

**Charity registration number SC046683 (Scotland)**

**Company registration number SC536028 (Scotland)**

**FIFE CENTRE FOR EQUALITIES**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# FIFE CENTRE FOR EQUALITIES

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# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) *FOR THE YEAR ENDED 31 MARCH 2024*

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

### **Objectives and activities**

The objects of the charity are:

- i. The advancement of citizenship or community development by raising awareness and understanding amongst all communities and community groups in Fife of equality and diversity.
- ii. The promotion of equality and diversity through provision of access to appropriate information, assistance and training to communities and community groups in support of fair and inclusive community development.

Fife Centre for Equalities' strategic outcomes in 2023-2024 were:

1. Individuals feel respected, safe and have the freedom to lead a fulfilling life where they live, work or study.
2. Individuals and groups feel better connected and are able to contribute to public policy and the planning and delivery of local services.
3. Groups, whether already established or just getting started, have the tools they need to engage with their local community in a positive and inclusive way.
4. Third, public and private sector organisations demonstrate best practice in equality, diversity and inclusion.
5. FCE is recognised as a centre of excellence for championing equality, diversity and social justice.

# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### **Achievements and performance**

Fife Centre for Equalities (FCE), in 2023-2024, focussed on connecting at a local level with community groups and services, creating multiple opportunities and engagement sessions for our service users to get involved, share their concerns and access support.

Between 2023 and 2024, we received £130,804 from Fife Council (Communities & Neighbourhoods) as per the final year of our Service Level Agreement, running in the period April 2021 to March 2024. FCE's Service Level Agreement has links with both the Fife Council's Recovery and Renewal Priorities (2021-24) and to the Local Community Plan:

### **Links to Fife Council's Recovery and Renewal Priorities (2021-24):**

- Leading Economic Recovery - FCE will continue to work with No One Left Behind partners to support people with protected characteristics to be more economically active.
- Tackling poverty and crisis prevention - FCE will continue to support the work of Adult Support and Protection Committee, Child Poverty Partnership, Communities and Wellbeing Partnership, CLD Partnership, Community Safety Partnership, Fife Contest Partnership and Fife Violence Against Women Partnership and ensure that the experiences of people with protected characteristics are reflected in the actions designed by these partnerships.
- Community Wealth Building - FCE will contribute to the community wealth building by providing relevant equality statistical information to Senior Equalities Group to support inclusive participatory budgeting and local planning.

### **Links to Local Community Plan**

FCE is funded by the Communities & Neighbourhoods Service and specifically through the Community Investment Team. The project links directly to the Council's corporate Equality and Diversity Outcomes (2021-2024) which was approved by Policy & Co-ordination Committee in June 2021. There are five specific actions in the equality and diversity outcomes document which FCE will contribute to through the SLA components.

- Fife's communities are provided with services and information accessible to them particularly those who face barriers through disability, language and digital exclusion.
- Women and girls live free from all forms of violence and abuse – and the attitudes that help perpetuate it.
- Fife's communities (including people from the protected characteristics) have increased confidence to participate in decision making, their human rights respected and have an improved quality of life.
- The Council understands its workforce better and it reflects the diversity of the local population.
- Raising educational achievement and attainment particularly for those in their early years or in early learning and childcare.

# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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Below are the key highlights of our achievements we made in fulfilling our SLA from 1 April 2023 to 31 March 2024:

- We made a major transition in website accessibility with a transition to a fully modernised interface, with on the fly translation and with multiple assistive, audio and visual tools. We also transitioned all our newsletter and member communications to the website so that all content created can access those features, as compared to static newsletters.
- From 30 March 2023 to 30 March 2024, the FCE website was viewed 16,319 times by users, with 6,485 unique visitors. 36 blog posts were published throughout the year.
- Fife Centre for Equalities Currently has over **1,400 likes and 1,600 followers** on their [Facebook page](#). Within the main page, FCE hosts the **Equality Collective and Fife Women's Tent groups**, which have **398 and 872 members respectively**.
- We ran a fully accessible and inclusive **Human Rights Consultation** in September 2023 and continued to support the **Fife Council's Transport Strategy** over a period from January 2023 to this financial year.
- [Fife Equalities Forum](#) continues to foster good conversations and networking between equality groups and organisations, with membership of around 47 active organisations. Monthly meetings take place online and in person on occasion.
- [Fife Women's Tent](#) (formerly known as the Fife Women and Inclusion in Politics) continue to grow to 914 members by 31 March 2024.
- FCE continued to support No One Left Behind organisations in their [Equality Pathfinders](#) learning, guiding local employability organisations with their bespoke pathways to become more inclusive and infrastructure support to the board to generate good equality analysis of the programme.
- FCE concluded the Minority Ethnic 60+ Project in December 2023, with an overlapping event with the Equality Collective (Winter Equalities Fair).
- We piloted the concept of '**Get Togethers**' as our outreach and engagement activity and ran 11 sessions in various locations in Fife using local community hubs, cafés and over venues.

