REGISTERED COMPANY NUMBER: SC497289 (Scotland)
REGISTERED CHARITY NUMBER: SC045424

REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS FOR THE PERIOD ENDED
31 MARCH 2016
FOR
MyParkScotland

# CONTENTS OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2016

	Page
Report of the Directors	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 to 10
Cashflow Statement	11
Notes to the Financial Statements	12 to 15
Income and expenditure account	16

## REPORT OF THE DIRECTORS FOR THE PERIOD ENDED 31 MARCH 2016

The directors, who are also trustees of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The directors have adopted the provisions of the Charities SORP (FRS102).

### REFERENCE AND ADMINISTRATIVE DETAILS

#### **Registered Company number**

SC497289 (Scotland)

### Registered Charity number

SC045424

#### Registered office

Jubilee House Forthside Way Stirling FK8 1QZ

#### Trustees and directors

Howard Pearce CVO Dr Sheila Beck John Laurie Rebecca Logan Sam Patterson Chair Deputy Chair

Appointed 29 January 2015 Appointed 29 January 2015 Appointed 12 November 2015 Appointed 28 April 2016

Appointed 29 January 2015

Day-to-day management of the charity is delegated to the Project Manager, Ian Goodman, who is not a Trustee or Director.

#### **Company Secretary**

Ian Goodman

#### Independent examiner

Ellen Waters BA CA
Institute of Chartered Accountants Scotland
French Duncan LLP
Chartered Accountants
Macfarlane Gray House
Castlecraig Business Park
Springbank Road
Stirling
Stirlingshire
FK7 7WT

#### **Bankers**

Bank of Scotland PO BOX 1000 BX2 1LB

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

MyParkScotland is a company limited by guarantee, with no share capital. It was incorporated on 9 February 2015 and recognised as a charity on 13 February 2015. The charity 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. The current trustees are the members of the charity. In the event of the charity being wound up, members are required to contribute an amount not exceeding £1.

#### Recruitment and appointment of new directors

As set out in the Articles of Association, the number of trustees shall be not fewer than three and not more than twelve. Appointment of trustees is made on a skills-basis and a skills/experience/geography audit of trustees is undertaken periodically to inform the appointment of new trustees. Trustees have agreed and follow a Code of Corporate Governance which is based on the model code of conduct approved by the Scottish Parliament for non-department bodies.

#### Induction and training of new directors

Most trustees are already familiar with the work of MyParkScotland prior to their appointment to the Board. An induction pack is provided to all new trustees and they are also invited to attend an induction session with the Company Secretary covering their legal responsibilities under charity and company law, the contents of the Memorandum and Articles of Association, Board procedures and decision-making processes, the business plan, resourcing and recent financial performance, current issues and future plans. Training for trustees is largely informal through briefing sessions and courses as required.

#### **Organisational structure**

The governing body of MyParkScotland is its Board of Trustees. The trustees are also the Directors of the company and are legally responsible for the governance and management of MyParkScotland. The Board has up to twelve Directors who meet quarterly. At 31 March 2016, there were four trustees from professional backgrounds relevant to the work of the Charity; details of the trustees are provided above.

A Project Manager is appointed to manage the day-to-day operations of the charity. To facilitate effective operations, the Project Manager has delegated authority for operational matters.

#### Risk management

The board has a risk management strategy which comprises:

- an annual review of the risks the charity may face, undertaken in accordance with SORP Accounting and Reporting for Charities
- · the establishment of systems and procedures to mitigate those risks identified
- the implementation of procedures designed to minimise any potential impact on the charity should these risks materialise

The most critical risks identified are securing adequate income for MyParkScotland, loss of expertise and knowledge through departure of key staff, IT failures resulting in the website being out of action and competition from other web platforms. The risk management strategy sets out actions to mitigate these risks.

#### **OBJECTIVES AND ACTIVITIES**

#### Charitable purposes and activities

MyParkScotland's charitable purposes are to advance environmental protection and improvement, citizenship and community development, and health and recreation, through the involvement of communities and local groups, where possible in partnership with local authorities and others in the sustainable management and use of parks and other green spaces within and around settlements in Scotland. In furtherance of these charitable purposes, the charity shall seek to:

- encourage and develop a spirit of voluntary or other commitment by individuals, unincorporated
  associations, societies, federations, partnerships, corporate bodies, agencies, undertakings, local
  authorities, unions, co-operatives, trusts and others and any groups or groupings thereof willing to assist
  the Trust to achieve the Charitable Purpose.
- · provide advice, consultancy, training, tuition, expertise and assistance
- promote and carry out research, surveys and investigations and develop initiatives, projects and programmes
- prepare, organise, promote and implement training courses, exhibitions, lectures, seminars, conferences, events and workshops, to collect, collate, disseminate and exchange information and to prepare, produce, edit, publish, exhibit and distribute articles, pamphlets, books and other publications, tapes, motion and still pictures, music and drama and other materials, all in any medium.
- take such steps as may be deemed appropriate for the purpose of raising funds for the activities of the Trust
- accept subscriptions, grants, donations, gifts, legacies and endowments of all kinds, either absolutely or conditionally or in trust
- set aside funds not immediately required as a reserve or for specific purposes
- · make grants or loans of money and to give guarantees;
- employ as a professional investment manager any person who is entitled to carry on investment business
  under the supervision of the Financial Conduct Authority (or its successors) and to delegate to any such
  manager the exercise of all or any of its power of investment on such terms and at such reasonable
  remuneration as the Board of Trustees thinks fit, and to enable investments to be held for the Trust in
  nominee names, but subject always to the provisions of the Charities Act;
- do all such other things as are charitable in law for the attainment of these charitable purposes

#### **ACHIEVEMENT AND PERFORMANCE**

#### Charitable activities

MyParkScotland provides a new way for people to discover, enjoy and support their local parks and greenspaces.

Developed in response to the funding challenges facing Scotland's urban greenspaces and declining levels of park use, MyParkScotland provides a web platform and interactive information hub to help people discover their local parks, as well as providing a method of funding park and greenspace improvements and longer term investments. MyParkScotland is part of Scotland's answer to the challenges highlighted in the Heritage Lottery Fund "State of the UK's Public Parks 2014" report which warned that unless future funding is generated in new ways, parks are at serious risk of rapid decline.

MyParkScotland was developed with initial funding support from Nesta and the Heritage Lottery Fund as one of 11 UK "park trailblazers" in the Rethinking Parks programme. Rethinking Parks was a competitive grant programme which supported the most innovative and promising new business models to enable our parks to thrive for the next century.

#### Discovering and enjoying parks and greenspaces

MyParkScotland makes finding where to have a great day out in parks a lot easier. This year <a href="https://www.mypark.scot">www.mypark.scot</a> provided a new way to discover our wonderful parks in Edinburgh and Glasgow. At the click of a mouse or a tap on your phone, you can search all 254 parks by location, postcode or facilities and the events calendar lets you find out what's happening in a park near you. If you've had a great day out you can share your pictures and stories through the website or use the ideas function to suggest and get views on ways to improve your local greenspace.

#### Supporting parks and improvement projects

MyParkScotland is Scotland's only crowdfunding site specifically for parks and greenspace. The website allows groups to promote their projects and we can easily and safely collect donations using crowdfunding (raising funds from many people over the internet towards a common project). This enables individuals and businesses to support their favourite local park projects and make donations to specific parks. Supporters are encouraged to Gift Aid their donations and this "extra funding" goes towards building an endowment fund for Scotland's parks – helping to safeguard our national treasures for future generations.

12 projects in Edinburgh and Glasgow used the crowdfunding platform to raise funds for local park projects, including a mini-orchard in Hayburn Park, Glasgow; bio-haven islands for great crested grebes at Hogganfield Loch, Glasgow; a pensioners playground in Inverleith Park, Edinburgh; and children's nature trail at Starbank Park, Edinburgh. More details of completed and "live" projects at http://www.mypark.scot/support-parks/

In the first year of operation, over 100 individual and business donations were made to projects and parks, with over 80% of donations being gift-aided, raising over £3,000 for parks projects, including business and inkind donations.

#### Raising awareness and sharing practice

Architecture & Design Scotland hosted a 10 week long summer exhibition about MyParkScotland in The Lighthouse in Glasgow. A grant from the Scottish Government's Community Regeneration Networks Challenge Fund enabled us to present a sharing practice event "Innovative approaches to fundraising for parks and greenspace projects" in March which was attended by 55 colleagues from Councils, Friends groups and third sector organisations. Working with Resourcing Scotland's Heritage we produced short videos of groups who have used MyParkScotland to raise funds for their projects; these videos will be used by both MyParkScotland and Resourcing Scotland's Heritage. MyParkScotland has a growing social media presence.

## REPORT OF THE DIRECTORS FOR THE PERIOD ENDED 31 MARCH 2016

#### **FINANCIAL REVIEW**

The financial results for the year are set out in the financial statements that follow. The Trustees consider the financial position to be satisfactory for the charity's first year of operation.

The charity closed the year with an operating surplus of £2,087.

