

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Directors' report and financial statements**  
**for the year ended 31 December 2015**

**Registered number SC376887**

**Charity number SC041421**

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

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**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Company information**

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<b>Directors</b>	Sally Fiona Aitchison MBE John William Curran Catherine McIntyre Kirk Stewart Lindsay Wilson Hunter Brian Crombie Mike Naysmith (appointed 24 November 2015)
<b>Secretary</b>	Tracey Butler
<b>Auditors</b>	Henderson Loggie Chartered Accountants and Registered Auditors The Vision Building 20 Greenmarket Dundee DD1 4QB
<b>Bankers</b>	Bank of Scotland plc
<b>Registered office</b>	Radio Forth Forth House Forth Street Edinburgh Lothian EH1 3LE
<b>Company number</b>	SC376887
<b>Charity number</b>	SC041421

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Introduction from Chair/Managing Director**

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I would like to thank everyone who helped us in 2015 making it the most successful year in Cash for Kids history. The fundraising total delivered was a record £2.9m. This has enabled us to help over 52,000 children across the East of Scotland. In the last 5 years Cash for Kids in the East of Scotland have raised £10,698,045.

Two performances to highlight are Forth's Cash for Kids in Edinburgh who have broken the magic £1.0m. The team in Edinburgh delivered £1.2m. This enabled them to help 21,302 children.

The team at MFR's Cash for Kids in Inverness broke through the £0.5m mark. This enabled them to help 9,425 children.

We have worked very hard to build relationships and to understand what our donors expect of us. Their priority is that they understand the charity is well governed and that their generous donations will get to the children they are intended for. We target every charity team with goals on minimum contribution to ensure this is the case. We guarantee that every penny granted will be granted to the geographical region in which it was donated. Our mantra of 'Raised locally, stays local' resonates with people in local communities who want to lend a helping hand to children who may be struggling on their doorstep.

Transparency is a high priority for Cash for kids, we have worked hard across the group to ensure visibility of 'where the money goes' ensuring that our quarterly grant rounds are celebrated where possible on air and across our digital channels. We are proud to make a commitment to our supporters that a minimum of 80p in every pound donated will be re-distributed to the local community; in 2015 we delivered 82p in every pound donated back into our local communities.

Cash for Kids are grant making charities and we believe that the funds raised should be granted out regularly to allow our donors the opportunity to have the visibility of where their money is going and how it is impacting on children's lives. This also allows our beneficiaries regular access to necessary funding whether this is for an individual or a group/project.

We have delivered a minimum of two grant rounds at all of our sites in the past 12 months and in many places we have done one every quarter. The diversity of the children, groups and charities we have granted to is broad ranging from specialist trikes, sensory equipment, respite for young carers, counselling, sports equipment, beds, and toys to chill out rooms for cancer units. Again by committing to ensuring every penny raised in each of our markets stays where it was raised this gives our supporters greater visibility of the impact of their donation.

Our Local Exec Boards are responsible for the grant making decisions and the due diligence on all applications is done by each local Charity Manager. Following every grant round the details of what we have granted to is featured on our websites to offer visibility to our donors of where their generous donations are going. The local exec board members will then make visits to see how the money spent has impacted positively on the lives of the children affected and each beneficiary will complete an evaluation form detailing how the money was spent and the impact this has had on the children they support.

Our fundraising strategy is aligned across four pillars of fundraising, one per quarter, with each charity delivering the same execution to a high standard supported by central resources and supported by Bauer radio. Every radio station gets behind the pillars and donates airtime support and presenters engagement by getting heavily involved for which we are very grateful.

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Introduction from Chair/Managing Director (continued)**

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Superhero day is continuing to build and companies and schools have the date in their diaries to support us by becoming a superhero. That could be by donating, fundraising, dressing up or completing a challenge.

Our biggest campaign of the year was Mission Christmas. This campaign was created to ensure that every child could enjoy the childhood joy of a gift on Christmas morning. The Bauer radio stations engage their listeners to buy an additional gift when out Christmas shopping and drop it off at one of the many designated drop off points. The toys and gifts are then distributed to the children who would otherwise wake up to nothing. We work very closely with Social Services, schools, medical professionals and the Police to ensure that the children and the families who need help are identified. Mission Christmas was supported by a record number of companies acting as drop off points ensuring ease of giving. The result was astonishing with more children than ever waking to a gift on Christmas morning.