### Financial review

The results for the year are set out on page 8. The Directors consider the state of affairs of the charity to be satisfactory.

### Principal funding sources

The charity's principal funding comes from Fife Council in the form of a recurring grant to deliver the core services and ad-hoc grants to deliver specific projects.

### Reserves/Investment policy

The aim of the Directors is to establish a level of reserves to provide for business continuity in the future. Funds are kept in bank deposits. The Directors, in planning for future expenditure, have set a target to maintain reserves at a minimum of £100,188 which they believe is sufficient to meet any costs associated with closing operations. The reserves are currently £258,848 therefore are at a sufficient level.

### Structure, governance and management

Fife Centre for Equalities is a Scottish company, limited by guarantee, incorporated on 20 May 2016 and is a registered Scottish charity. The company received charitable status on 6 July 2016. The company was 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.

# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Trustees

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A Barker

L Ryan

(Resigned 9 October 2023)

S Akbar

S Piercy

J Docherty

K Freeman

(Resigned 6 November 2024)

G Agnew

V Hobba

B Akbar

(Appointed 7 November 2024)

N Mordi

(Appointed 8 November 2024)

Trustees are made aware of the practical work of the charity. The trustees receive guidance and training to allow them to carry out their role.

The Trustees are responsible for the overall governance of the charity and receive regular reports from the Management Team.

### Risk management

The organisation has an established risk management procedure and risk matrix document which is maintained and reviewed by Directors at least four times each year. It covers health and safety, premises, IT systems, reputation, governance and compliance as well as financial risks to the charity.

# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Statement of trustees responsibilities

The trustees, who are also the directors of Fife Centre for Equalities for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

# FIFE CENTRE FOR EQUALITIES

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### **Recognition and thanks**

The Directors would like to express their thanks to those who have worked with us during the year. We'd particularly like to thank the volunteers and third sector organisations that work tirelessly to improve our communities and the opportunities for the people of Fife.

We would also like to thank our funders and strategic partners for their continued support.

The Directors are particularly appreciative of the hard work and commitment of our staff, placements and volunteers who have made all our achievements possible.

The trustees report was approved by the Board of Trustees.



**S Piercy**

Trustee

Dated: 26 November 2024



# FIFE CENTRE FOR EQUALITIES

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF FIFE CENTRE FOR EQUALITIES

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I report on the financial statements of the charity for the year ended 31 March 2024, which are set out on pages 8 to 20.

#### **Respective responsibilities of trustees and examiner**

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

#### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the 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 connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - (ii) 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
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*Fiona Haro*

Fiona Haro CA  
Thomson Cooper Accountants  
3 Castle Court  
Carnegie Campus  
Dunfermline  
Fife  
KY11 8PB

Dated: 26 November 2024

# FIFE CENTRE FOR EQUALITIES

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

### Current financial year

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes				
<b>Income from:</b>					
Donations and legacies	2	137,557	39,375	176,932	192,131
Charitable activities	3	66,630	-	66,630	3,750
Investments	4	2,474	-	2,474	852
<b>Total income</b>		<u>206,661</u>	<u>39,375</u>	<u>246,036</u>	<u>196,733</u>
<b>Expenditure on:</b>					
Charitable activities	5	125,532	54,959	180,491	199,979
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		81,129	(15,584)	65,545	(3,246)
Fund balances at 1 April 2023		151,991	41,312	193,303	196,549
<b>Fund balances at 31 March 2024</b>		<u><u>233,120</u></u>	<u><u>25,728</u></u>	<u><u>258,848</u></u>	<u><u>193,303</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# FIFE CENTRE FOR EQUALITIES

