Moving On Employment Project Limited

(a company limited by guarantee)

UNAUDITED REPORT AND FINANCIAL STATEMENTS

for the year ended

31 March 2026

Company Registration No. SC357491
Scottish Charity No. SC026699

Moving On Employment Project Limited

Trustees' Report for the year ended 31 March 2026

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2026 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice (as amended for accounting periods commencing 1 January 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and republic of Ireland (FRS102).

Chair's report

Welcome to Moving On Employment Project Limited's (MOEP) Annual Report for the year ended 31 March 2026. This report presents an overview of our year, as well as the detailed financial statements for 2025-26.

Once again we have reached the point in the organisation where we take account of the previous year's accomplishments and challenges and make plans for the coming financial year. It is always the time that makes me reflect on the organisation and it also provides an opportunity to record my appreciation to all the staff who are integral to the success of the project.

We live and work in a small community with a limited workforce that appears more challenged now a days than in years past so it is important that we equip young people who use our service to be respected and respectful employees who are a benefit to the workforce and an asset to Shetland.

There are always challenges to face for the organisation none more challenging than securing funding to continue providing the support and guidance for both employees and employers. However we are pleased to report that we have secured funding to continue our service which remains very well used by young people. The organisation has seen an increase again in the numbers seeking to use the service and the success of the service will be highlighted in the achievements and performance part of this report as will be the plans for the future.

The success of the project as always relies on the strength and calibre of the employees and the organisation has benefitted from a stable team of excellent, well trained professionals who are committed to achieving the best for the young people who come through the door. At this point I want to record my thanks both personally and on behalf of the Board of Trustees for their commitment, hard work and achievements. We do very much appreciate and value the work they do on a daily basis. It takes a great deal of skill and fortitude to assess and change direction in order to achieve goals for individuals that experience barriers to securing meaningful employment.

The consistent management of the Project has remained in the capable hands of Lincoln Carroll as Project Manager and Lesley Hutchison as Accountant and we do record our appreciation to them. Thank you both again for your commitment and hard work to the project. The national networking, the financial regulatory requirements, the OSCR requirements, the many funding applications done to name but a few are all tasks and requirements that demand care and expertise on top of the day to day running of the organisation.

The administration assistant also needs a big thank you for all the numerous and very varied tasks undertaken. We value your expertise and are grateful to you for keeping everything in order. It is not an easy job but so integral to the wellbeing of the organisation.

A special thank you to all our funders both locally and nationally. Without the funding you have granted to us we would not be in a position to deliver the service we do. It is greatly appreciated indeed.

To the Board of Trustees we really do appreciate your time and commitment without you and the giving of your time and energy we would not be quorate and our organisation would fail so thank you very much too.

It is most important to thank our Shetland employers who so willingly provide placements to the young people to provide them with work experience and the ability to learn how to overcome any difficulty they may be experiencing to go on and secure their employment related goals. Without the placements none of these would be achievable.

We also are appreciative of the support we receive from Voluntary Action Shetland. We do enjoy very comfortable office accommodation and benefit greatly from the ICT Services and networking within the building.

We now look forward to another year for the organisation and continue to be committed to delivering the best service we can to the young people of Shetland who need support to overcome difficulties they meet in achieving their employment related goals.

H Leslie, Chair
23 September 2026

OBJECTIVES AND ACTIVITIES

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

To support those in need in Shetland by reason of ill-health, disability, or other disadvantage by developing a service to support people to overcome barriers to employment.

In furtherance of the above purpose, the charity will:

1. Liaise with other local agencies in identifying client's strengths and needs in order to match them with appropriate placements.
2. Further to the above, to liaise with employers and community at large to help promote the independence of the client group in this community.

Our aims and objectives

- Using a person-centred holistic approach to support people to overcome their barriers to gain and maintain employment.
- Actively target employers with the capacity and resources to offer meaningful employment opportunities for service users.
- Working in partnership with other agencies in order to better understand service users' needs to ensure sustainable outcomes.
- Engage with stakeholders and the wider community to identify and understand the future needs and demand for employability services locally.