#### Reserves policy

MyParkScotland needs reserves to be able to resource the development of activities and bridge any temporary funding gaps between time-limited grant funds, subscriptions and other income. Trustees consider it prudent that unrestricted reserves should be developed and maintained at a level that is sufficient to cover six months operating costs. It was not possible to develop this level of reserves in the first year of operation but trustees will seek to create operating surpluses, as appropriate, to develop and maintain reserves in line with this policy.

#### **FUTURE DEVELOPMENTS**

MyParkScotland was initially developed in partnership with greenspace scotland, the City of Edinburgh and Glasgow City Councils, Future Cities and the Edinburgh Friends Forum. The intention is to extend it across Scotland and at March 2016 positive discussions were underway with Councils and other organisations in six local authority areas.

In 2016/17 we aim to at least double the area covered by MyParkScotland, expanding to cover a minimum of 4 local authority areas and listing over 500 parks and greenspaces.

To encourage more people to get more active, more often in their parks and greenspaces we will work with the Paths for All Partnership and NHS Health Scotland to support delivery of the Active Scotland outcomes.

To help groups take their first steps towards developing projects and crowdfunds, we will develop guidance and support materials, provide training courses and mentoring supporting, and develop thematic crowdfund campaigns which cluster together smaller projects.

To make it easier for people to support their favourite park projects and to make donations when they are out-and-about in the park and enjoying events and activities, we will introduce facilities for textgiving.

As MyParkScotland extends its geographical coverage it will help more people across Scotland to discover, enjoy and support their local parks and greenspaces.

#### Why parks matter

Parks and greenspaces are really important as wonderful local spaces on your doorstep for play, relaxation and exercise. They make a huge contribution to our health, our quality of life and our community spirit. And we really love them: in 2013 Scots made over 160 million visits to our local parks and greenspaces. Since 2004 they've topped the list of locations visited in the Scottish Recreation Survey – well ahead of woodlands, beaches and hills.

Our parks really matter because they aren't just the spaces where the kids kick a ball around or where your neighbour walks the dog - they make a big difference to our quality of life.

Greenspace is nature's anti-depressant – just viewing a greenspace for 3 to 5 minutes can significantly reduce stress. When we're not relaxing in our parks, they can help us get fit and active. And what better place for children to run around and play? Many of us have treasured childhood memories of playing in the park – feeding the ducks, playing hide and seek, whizzing down the slide...and we see our children and grandchildren enjoying these same simple pleasures.

#### DIRECTORS RESPONSIBILITY STATEMENT

The Directors (who are also the Trustees of MyParkScotland for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP:
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Directors' and officers liability insurance

During the period the charity purchased liability insurance for its Trustees and staff as permitted by Section 233 of the Companies Act 2006.

#### ON BEHALF OF THE BOARD:

lan Goodman - Company Secretary

Date: 20 October 2016

#### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF **MvParkScotland**

I report on the accounts for the period ended 31 March 2016 set out on pages seventeen to twenty nine.

#### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

#### Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

Ellen Wild

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

Ellen Waters BA CA Institute of Chartered Accountants Scotland French Duncan LLP **Chartered Accountants** Macfarlane Gray House Castlecraig Business Park Springbank Road

Stirling

FK7 7WT

Date: 20 October 2016

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2016

INCOME AND	Notes	Unrestricted fund £	2016 Restricted funds £	2016 Total funds £
ENDOWMENTS FROM Donations and legacies	2	103	2,273	2,376
Other income		1,172		1,172
Total		1,275	2,273	3,548
EXPENDITURE ON Raising funds Charitable activities Projects and programmes Total	3 4	36 <u>750</u> <u>786</u>	94 <u>581</u> <u>675</u>	130 <u>1,331</u> <u>1,461</u>
NET INCOME		489	1,598	2,087
RECONCILIATION OF FUNDS				
Total funds brought forward		-	•	-
TOTAL FUNDS CARRIED FORWARD		489	1,598	2,087

## **CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

### BALANCE SHEET AT 31 MARCH 2016

	Notes	2016 £
CURRENT ASSETS Debtors: amounts falling due within one year Cash at bank and in hand	7	303 2,534
		2,837
CREDITORS Amounts falling due within one year	8	(750)
NET CURRENT ASSETS/(LIABILITIES)		
NET ASSETS/(LIABILITIES)		2,087
FUNDS Unrestricted funds: General Fund	10	489
Restricted funds: MyParkEdinburgh MyParkGlasgow		1,235 363
TOTAL FUNDS		2,087

The notes form part of these financial statements

## BALANCE SHEET - CONTINUED AT 31 MARCH 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the period ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Directors on 20 October 2016 and were signed on its behalf by:

Howard Pearce - Director

Dr Sheila Beck - Director

## CASH FLOW STATEMENT FOR THE PERIOD ENDED 31 MARCH 2016

Cash flows from operating activities:	Notes	2016 £
Cash generated from operations	1	2,534
Net cash provided by (used in) operatin activities	g	2,534
Cash flows from investing activities: Purchase of tangible fixed assets		
Net cash provided by (used in) investing activities	3	
		<del></del>
Change in cash and cash equivalents in reporting period Cash and cash equivalents at the begin of the reporting period		2,534
Cash and cash equivalents at the end of reporting period	f the	
1. RECONCILIATION OF NET INCOM	ME TO NET CASH FLOW FROM OPER	RATING ACTIVITIES 2016
Net income for the reporting perior financial activities) Adjustments for:	od (as per the statement of	2,087
Depreciation charges Gain on investments		YVE
(Increase)/decrease in debtors Increase in creditors		(303) 
Net cash provided by (used in) op	perating activities	2,534

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with applicable accounting standards in the United Kingdom and the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP Revised 2015). A summary of the more important accounting policies, which have been applied consistently, is set out below.

#### **Accounting convention**

The financial statements are prepared under the historical cost convention.

#### Incoming resources

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

- Voluntary income is received by way of grants, donations and gifts and is included in full when
  receivable. Grants, where entitlement is not conditional on the delivery of a specific performance
  by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Management fees are accounted for net of value added tax.
- Investment income is included when receivable.
- Gifts in kind are services which are provided to the charity as a donation that would normally be purchased from suppliers; this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

#### Government and other grants

Grants received in respect of capital expenditure are credited to a deferred income account and are released to income over the expected useful lives in equal annual instalments. Revenue grants are taken to the Statement of Financial Activities in the year to which they relate.

#### 1. ACCOUNTING POLICIES - continued

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and securing grants and contracts.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities
  and programmes for its beneficiaries. It includes both costs that can be allocated directly to such
  activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the statement of financial activities
  on a basis designed to reflect usage of the resource. Costs relating to a particular activity are
  allocated directly, others are apportioned on an appropriate basis: e.g. staff costs.

#### Going concern

In common with other charitable organisations, MyParkScotland is dependent on income from its donors, grant givers and other supporters to ensure its objectives continue to be achieved for the longer term. The accounts have been prepared on the basis that the charity has the continued support of its funders in the current and future years.

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of a grant.

#### 2. VOLUNTARY INCOME

	Donations	2016 £ 
3.	COSTS OF GENERATING VOLUNTARY INCOME	
	Platform fees	2016 £ 130

4.	CHARITABLE ACTIVITIES COSTS			
		Direct costs	Support costs	Totals
		£	(See note 5)	£
	Projects and programmes	581	<u>750</u>	<u>1,331</u>
5.	SUPPORT COSTS	Management		Totals
	Projects and programmes	£	costs £ 	£ 750
6.	TRUSTEES' REMUNERATION AND BENEFITS			
	During the year no directors of the charity received ren	nuneration from tl	ne charity for the	eir services.
	Trustees' expenses			
	The Directors are also entitled to reimbursement of ex	penses, which, fo	r the year, amo	unted to £Nil.
7.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE	YEAR		
	Other debtors			2016 £ 303 303
8.	CREDITORS: AMOUNTS FALLING DUE WITHIN O	NE YEAR		
	Accrued expenses			2016 £ 750 750
9.	ANALYSIS OF NET ASSETS BETWEEN FUNDS			
	Current assets	Unrestricted fund 1,239	Restricted fund £ 1,598	2016 Total funds £ 2,837
	Current liabilities	<u>(750)</u>	·	<u>(750)</u>
		489	<u>1,598</u>	2,087

### 10. MOVEMENT IN FUNDS

Unrestricted funds	At 9/2/15 £	Net movement in funds £	At 31/3/16 £
General fund	•	489	489
Restricted funds MyParkEdinburgh MyParkGlasgow		1,235 363	1,235 363
TOTAL FUNDS	:	2,087	2,087

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,275	(786)	-	489
Restricted funds				
MyParkEdinburgh	1,289	(54)	-	1,235
MyParkGlasgow	984	(621)	-	363
				-
TOTAL FUNDS	3,548	<u>(1,461</u> )		<u>2,087</u>

### 11. CAPITAL COMMITMENTS

There were no capital commitments at 31 March 2016. There were no contingent liabilities at 31 March 2016.

# DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 MARCH 2016

	2016 £
INCOME	L
Core income Donations	2,376
Other incoming resources Other incoming resources	1,172
Total incoming resources	3,548
EXPENDITURE	
Running costs Platform fees Professional support costs	130 750 880
Project costs MyParkGlasgow	581
Total resources expended	1,461
Net surplus	2,087

This page does not form part of the statutory financial statements