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Prior financial year	Notes	As Restated	As Restated	As Restated
		Unrestricted funds	Restricted funds	Total
		2023	2023	2023
		£	£	£
<b>Income from:</b>				
Donations and legacies	2	131,804	60,327	192,131
Charitable activities	3	3,750	-	3,750
Investments	4	852	-	852
<b>Total income</b>		<u>136,406</u>	<u>60,327</u>	<u>196,733</u>
<b>Expenditure on:</b>				
Charitable activities	5	148,692	51,287	199,979
<b>Net incoming/(outgoing) resources before transfers</b>		(12,286)	9,040	(3,246)
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		(12,286)	9,040	(3,246)
Fund balances at 1 April 2022		<u>164,277</u>	<u>32,272</u>	<u>196,549</u>
<b>Fund balances at 31 March 2023</b>		<u><u>151,991</u></u>	<u><u>41,312</u></u>	<u><u>193,303</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# FIFE CENTRE FOR EQUALITIES

## BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	As Restated £	£
<b>Fixed assets</b>					
Tangible assets	11		3,286		2,319
<b>Current assets</b>					
Debtors	12	8,626		3,850	
Cash at bank and in hand		250,109		189,908	
		<u>258,735</u>		<u>193,758</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(3,173)</u>		<u>(2,774)</u>	
Net current assets			255,562		190,984
<b>Total assets less current liabilities</b>			<u>258,848</u>		<u>193,303</u>
<b>Income funds</b>					
Restricted funds	16		25,728		41,312
Unrestricted funds	14		233,120		151,991
			<u>258,848</u>		<u>193,303</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 26 November 2024.



S Piercy  
Trustee

Company Registration No. SC536028

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### Charity information

Fife Centre for Equalities is a private company limited by guarantee incorporated in Scotland. The registered office is New Volunteer House, 16 East Fergus Place, Kirkcaldy, KY1 1XT.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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

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

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The trustees have considered a period of 12 months from the date of approval of the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Resources expended

Overheads and salaries are allocated to funds in accordance with the understandings with local and central government authorities and with other funders and where possible directly to charitable or administrative expenses. When this has not been possible, an estimate based on staff time has been made of the proportion to be charged to each activity. Support costs are those costs incurred directly in support of the objects of the charity and are charged within the appropriate overhead, together with direct charitable expenditure.

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

(Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% Straight Line
Computers	33.33% Straight Line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 1 Accounting policies

(Continued)

##### 1.10 Employee benefits

Where material, the cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Grants Receivable	137,557	39,375	176,932	131,804	60,327	192,131
<b>Grants receivable for core activities</b>						
Fife Council	137,344	-	137,344	130,804	-	130,804
Minority Ethnic Older People	-	15,000	15,000	-	-	-
MHWPCCS	-	24,375	24,375	-	-	-
Breathe	213	-	213	-	-	-
United Way UK	-	-	-	1,000	-	1,000
National Lottery	-	-	-	-	40,327	40,327
Fife Voluntary Action	-	-	-	-	20,000	20,000
	<u>137,557</u>	<u>39,375</u>	<u>176,932</u>	<u>131,804</u>	<u>60,327</u>	<u>192,131</u>

#### 3 Charitable activities

	2024	2023
	£	£
Activities for generating funds	<u>66,630</u>	<u>3,750</u>

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 4 Investments

	2024 £	2023 £
Interest receivable	2,474	852

### 5 Charitable activities

	Promotion of awareness and equality 2024 £	Promotion of awareness and equality 2023 £
Staff costs	136,103	148,649
Depreciation and impairment	1,773	1,751
Travel costs	838	1,112
Activities	-	7,241
Property costs	6,195	7,690
Telephone	513	495
Insurance	1,401	1,333
ICT Support	3,268	3,035
Sundry Expenses	2,398	4,393
Event costs	6,873	1,069
Printing and stationery	561	1,147
	<u>159,923</u>	<u>177,915</u>
Share of support costs (see note 8)	17,768	19,764
Share of governance costs (see note 8)	2,800	2,300
	<u>180,491</u>	<u>199,979</u>
<b>Analysis by fund</b>		
Unrestricted funds	125,532	148,692
Restricted funds	54,959	51,287
	<u>180,491</u>	<u>199,979</u>

### 6 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	-	300
Depreciation of owned tangible fixed assets	1,970	1,945



# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

#### 8 Support costs

	Support costs	Governance costs	2024	Basis of allocation
	£	£	£	
Staff costs	15,123	-	15,123	10% of Total
Depreciation	197	-	197	10% of Total
Event costs	764	-	764	10% of Total
Stationery and printing	62	-	62	10% of Total
Telephone	57	-	57	10% of Total
Travel	93	-	93	10% of Total
Property costs	688	-	688	10% of Total
Insurance	154	-	154	10% of Total
ICT Support	364	-	364	10% of Total
Sundry	266	-	266	10% of Total
Independent Examination Fees	-	2,800	2,800	Governance
	<u>17,768</u>	<u>2,800</u>	<u>20,568</u>	

#### For the year ended 31 March 2023

	Support costs	Governance costs	2023	Basis of allocation
	£	£	£	
Staff costs	16,518	-	16,518	10% of Total
Depreciation	194	-	194	10% of Total
Event costs	923	-	923	10% of Total
Stationery and printing	127	-	127	Direct
Telephone	55	-	55	Direct
Travel	123	-	123	10% of Total
Property costs	854	-	854	10% of Total
Insurance	148	-	148	10% of Total
ICT Support	337	-	337	10% of Total
Sundry	485	-	485	10% of Total
Audit fees	-	300	300	Governance
Independent Examination Fees	-	2,000	2,000	Governance
	<u>19,764</u>	<u>2,300</u>	<u>22,064</u>	

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Refer to the table above for the basis of apportionment and the analysis of support and governance costs.

During the year it was decided to allocate 10% of total costs to support costs.

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 9 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Charitable staff	9	9

#### Employment costs

	2024 £	2023 £
Wages and salaries	140,742	151,796
Social security costs	4,277	6,136
Other pension costs	6,207	7,235
	<u>151,226</u>	<u>165,167</u>

No employee received emoluments above £60,000.

The key management personnel of the charity comprise the directors. The total employee benefits of the key management personnel of the charity were £nil.

### 10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 11 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
<b>Cost</b>			
At 1 April 2023	12,455	10,363	22,818
Additions	-	2,939	2,939
Disposals	-	(1,679)	(1,679)
	<u>12,455</u>	<u>11,623</u>	<u>24,078</u>
At 31 March 2024	12,455	11,623	24,078
<b>Depreciation and impairment</b>			
At 1 April 2023	11,124	9,377	20,501
Depreciation charged in the year	471	1,499	1,970
Eliminated in respect of disposals	-	(1,679)	(1,679)
	<u>11,595</u>	<u>9,197</u>	<u>20,792</u>
At 31 March 2024	11,595	9,197	20,792
<b>Carrying amount</b>			
At 31 March 2024	<u>860</u>	<u>2,426</u>	<u>3,286</u>
At 31 March 2023	<u>1,331</u>	<u>988</u>	<u>2,319</u>

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 12 Debtors

	2024	2023
	£	£
<b>Amounts falling due within one year:</b>		
Other debtors	7,610	2,861
Prepayments and accrued income	1,016	989
	<u>8,626</u>	<u>3,850</u>

### 13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	<u>3,173</u>	<u>2,774</u>

### 14 Retirement benefit schemes

	2024	2023
	£	£
<b>Defined contribution schemes</b>		
Charge to profit or loss in respect of defined contribution schemes	<u>6,207</u>	<u>7,235</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

### 15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
General funds	<u>151,991</u>	<u>206,661</u>	<u>(125,532)</u>	<u>233,120</u>
<b>Previous year:</b>			<b>As Restated</b>	
	At 1 April 2022	Incoming resources	Resources expended	At 31 March 2023
	£	£	£	£
General funds	<u>164,277</u>	<u>136,406</u>	<u>(148,692)</u>	<u>151,991</u>

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	<b>Movement in funds</b>			
	<b>Balance at 1 April 2023</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Balance at 31 March 2024</b>
	£	£	£	£
Bemis	191	-	-	191
Centenary Grant - Women In Politics	2,051	-	-	2,051
Workplace Equality Fund	299	-	(45)	254
Women in Politics	356	-	-	356
Minority Ethnic Older People	36,056	-	(29,121)	6,935
Women Returners	1,198	-	-	1,198
Fife Equality Community Grant	1,161	-	(1,161)	-
CMHWP	-	15,000	(1,521)	13,479
MHWPCCS	-	24,375	(23,111)	1,264
	<u>41,312</u>	<u>39,375</u>	<u>(54,959)</u>	<u>25,728</u>