Achievements and Performance

We have had a busy year in 2025-26, with numerous challenges and some real successes in terms of outcomes for young people. The increased numbers of complex young people accessing the Transition service has placed some pressure on our resources. The change in demographic within the participant group has led to new insights and approaches to delivery.

We continue to be funded by the Scottish Government Investing in Communities Fund (ICF) which has enabled MOEP to continue to deliver the Transition Service. Match funding from the National Lottery 'Young Start' programme, Shetland Charitable Trust and funding from the Robertson Trust have enabled us to deliver the Transition Service to a high standard.

There was a concern about funding for 2026-27 with ICF coming to an end, however we were able to secure ICF Transition funding from the Scottish Government in March 2026 to allow us to plan to continue to deliver beyond the end of the financial year. With the ongoing support of the Board of Directors, the positive attitude and fortitude of the team and the enthusiasm of the young people we support, MOEP has had a successful year and we look forward to 2026-27.

The agreement with the Shetland Community Bike Project, whereby MOEP funds a Support Worker through the Investing in Communities programme continues to be successful (and will continue in 2026-27). The partnership allows us to offer work experience and some paid placements for young people, many of whom require 1:1 support in the workplace. We are grateful for the opportunities that the Bike Project offer.

Achievements and Performance (continued)

Locally we have had funding from the Shetland Charitable Trust which is significant for us to continue to deliver our service locally. The Shetland Local Employability Partnership (SLEP) has continued to support opportunities for young people through the Shetland Employer Recruitment Incentive (SERI).

In the 2025-26 year we supported 80 participants in total, with increasing numbers requiring longer term support (over 2 years). We have engaged 36 new participants in the service during the financial year. In terms of progression and outcomes, there were 55 different accredited training places with 24 individuals gaining a qualification. We had 6 young people enter further education and 24 entered paid employment. Referrals came from a wide range of organisations and services: schools, self-referrals, social work and the Department of Work and Pensions were the main referral agents.

We have supported young people with a wide range of barriers, including no/limited work experience, Risk of NEET (Not in Education, Employment or Training), Mental Health conditions, Low Skills, Rural and Remote and Rural Areas along with disability. The growing number of young people who have a disability over the past three years has meant more young people needing to remain in the service for much longer, of the 80 individuals who accessed the service through 2025-26 the majority were registered between 2023 and 2025. This has led to higher numbers in the service, the concern is that it could limit the number of new referrals we can take in the future, if there is a reduction in funding.

Part of the motivation for the Supported Employment Research was to develop a service that is fit for purpose for those needing long term in work support in Shetland. We continue to engage partners locally around Supported Employment and what that could do for a number of our current and future participants. We continue to work with Scottish Union of Supported Employment (SUSE) around that along with members who currently deliver supported employment on mainland Scotland.

We have continued to have funding for the Developing the Young Workforce (DYW) Work Experience programme through the DYW Shetland Board. This programme continues to deliver quality work experience for young people with additional support needs who are in education or in services.

This programme has grown over time and is a significant part of the work we do with schools and employers throughout Shetland. Numbers have grown each year and we have used some of our own funds to ensure young people do not miss an opportunity due to a lack of staffing resources. We feel this programme is key to the future prospects for young people with additional support needs.

We have been delivering the DYW work experience project since April 2020, to deliver placements for a minimum of 8 individuals. The DYW project provided 16 work experience placements for 14 different young people between April 2025 and March 2026. The schools, employers and young people engaged with MOEP to ensure the placements were successful and meaningful for the individuals. Due to the demand, we continue to provide additional resources for the programme from MOEP reserves.

Employers who offered placements (some more than once were): Blyde Welcome Café, Brae Building Centre, Co-op Lerwick, DFDS, E & H Contractors, Harry's Department Store, Huws Gray, LHD Shop, Mareel (Shetland Arts Trust), Shetland Library (Shetland Islands Council (SIC)), Shetland Museum and Archives (Shetland Amenity Trust), Shetland Vets, SIC Estates Operations, and Sport & Leisure (SIC).

