Wills and Trusts seminar on 24 November

On 25 November the Wednesday group plus staff attended a consultation at LACE on the Short Breaks proposals in Liverpool (which used to be known as Respite). Some very good feedback was given and noted by the Short Breaks Team (who include Laurence Clark).

**8. Funding Update:**

- Trusthouse - agreed £10,000 for running costs
- Modernisation Fund – agreed £10,000 for consortium development
- Lottery – should hear in April 2010
- Henry Smith – should hear by mid December
- Liverpool One Foundation - pending

# MOVING ON WITH LIFE & LEARNING TRUSTEES' REPORT FOR THE PERIOD ENDED 31<sup>ST</sup> DECEMBER 2009

---

## FINANCIAL REVIEW

Incoming resources for the year totalled £217,421 (2008: £188,115) of which £116,539 (2008: £113,434) related to funding for projects upon which restrictions are placed. Total expenditure for the period was £151,830 (2008: £160,824).

At 31<sup>st</sup> December 2009 charity's reserves stood at £144,065 (2008: £78,474) of which £29,125 (2008: £4,272) represented restricted funds. Details of each restricted fund are shown in Note 11 to the accounts.

### Risk management

The trustees regularly review the charity's policies, systems and controls to ensure that there are no risks to which the charity may become exposed.

### Reserves Policy

At any time, the charity is to keep enough reserves to enable it to meet its contractual obligations.

### Investment Policy

The Trustees have the power to invest any monies not immediately required for the charitable purposes of the company.

## PLANS FOR FUTURE PERIODS

After a momentous year developing links and delivering positive programmes our aim for 2010 is to further strengthen our projects and widen our links within the wider university community.

- Keys4...? will be delivered in February 2010, a one day market place to promote Personalisation and Transition in Liverpool. If successful we hope to run this as an annual event in partnership with the Liverpool City Council and Connexions 14-19 Partnership.
- Keys4Thought will be delivered to special schools; a Motivational Programme delivered with PACTT members to heighten aspirations to young disabled people in transition.
- Keys4Health sessions will be delivered to ten adults labelled with learning disabilities and be piloted at Liverpool John Moores University in February 2010.
- If successful with the Big Lottery we hope to recruit two more full time staff and therefore strengthen our programmes and outreach projects.
- We will continue to work with Routeways to Employment and aim to recruit two more members in 2010.
- MOWLL and Daisy UK will have strengthened PTO (Potential Thru Opportunities) in order to deliver CHILLAX SUMMERFEST in August 2010.

**Signed on behalf of the Board of Trustees**

.....  
**Mrs Christine S. Wardle**

**Chair**

**Date:**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
MOVING ON WITH LIFE & LEARNING Registered Charity No. 1117621**

---

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2009 which are set out on pages 6 to 13.

Respective responsibilities  
of trustees and examiner

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent  
examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 seeking explanations from you as 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 connection with 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

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.

Name: **Mr. Tom Singleton**

Relevant professional qualification or body: **ACA**

Address: **c/o LCVS**

**151, Dale Street, Liverpool, L2 2AH**

Dated: **2010**

# MOVING ON WITH LIFE & LEARNING

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31<sup>ST</sup> DECEMBER 2009

Income and Expenditure	Notes	Unrestricted Funds £	Restricted Funds £	Totals 2009 £	Totals 2008 £
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary income	2a	360	22,490	22,850	1,510
Activities for generating funds	2b	28,383	2,798	31,181	19,362
Investment income	2c	72	-	72	1,591
		-----	-----	-----	-----
		28,815	25,288	54,103	22,463
		-----	-----	-----	-----
Incoming resources from charitable activities	3	71,927	91,251	163,178	165,552
Other incoming resources	4	140	-	140	100
		-----	-----	-----	-----
<b>Total incoming resources</b>		<b>100,882</b>	<b>116,539</b>	<b>217,421</b>	<b>188,115</b>
		-----	-----	-----	-----
<b>Resources expended</b>					
Charitable Activities					
Governance Costs	5a	60,594	90,811	151,405	160,824
	5b	-	425	425	-
		-----	-----	-----	-----
<b>Total resources expended</b>		<b>60,594</b>	<b>91,236</b>	<b>151,830</b>	<b>160,824</b>
		-----	-----	-----	-----
Net (outgoing)/incoming resources before transfers		40,288	25,303	65,591	27,291
Transfers between funds		450	(450)	-	-
		-----	-----	-----	-----
<b>Net (outgoing)/incoming resources after transfers</b>		<b>40,738</b>	<b>24,853</b>	<b>65,591</b>	<b>27,291</b>
		-----	-----	-----	-----
Fund balances brought forward		74,202	4,272	78,474	51,183
		-----	-----	-----	-----
<b>Fund balances carried forward at 31<sup>st</sup> December 2009</b>	9-11	<b>£114,940</b>	<b>£29,125</b>	<b>£144,065</b>	<b>£78,474</b>
		=====	=====	=====	=====