#### For the year ended 31 March 2023

	<b>As Restated Movement in funds</b>			
	<b>Balance at 1 April 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Balance at 31 March 2023</b>
	£	£	£	£
Bemis	191	-	-	191
Centenary Grant - Women In Politics	2,051	-	-	2,051
Workplace Equality Fund	636	-	(337)	299
Women in Politics	9,282	-	(8,926)	356
Minority Ethnic Older People	23,009	60,327	(47,279)	36,056
Women Returners	1,198	-	-	1,198
Fife Equality Community Grant	1,761	-	(600)	1,161
	<u>32,272</u>	<u>60,327</u>	<u>(57,142)</u>	<u>41,312</u>

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 16 Restricted funds

(Continued)

##### **The Bemis Fund**

Funding for a one off event in St Andrews to celebrate BEMIS Scotland's Winter Festivals and Fair Saturday.

##### **EU Settlement (FMF)**

A joint application with Fife Migrants Forum to advertise about the EU Settlement Scheme and supporting individuals with their applications in Fife.

##### **Women In Politics**

A project aimed to enable disabled, minority ethnic and transgender women to be more active in the community.

##### **Workplace Equality Fund**

Funding to enable work with Sky (Dunfermline) to better understand barriers to employment and put measures in place to address the low uptake of their job openings with minority ethnic residents in the areas surrounding Dunfermline and within community distance in Fife.

##### **Minority Ethnic Older People**

A project started in July 2020, funded by the National Lottery Community Fund, to support minority ethnic older people to access key information and services during the Covid pandemic. The first phase of the project ended in March 2021, it then received further funding from the NLCF from July 2021 and concluded in December 2023.

##### **Women Returners**

A short term project funded by Workplace Equality Fund to support women returners to access employment opportunities within Sky Dunfermline.

##### **Fife Voluntary Action**

A one-off grant to support the activities of Equality Collective, Fife Women's Tent and Minority Ethnic 60+ Project during the Covid pandemic.

##### **Fife Equality Community Grant**

A one-off project funded by the National Lottery Community Fund, supported by members of Fife Equalities Forum to distribute community grants for small community-led groups, for example, a peer support group or an informal walking group.

##### **Fife Women's Tent**

A project funded by Fife Voluntary Action enabling members of Fife Women's Tent to continue to promote positive, physical, emotional and mental wellbeing for disabled, minority ethnic, transgender and other marginalised women in Fife by encouraging them to make positive connections and support each other in these troubled times.

##### **Fife Voluntary Action/Scottish Government: Communities Mental Health and Wellbeing Fund for Adults.**

A fund based on the Recovery and Renewal Fund 2021 with the intended outcome of developing a culture of mental wellbeing and prevention within local communities and across Scotland with improved awareness of how we can all stay well and help ourselves and others. The fund is managed by Fife Voluntary Action in Fife.

##### **Fife Mental Health and Wellbeing in Primary Care and Community Settings Project**

Funding for secondment of an Equalities Officer to the Mental Health and Wellbeing in Primary Care and Community Settings project with Fife Health and Social Care Partnership. This project is initially funded to March 2025.

# FIFE CENTRE FOR EQUALITIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

17 Analysis of net assets between funds	Unrestricted funds		Restricted funds	Total	As Restated		Total
	2024	2024			2023	2023	
	£	£	£	£	£	£	£
Fund balances at 31 March are represented by:							
Tangible assets	3,043	243	3,286	1,277	1,042	2,319	
Current assets/(liabilities)	230,077	25,485	255,562	134,524	56,460	190,984	
	<u>233,120</u>	<u>25,728</u>	<u>258,848</u>	<u>135,801</u>	<u>57,502</u>	<u>193,303</u>	

### 18 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

### 19 Prior period adjustment

#### Changes to the balance sheet

	At 31 March 2023		
	As previously reported	Adjustment	As restated
	£	£	£
Capital funds			
Income funds			
Restricted funds	57,502	(16,190)	41,312
Unrestricted funds	135,801	16,190	151,991
<b>Total equity</b>	<u>193,303</u>	<u>-</u>	<u>193,303</u>

During the year, on review of the funds, it was noted that there had been a previous misallocation of funds. The 2023 year has now been restated, this has no impact on the overall figures.