We continue to work closely with partner agencies and other providers including: Bridges, DYW Coordinators, Forward Directions, the Job Centre, OPEN Shetland, Schools, Shetland Community Bike Project, SIC Social Work, the SIC Youth and Employability Team, Skills Development Scotland, UHI

Achievements and Performance (continued)

Shetland and Voluntary Action Shetland (VAS).

MOEP continues to evolve as an organisation and the Transition Service continues to meet the growing support needs of young people in Shetland. The DYW Work Experience programme continues to grow in stature. With that growth there is a need for increased and longer-term funding. We have undertaken changes over the past two years around the following on from the Strategic Plan that was developed in 2024-25 and ratified by the MOEP Directors in 2025.

Moving On Employment Project Principles:

- Confidential, person-centered approach with the principle of unconditional positive regard.
- Support young people to engage in training and meaningful work-related activity and employment.
- Provide a support service for any young people to achieve their employment related goals.
- Identify and match work placements and employment opportunities.
- Develop networks with schools, agencies, employers and families to ensure the most positive outcomes for young people.
- Actively engage potential employers to support participants for volunteering, training, work placements and employment.
- Understand the needs of employers and meet those needs through relevant training.
- Influence local and national strategic partnerships for the benefit of young people.

Increased Opportunities and Skill Development: Young people experience greater access to opportunities and develop enhanced confidence and skills through initiatives that break down barriers to employment.

Empowerment and Support for Young People: Young people find meaningful employment opportunities more easily, feel supported in their roles, develop self-esteem, gain confidence and skills. Leading to a stronger sense of community belonging and recognition.

Effective Employer Engagement and Partnerships: Strong partnerships between community organisations and employers effectively connect young people with job opportunities, advocate for their needs, and foster better integration into the workforce.

Positive Community Perception and Inclusion: Communities develop a more positive view of young people, reducing stigma and appreciating their contributions. While inclusive recruitment policies and opportunities help reduce employment gaps, including for those with disabilities.

FINANCIAL REVIEW

The results to 31 March 2026 show a deficit of £21,154 (2025 - surplus £52,223). This mainly relates to restricted funding received in prior years for spend in this year along with an increase in staff numbers. This year total income of £242,826 was £37,991 lower than the previous year's £280,817. Funding continued from Investing in Communities (Round 2), Shetland Charitable Trust , Young Start, The Robertson Trust and funding for a DYW post. Total expenditure of £263,980 for 2026 was £35,386 higher than in 2025 and mainly arose from the increase in staffing. The charity's total reserves at 31 March 2026 amount to £252,088 at the year-end including £78,415 in restricted funds.

RESERVES POLICY AND GOING CONCERN

The charity's reserves policy is to maintain a sufficient level of reserves to enable operating activities to be maintained, taking account of potential risks and contingences that may arise from time to time. The trustees have reviewed the possible operational risks which may arise as part of its business and financial planning process and have identified the projected level of reserves required to manage these risks.

When carrying out an assessment of the possible operational risks and uncertainties facing the charity the trustees have considered the financial effects of services not being continued through the lack of external funding when their planned funding terms cease. The unfunded operational risks identified by this assessment which would require the use of reserves include statutory entitlements for staff.

The charity's reserves policy is reviewed annually as part of the charity's business planning process by the Management Board and following any changes in the provision of external funding. The Management Board are satisfied that the charity's future financial plans and reserves policy has identified a means of securing sufficient funding in order meet the charity's reserves requirements. The main risks facing MOEP Limited arise from not being able to secure funding for future periods.