The notes on pages 8 to 13 form part of these accounts. All the above amounts relate to continuing activities of the charity.

# MOVING ON WITH LIFE & LEARNING

*Balance Sheet as at 31<sup>ST</sup> DECEMBER 2009*

---

	Notes	2009		2008	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	6		607		1,740
<b>Current assets</b>					
Debtors	7	19,671		-	
Cash at bank and in hand		124,212		77,109	
		-----		-----	
		143,883		77,109	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	8	(425)		(375)	
		-----		-----	
<b>Net current assets</b>			143,458		76,734
			-----		-----
<b>Total assets less current Liabilities</b>			<b>£144,065</b>		<b>£78,474</b>
			=====		=====
<b>Funds:</b>					
			£		£
Unrestricted funds	9,10,11		114,940		74,202
Restricted funds	9,10,11		29,125		4,272
			-----		-----
			<b>£144,065</b>		<b>£78,474</b>
			=====		=====

Approved by the Board on: ..... 2010

**Mrs Christine S. Wardle, Chair**

**Miss Elspeth Mclean, Trustee**

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

---

**1. Accounting Policies**

***Basis of Accounting***

The accounts have been prepared under the historical cost accounting rules, and are in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

***Fixed Assets***

Capital expenditure is treated as a fixed asset and depreciated on the following bases in order to write off each asset over its estimated useful life:

Computer Equipment            33% per annum - straight line method

No value has been placed in the accounts on volunteer labour provided.

***Current Assets***

Current assets are stated at the lower of cost and net realisable value.

***Other Accruals & Prepayments***

Amounts are stated at the amounts becoming due or receivable.

***Grants Receivable***

Grants receivable are recognised on the date on which the donor confirms their unconditional payment.

***Resources Expended***

Charitable expenditure comprises services supplied and activities undertaken which are identifiable wholly or mainly in support of the charity's objectives. Governance costs relate to compliance with constitutional and statutory requirements and specifically include all costs incurred by the organisation to assist the trustees with fulfilment of their roles. Where appropriate, expenditure is apportioned on a reasonable and consistent basis.

***Taxation***

The income and gains of the funds are exempt from taxation as they are applied for charitable purposes only.

***Operating Leases***

Commitments under non-cancellable operating leases are charged to the Statement of Financial Activities when payable.

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

**2. Incoming Resources from Generated Funds**

	<b>Unrestricted Funds 2009 £</b>	<b>Restricted Funds 2009 £</b>	<b>Total Funds 2009 £</b>	<b>Total Funds 2008 £</b>
<b>a. Voluntary Income:</b>				
Donations for Notice this Notice Project	-	2,340	2,340	-
University of Liverpool	360	-	360	1,510
Keys4... Sponsorship Income	-	2,150	2,150	-
Lloyds TSB	-	10,000	10,000	-
Trust House Foundation	-	8,000	8,000	-
	----- 360	----- 22,490	----- 22,850	----- 1,510
<b>b. Activities for Generating Funds:</b>				
Bill's Book Sales	-	-	-	515
Ticket Income - Awards Ceremony	-	2,798	2,798	600
Trading Income	28,383	-	28,383	18,247
	----- 28,383	----- 2,798	----- 31,181	----- 19,362
<b>c. Investment Income</b>				
Bank Interest	72	-	72	1,591
	----- <b>£28,815</b>	----- <b>£25,288</b>	----- <b>£54,103</b>	----- <b>£22,463</b>
	=====	=====	=====	=====