Total unrestricted reserves at the year-end are £173,673 a slight increase on the £170,621 held at 31 March 2025. Included in this figure is £92,000, allocated to Designated Reserves – £62,000 for contingency and emergency costs and £30,000 to fund future Supported Employment projects. The charity's target level for the General Fund in unrestricted reserves has been set at £99,000 this year taking account of the main operational risks and uncertainties identified. The charity's Unrestricted Funds that have not been designated at 31 March 2026 represent 82% of the target level. The trustees' plan to continue to meet the charity's target level of reserves through funds raised from its charitable activities.

PLANS FOR THE FUTURE

There is limited employability funding available in Scotland compared to 5 years ago when there were a number of programmes such as the European Social Fund and the Employability Fund. No One Left Behind is now the main funding route for Employability services and that is very limited in comparison, especially for Third Sector organisations. We have reacted to this by altering how we engage young people and working closely with partners.

We are aware of where the gaps are and what is needed locally, developing services and opportunities is what is required now. Having input from people with lived experience of being service users is vital to ensure their voices are not only heard but listened to. We are planning to engage with partners and lived experience individuals to work with employers and their staff around supported employment opportunities.

People with lived experience were involved in the research into Supported Employment in Shetland we undertook in 2022-23. It is key that those with lived experience help shape a supported employment model that works. We are confident that we can develop a Supported Employment Service locally to meet the needs of all people in Shetland who require support to achieve their employment related goals. In order to do this we need engagement in the process from all partners and a willingness within the community to make this a reality.

PLANS FOR THE FUTURE (continued)

Creating a route into employment for young people with additional support needs is key and we are already driving that forward. We have been delivering the DYW work experience project since 2020, which has been a real success thanks to the young people, staff and employers involved. This is an increasingly important programme for us, we continue to develop this programme with a view to assessing the capabilities of individuals, when in education and in some cases again when they have accessed services for a period of time.

We will continue to develop the programme as best we can within the restrictions of current funding, however the importance of the programme for the young people involved cannot be underestimated. The positive impact it has had on the individuals as well as the employers and staff in workplaces has been a double impact for our service. Not only has it helped the young people, but those in workplaces have had the opportunity to learn and grow through supporting those young people.

The model of delivering work experience has been a positive way to develop strong links with employers and staff in workplaces throughout Shetland. In order to develop good practice for potential long-term placements and supported employment this model is a good starting point.

Being able to offer placements allows there to be low risk for employers, following up with training can enable staff to be more confident in offering support and help remove barriers for offering opportunities long term. We have also been able to offer information and advice to those engaged with the young people about future plans and opportunities beyond education.

MOEP are trying to lead on the development of a supported employment service in Shetland. Myth busting, confidence building and training with employers, especially around disability are key roles to taking this forward. Collaborative working between providers and services to develop supported employment is the key next step for all employability partners. Developing a Supported Employment service in Shetland is good for all potential job seekers who require support to gain and sustain meaningful employment.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Registration Number:	SC026699
Company Registration Number:	SC357491
Registered Office:	Market House 14 Market Street Lerwick Shetland ZE1 0JP
Independent Examiner:	Irene Hambleton A. J. B. Scholes Limited Chartered Accountants St Olaf's Hall Church Road Lerwick Shetland ZE1 0FD

REFERENCE AND ADMINISTRATIVE DETAILS (continued)

Bankers:

Bank of Scotland
117 Commercial Street
Lerwick
Shetland ZE1 0DN

Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Hughina Leslie - Chairperson
Lynsey Henry (appointed 27 October 2025)
Bryan Hepburn (appointed 16 March 2026)
Elizabeth Leslie
Connie Russell
Celia Smith
Sally Hall (resigned 24 September 2025)
Fiona Morton Cluness (resigned 8 May 2025)
Una Murray - Vice-Chairperson (resigned 24 September 2025)

Company Secretary & Project Manager Lincoln Carroll

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 31st March 2009 and is registered as a charity with the Scottish Charity Regulator. The charity's Memorandum and Articles of Association established the objects and powers of the charitable company and it is governed under its Articles of Association.

Recruitment and Appointment of Directors

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as Directors of the Management Board. Under the requirements of the Memorandum and Articles of Association the members of the Management Board shall retire from office at each annual general meeting and are eligible to stand for re-election.

Members are from statutory organisations, voluntary organisations, business, members of the public and users of the project. Moving On Employment Project Limited members can be considered for appointment as a director provided he or she is willing. The Board may at any time appoint any member to be a trustee either to fill a vacancy or as an additional trustee.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustee Induction and Training

New trustees to the board are issued with an induction pack containing relevant information on the charity, including Memorandum and Articles of Association, Annual Report, Business Plan plus policies and procedures of the company. New directors are introduced to other board directors and staff as soon as possible after appointment. The Company Secretary assists with any queries arising from the induction pack and informs new directors of their roles and responsibilities as directors.

Organisational Structure

Moving On Employment Project Limited has a Management Board of up to 10 trustees who meet at least four times per year. Currently there are 6 directors from a variety of professional backgrounds and users of the service. The Project Manager and Project Accountant also attend board meetings but have no voting rights. The Project Manager is also the Company Secretary.

The day to day operation of Moving On Employment Project Limited is delegated to the Project Manager.
The Project Manager is responsible for the management and monitoring of all grants awarded to Moving On Employment Project Limited and line manages all staff and projects under the umbrella of the charity.

Risk Management

The trustees confirm that the major risks to which the charity is exposed to have been considered and reviewed. The Management Board has a comprehensive risk register detailing these. The possible financial risks which may arise have been reviewed as part of Company's business planning process and the Company's Reserves policy has been updated in order to manage these risks.

The charity is wholly reliant on funding from external bodies in order to continue to provide its services. The main risk facing the charity is not being able to secure sufficient funding going forward to enable it to run the expanded Transition Service and cover its costs. We have full funding in place for the year ended 31 March 2027 and partial funding after that.

This risk is managed by monitoring income, costs, budgets, cashflow and sound forward strategic and financial planning. Applications for funding continue to be prepared and submitted to ensure funding is in place going forward. Should any funding issues arise there are unrestricted funds which could be utilised in the short term to meet any funding gap, however it is more likely that in the medium term services would be reduced or cease to operate if external funding is not secured or curtailed.

Statement as to disclosure of information to independent examiners

The trustees who were in office on the date of approval of these financial statements have confirmed that as far as they are aware, there is no relevant information of which the independent examiner is unaware. Each of the trustees confirmed that they have taken all steps that they ought to have taken, as trustees, to make them aware of any relevant information and to establish that it has been communicated to the independent examiners.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Independent examiners

Irene Hambleton of A.J.B.Scholes Limited was appointed as the charitable company's independent examiner during the year and has expressed her willingness to continue in that capacity.

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (as amended for accounting periods commencing 1 January 2019) - (Charities SORP (FRS102)) and in accordance with the small companies regime.

Approved by the Management Board on 23 September 2026 and signed on its behalf by:

H Leslie, Chair

Independent Examiners' Report to the Trustees and Members of Moving On Employment Project Limited

I report on the accounts of the charity for the year ended 31 March 2026 which are set out on pages 12 to 21.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the terms of the Companies Act 2006, 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 trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 Accounts Regulations does not apply and that an independent examination is needed.

It is my responsibility to examine the financial statements 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 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

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 financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

have not been met, or

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

Irene Hambleton
Chartered Accountant
On behalf A.J.B. Scholes Limited
St Olaf's Hall
Church Road
Lerwick
Shetland
ZE1 0FD