**3. Incoming Resources from Charitable Activities**

	<b>Unrestricted Funds 2009 £</b>	<b>Restricted Funds 2009 £</b>	<b>Total Funds 2009 £</b>	<b>Total Funds 2008 £</b>
Liverpool City Council – Jigsaw Programme	-	-	-	52,118
Liverpool City Council	71,207	3,513	74,720	-
Merseyside Disability Federation	-	-	-	5,000
Barrow-Cadbury Trust	-	32,000	32,000	34,500
Learning Disability Development Fund	720	-	720	24,756
Esmee Fairbairn Foundation	-	25,611	25,611	24,867
Children In Need	-	-	-	19,977
Greenbank College Routeways Consortium	-	15,466	15,466	4,334
P.H. Holt	-	1,500	1,500	-
Liverpool PCT	-	3,161	3,161	-
Capacity Builders (Modernisation Fund)	-	10,000	10,000	-
	----- <b>£71,927</b>	----- <b>£91,251</b>	----- <b>£163,178</b>	----- <b>£165,552</b>
	=====	=====	=====	=====

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

---

**4. Other Incoming Resources**

	<b>Unrestricted Funds 2009 £</b>	<b>Restricted Funds 2009 £</b>	<b>Total Funds 2009 £</b>	<b>Total Funds 2008 £</b>
Other – Miscellaneous	<b>£140</b>	<b>£-</b>	<b>£140</b>	<b>£100</b>
	=====	=====	=====	=====

**5. Resources Expended**

	<b>Staff Costs 2009 £</b>	<b>Depreciation 2009 £</b>	<b>Other Costs 2009 £</b>	<b>Total 2009 £</b>	<b>Total 2008 £</b>
a. Costs of charitable activity	<b>£117,489</b>	<b>£1,133</b>	<b>£32,783</b>	<b>£151,405</b>	<b>£160,824</b>
	=====	=====	=====	=====	=====
b. Governance costs	<b>-</b>	<b>-</b>	<b>£425</b>	<b>£425</b>	<b>-</b>
	=====	=====	=====	=====	=====
	<b>2009 £</b>				<b>£</b>
c. Depreciation	<b>£1,133</b>				<b>£1,133</b>
	=====				=====

**Particulars of employees:**

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

	<b>2009</b>	<b>2008</b>
Charitable activities	4.5	5
	===	===

No employee received emoluments of more than £60,000 during the year (2008: Nil)

The Trustees are not remunerated for their services and are not included in the above number of employees.

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

---

**6. Tangible Fixed Assets**

	<b>Computer Equipment £</b>
<b>Cost</b>	
Balance at 1 <sup>st</sup> January 2009	3,399
Additions during the period	-
	-----
Balance at 31 <sup>st</sup> December 2009	<b>3,399</b>
	-----
<b>Accumulated Depreciation</b>	
Balance at 1 <sup>st</sup> January 2009	1,659
Charge for the period	1,133
	-----
Balance at 31 <sup>st</sup> December 2009	<b>2,792</b>
	-----
<b>Net Book Value at 31<sup>st</sup> December 2009</b>	<b>£607</b>
	=====
<b>Net Book Value at 31<sup>st</sup> December 2008</b>	<b>£1,740</b>
	=====

There were no material commitments at the period end.

All fixed assets are used in the direct charitable activities of the organisation.

**7. Debtors**

	<b>2009</b>	<b>2008</b>
General debtors	<b>£19,671</b>	<b>£ NIL</b>
	=====	=====

**8. Creditors**

	<b>2009</b>	<b>2008</b>
General creditors	<b>£425</b>	<b>£375</b>
	=====	=====

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

**9. Analysis of Net Assets between Funds**

	<b>Tangible Fixed Assets</b>	<b>Bank Balances</b>	<b>Other Net Current Assets/ (Liabilities)</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted Funds</b>				
General Fund	607	103,837	10,496	114,940
	-----	-----	-----	-----
<b>Restricted Funds</b>				
Awards Ceremony	-	391	-	391
Capacity Builders	-	9,488	-	9,488
Greenbank College Routeways Consortium	-	7,565	6,900	14,465
Liverpool Primary Care Team	-	3,161	-	3,161
Keys4... Sponsorship Payments	-	(2,980)	1,850	(1,130)
P.H. Holt	-	1,500	-	1,500
Liverpool City Council	-	750	-	750
Hemby Trust	-	500	-	500
	-----	-----	-----	-----
	-	20,375	8,750	29,125
	-----	-----	-----	-----
<b>Total Funds</b>	<b>£607</b>	<b>£124,212</b>	<b>£19,246</b>	<b>£144,065</b>
	=====	=====	=====	=====