23 September 2026.

Moving On Employment Project Limited

UNAUDITED STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)

for the year ended 31 March 2026

	Notes	Unrestricted Funds 2026 £	Restricted Funds 2026 £	Total Funds 2026 £	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £
INCOME from:							
CONTINUING OPERATIONS							
Charitable activities	4	35,004	204,770	239,774	35,955	239,875	275,830
Bank interest receivable		3,052	-	3,052	4,987	-	4,987
TOTAL INCOME FROM CONTINUING OPERATIONS		38,056	204,770	242,826	40,942	239,875	280,817
EXPENDITURE on:							
CONTINUING OPERATIONS							
Charitable activities	5	35,004	228,976	263,980	34,899	193,695	228,594
TOTAL EXPENDITURE FROM CONTINUING OPERATIONS		35,004	228,976	263,980	34,899	193,695	228,594
NET INCOME/EXPENDITURE BEFORE TRANSFERS & NET MOVEMENT IN FUNDS		3,052	(24,206)	(21,154)	6,043	46,180	52,223
Gross transfers between funds		-	-	-	-	-	-
Total funds brought forward		170,621	102,621	273,242	164,578	56,441	221,019
TOTAL FUNDS CARRIED FORWARD	14	173,673	78,415	252,088	170,621	102,621	273,242

The statement of financial activities includes all gains and losses in the year.

Moving On Employment Project Limited

Company registration no. SC357491

UNAUDITED BALANCE SHEET

As at 31 March 2026

	Notes	£	2026 £	£	2025 £
FIXED ASSETS					
Tangible assets	10		-		-
CURRENT ASSETS					
Debtors	11	1,869		3,773	
Investments	12	100,000		170,000	
Cash at bank and in hand		155,325		109,540	
		257,194		283,313	
CURRENT LIABILITIES					
Creditors falling due within one year	13	(5,106)		(10,071)	
NET CURRENT ASSETS			252,088		273,242
TOTAL ASSETS LESS CURRENT LIABILITIES			252,088		273,242
NET ASSETS			252,088		273,242
THE FUNDS OF THE CHARITY:					
Restricted income funds	14		78,415		102,621
Unrestricted income funds	14		173,673		170,621
TOTAL CHARITY FUNDS			252,088		273,242

For the year ended 31 March 2026 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies and its members have not required the company to have an audit of its financial statements for the year in question in accordance with section 476.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006.

The financial statements on pages 12 to 21 were approved and authorised for issue by the board of directors on 23 September 2026.

H Leslie, Chair

1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as below:

BASIS OF PREPARATION

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Moving On Employment Project Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

CASH FLOW STATEMENT

The accounts do not include a cash flow statement because the company is a small entity and in accordance with FRS 102 and the Charities SORP FRS 102 is exempt from the requirement to prepare a cash flow statement.

PREPARATION OF THE ACCOUNTS ON A GOING CONCERN BASIS

The charitable company is dependent upon external funding from a variety of funders. The financial statements have been prepared on the basis that adequate funding will continue to be secured. Budgets and cashflows show a satisfactory position until March 2028. As a result the directors have adopted the going concern basis of accounting.

FUND ACCOUNTING

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors of grant making organisations or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

INCOME

Income is included in the Statement of Financial Activities when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. The following policies are applied to particular categories of income:

- Income from government and other grants, whether "capital" grants or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.
- Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid/payable by the bank.

1 **ACCOUNTING POLICIES (continued)**

EXPENDITURE

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is inclusive of VAT where applicable as the charity is not VAT registered. Overhead expenses are allocated on a full cost recovery basis calculated on support worker hours. Expenditure is classified under the following activity heading:

- Charitable activities 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.

SUPPORT COSTS

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities.

TANGIBLE FIXED ASSETS

Individual fixed assets costing £1,750 or more are capitalised at cost and depreciated over their estimated useful economic lives on a straight line basis less any residual value as follows:

Office equipment	1-4 years

DEBTORS

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount pre-paid net of any trade discounts.

CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

FINANCIAL INSTRUMENTS

The trust only has assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2 **LEGAL STATUS OF THE CHARITY**

The organisation is a charitable private company limited by guarantee and has no share capital. The country of incorporation is Scotland. The liability of each member is limited to £1.

3 DONATIONS

The charity benefits greatly from the involvement and support of volunteers. In accordance with FRS102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the financial statements.