**10. Unrestricted Funds**

**General Fund**

This fund is used to finance the charity's general activities and core costs as outlined in the Trustees' Report.

Movements in the Year

	Resources at Beginning of Year	Income for year	Expenditure for year	Transfers between Funds	Resources at End of Year
	£	£	( £ )	£	£
General Fund	£74,202	£100,882	(£60,594)	£450	£114,940
	=====	=====	=====	=====	=====

**11. Restricted Funds**

These are monies given to the charity to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

**Awards Ceremony:** All funds collected to be spent towards the associated costs of the Awards Ceremony.

**Baily Thomas Charitable Fund:** £500 towards friends of MOWLL.

**Barrow-Cadbury Trust:** £32,000 towards the Chief Executive's salary and associated costs.

**MOVING ON WITH LIFE & LEARNING**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD**  
**1<sup>ST</sup> JANUARY 2008 TO 31<sup>ST</sup> DECEMBER 2009**

**Capacity Builders:** £10,000 grant to cover the costs of meeting, drawing up a partnership agreement to form a partnership with Daisy UK (known as Potential Thru Opportunities or PTO) and setting up joint activities to work with children with disabilities in Liverpool.

**Esmee Fairbairn Foundation:** £25,611 towards the salary of a part-time tutor.

**Keys4... Sponsorship Payments:** all funds received are to be expended in the “Keys4...” project.

**Liverpool Primary Care Team:** £3,161 grant received towards delivering a health and wellbeing course.

**Lloyds TSB:** £10,000 grant received towards core running costs.

**Merseyside Disability Federation:** £5,445 grant received towards the Women of MOWLL Bite Back Project.

**P.H. Holt:** £1,000 grant received to cover the costs of new IT equipments.

**Tesco Charity Trust:** £1,500 grant received to cover the cost of replacing IT equipments.

**Trust House:** £8,000 grant received towards core running costs.

**Liverpool Charity & Voluntary Services:** £1,840 grant towards the costs of “Notice this Notice” project.

**Liverpool City Council:** £3,513 grant towards the costs of “Notice this Notice” project.

**Hemby Trust:** £500 grant towards the costs of “Notice this Notice” project.

	<u>Movements in the Year</u>				
	Resources at Beginning of Year	Income for year	Expenditure for year	Transfers between Funds	Resources at End of Year
	£	£	£	£	£
Awards Ceremony	-	2,798	(2,407)	-	391
Baily Thomas Charitable Fund	450	-	-	(450)	-
Barrow-Cadbury Trust	-	32,000	(32,000)	-	-
Capacity Builders	-	10,000	(512)	-	9,488
Esmee Fairbairn Foundation	-	25,611	(25,611)	-	-
Greenbank College Routeways	-	15,466	(1,001)	-	14,465
Keys4... Sponsorship Payments	-	2,150	(3,280)	-	(1,130)
Liverpool Primary Care Team	-	3,161	-	-	3,161
Lloyds TSB	-	10,000	(10,000)	-	-
Merseyside Disability Federation	3,322	-	(3,322)	-	-
P.H. Holt	-	1,500	-	-	1,500
Tesco Charity Trust	500	-	(500)	-	-
Trust House	-	8,000	(8,000)	-	-
Liverpool Charity & Voluntary Services	-	1,840	(1,840)	-	-
Liverpool City Council	-	3,513	(2,763)	-	750
Hemby Trust	-	500	-	-	500
	<u>£4,272</u>	<u>£116,539</u>	<u>£(91,236)</u>	<u>£(450)</u>	<u>£29,125</u>

**12. Operating Lease Commitments**

There were no financial commitments under non-cancellable operating leases.