4 INCOME FROM CHARITABLE ACTIVITY

	Grant income 2026	Other income 2026	Total 2026	Grant income 2025	Other income 2025	Total 2025
	£	£	£	£	£	£
Continuing operations						
Restricted:						
Investing In Communities Fund Round 2	-	114,720	114,720	102,410	-	102,410
Shetland Charitable Trust	40,000	-	40,000	37,700	-	37,700
The Robertson Trust	28,000	-	28,000	28,000	-	28,000
Young Start	22,050	-	22,050	21,765	-	21,765
Shetland Employer Recruitment Initiative	-	-	-	-	25,000	25,000
Shetland Islands Council - No One Left Behind	-	-	-	-	25,000	25,000
	90,050	114,720	204,770	189,875	50,000	239,875
Unrestricted:						
Developing the Young Workforce	-	35,004	35,004	-	35,004	35,004
Miscellaneous income	-	-	-	-	951	951
	-	35,004	35,004	-	35,955	35,955
Total income from charitable activities	90,050	149,724	239,774	189,875	85,955	275,830

In line with Charities SORP (FRS 102) grants are included within charitable income on the basis that they are performance-related grants where the income is conditional on delivering certain levels or volumes of a service in a service level agreement.

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities Undertaken Directly 2026 £	Support Costs 2026 £	Total 2026 £	Activities Undertaken Directly 2025	Support Costs 2025	Total 2025 £
Restricted:						
Continuing operations						
Transition Support Service	226,366	2,610	228,976	191,111	2,584	193,695
Unrestricted:						
Continuing operations						
Transition Support Service	16,093	18,911	35,004	17,811	17,088	34,899
Total expenditure from charitable activities	242,459	21,521	263,980	208,922	19,672	228,594

6 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

Governance and support costs allocated to above activities:

	Governance Function 2026 £	General Support 2026 £	Total 2026 £	Governance Function 2025 £	General Support 2025 £	Total 2025 £
Staff costs	-	18,911	18,911	-	17,088	17,088
Independent exam fee	2,610	-	2,610	2,584	-	2,584
TOTAL	2,610	18,911	21,521	2,584	17,088	19,672

7 NET INCOME / (EXPENDITURE)

	2026 £	2025 £
This is stated after charging:		
Independent examiners' fees	2,610	2,584

8 ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES AND THE COST OF KEY MANAGEMENT PERSONNEL

	2026	2025
	£	£
Wages and salaries	183,945	146,433
Social security costs	12,327	8,924
Pension costs	4,346	3,449
	200,618	158,806
Charitable activities	181,707	141,718
Support costs	18,911	17,088
	200,618	158,806

No directors' emoluments or expenses were paid in the year (2025 £nil).

	2026	2025
The average monthly number of employees during the year was:		
Management and administration	3	3
Support workers	4	3
Total	7	6
The corresponding full-time equivalent average number was:		
Management and administration	2	2
Support workers	4	3
Total	6	5

There were no employees whose emoluments for the year were greater than £60,000.

The key management personnel of the charity comprise the trustees, the Project Manager and the Accountant. The total employee benefits of the key management personnel including NIC and pension contributions were £54,519 (2025 - £45,301).

9 TAXATION

The Inland Revenue recognises the company as a Scottish charity and it is not liable to Corporation Tax on charitable activities.

10 TANGIBLE FIXED ASSETS

	Office Equipment £
Cost	
1 April 2025 and 31 March 2026	3,894
Depreciation	
1 April 2025 and 31 March 2026	3,894
Net book value	
1 April 2025 and 31 March 2026	-

11 DEBTORS

	2026 £	2025 £
AMOUNTS FALLING DUE WITHIN ONE YEAR		
Prepayments and accrued income	1,869	3,773
	1,869	3,773

There were no amounts falling due after more than one year.

12 CURRENT ASSET INVESTMENTS

	2026 £	2025 £
Fixed Term Deposits	100,000	170,000

Investments in fixed term deposits have an original maturity of 12 months or less. At the balance sheet date the average interest was 2.14% (2025 - 2.91%).

13 CREDITORS: amounts falling due within one year

	2026 £	2025 £
Other taxation & social security	179	527
Accruals and deferred income	4,927	9,544
	5,106	10,071

There are no amounts falling due after more than one year.

14 MOVEMENT OF MAJOR FUNDS

	At 31 March 2025 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2026 £
Restricted Funds:					
Investing In Communities Fund Round 2	-	114,720	(114,720)	-	-
Shetland Charitable Trust	4,880	40,000	(39,669)	-	5,211
Young Start	11,060	22,050	(15,100)	-	18,010
The Robertson Trust	19,914	28,000	(25,047)	-	22,867
Shetland Employer Recruitment Initiative	41,767	-	(9,440)	-	32,327
Shetland Islands Council – No One Left Behind	25,000	-	(25,000)	-	-
Total Restricted Funds	102,621	204,770	(228,976)	-	78,415
Unrestricted Funds:					
Unrestricted General Fund	86,621	38,056	(35,004)	(8,000)	81,673
Designated Contingency Fund	54,000	-	-	8,000	62,000
Designated Project Fund	30,000	-	-	-	30,000
Total Unrestricted Funds	170,621	38,056	(35,004)	-	173,673
Total Funds	273,242	242,826	(263,980)	-	252,088

	At 31 March 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Restricted Funds:					
Investing In Communities Fund Round 2		102,410	(102,410)	-	-
Shetland Charitable Trust	5,538	37,700	(38,358)	-	4,880
Young Start	10,625	21,765	(21,330)	-	11,060
The Robertson Trust	-	28,000	(8,086)	-	19,914
Shetland Employer Recruitment Initiative	40,278	25,000	(23,511)	-	41,767
Shetland Islands Council – No One Left Behind	-	25,000	-	-	25,000
Total Restricted Funds	56,441	239,875	(193,695)	-	102,621
Unrestricted Funds:					
Unrestricted General Fund	110,578	40,942	(34,899)	(30,000)	86,621
Designated Contingency Fund	54,000	-	-	-	54,000
Designated Project Fund	-	-	-	30,000	30,000
Total Unrestricted Funds	164,578	40,942	(34,899)	-	170,621
Total Funds	221,019	280,817	(228,594)	-	273,242

14 MOVEMENT OF MAJOR FUNDS (continued)

Restricted funds comprise:

- Grants received from the Shetland Charitable Trust, Young Start and The Robertson Trust to fund the charity's Transition Service.
- Investing in Communities Fund Round 2 to fund the Transition Service with a joint project with Shetland Community Bike Project.
- Shetland Employer Recruitment Initiative and funding from Shetland Islands Council to support the delivery of the No One Left Behind All Age Employability Service. The No One Left Behind funding helped fund the salary of an additional Support Co-ordinator in 2025/26.

The Unrestricted General Fund can be used at the charity's discretion to support its aims and objectives.

The Designated Contingency Fund is to cover emergency operational costs – redundancy pay, long term staff absence, staff costs to secure future funding and one month's running costs.
The Designated Project Fund is to cover costs that the charity agree to fund for future supported employment projects.

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2026 £	Restricted funds 2026 £	Total funds 2026 £	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	-	-	-	-	-	-
Current assets	178,047	79,147	257,194	180,692	102,621	283,313
Current liabilities	(4,374)	(732)	(5,106)	(10,071)	-	(10,071)
Net assets at 31 March	173,673	78,415	252,088	170,621	102,621	273,242

16 RELATED PARTIES

During the year payments of nil (2025 - £3,000) were made to Blyde Welcome under the Shetland Employer Recruitment Initiative at standard scheme rates and milestones. Blyde Welcome is a business owned by a trustee of this charity Celia Smith.
There are no other transactions with related parties requiring disclosure under Financial Reporting Standard 102.