The achievements this year are only made possible through the passion and dedication of our staff, trustees, volunteers and supporters. I would like to thank all of them for their contribution to helping Cash for Kids grow and help more children every year.

**Sally Aitchison**  
**Chair of the Trustees and Managing Director**

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

## **Directors' report**

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The directors present their report together with the financial statements of the charitable company for the year ended 31 December 2015.

The company information set out on page 1 forms part of this report. This report is prepared in accordance with the Memorandum and Articles of Association of the company and the accounting policies set out in note 1 to the financial statements. They also comply with the Charities and Trustees Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulation 2006 (as amended) and Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing the financial statements in accordance with FRS 102 applicable in the UK and Republic of Ireland published on 16 July 2014.

### **Principal activity**

The principal activity of the charitable company in the period under review was to raise funds to allocate to local charitable and voluntary projects that work directly with disadvantaged children in order to give them a better quality of life. The charity supports thousands of individuals dealing with poverty, neglect, disability and distress. All funds raised stay in the local area in which they were raised.

### **Structure, governance and management**

#### **Constitution**

Bauer Radio's Cash for Kids Charities (Scotland) is a company limited by guarantee and a registered charity governed by its Articles of Association - Company number SC376887, Charity number SC041421.

Bauer Radio Limited is the sole member.

#### **Organisation and decision making process**

Bauer Radio's Cash for Kids Charities (Scotland) has a board of six trustees who meet twice a year and are responsible for the strategy, management and operation of the company.

The day to day management of the company is the responsibility of the charity manager, the chairman, company secretary and the board of trustees.

#### **Grant making policy**

The Local Executive Boards are responsible for receiving applications from persons wishing to receive support from the Charity (in accordance with criteria put in place from time to time by the Trustees); considering applications received and interviewing applicants for grants (where appropriate); selecting potential grant recipients ("beneficiaries") to receive support from the Charity and making recommendations in writing to the Trustees; supporting the beneficiaries and, as and when required, ensuring that funds are applied properly and for the purposes for which they were given; monitoring the use of the Charity's funds by beneficiaries in accordance with any directions given by the Trustees from time to time; reviewing the grant making policy documents that are drawn up by the Trustees from time to time in relation to the charity and ensuring that such policies are complied with.

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Directors' report (continued)**

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Cash for Kids has provided funding to sick and underprivileged children by awarding a wide range of grants including supporting children suffering with various disabilities such as, deafness, cancer, blindness, autism, cerebral palsy, special needs, epilepsy & providing wheelchairs, sensory gardens, sensory room equipment, special trikes and holidays.

#### **Objectives**

The core objectives of Bauer Radio's Cash for Kids Charities continue to be:

- To manage and develop leading local Children's Charities and become the local children's charity of choice, delivering excellence to beneficiaries, donors and key stakeholders
- Increase revenue year on year and carry out grant runs at least twice a year
- To deliver 80% contribution
- To deliver more effective on air campaigns
- Less off air events which will eliminate costs/risks to the charity
- Increased focus on corporate donations, regular giving, legacies and funding from charitable trusts
- Share best practice
- Staff development

#### **Recruitment, induction, pay policy and training of directors**

New Trustees are recruited and appointed according to the workload of the committee in terms of both the business of the company and the needs of Bauer Radio's Cash for Kids Charities (Scotland) in that they require specific jobs to be fulfilled by their Trustees.

The pay of senior staff is reviewed in April annually and normally increased in accordance with average earnings. Our HR team and the Trustees / Directors benchmark against pay levels of other charities in each geographical area. We have a pay structure for Regional Managers, Senior Staff and Employees. The remuneration benchmark is the mid-point of the range paid for similar roles. If recruitment has proven difficult in the recent past a market addition is also paid with the pay maximum no greater than the highest benchmarked salary for a comparable role. Merit awards may be awarded but is directly linked to outstanding year on year performance and achievement of stretched targets.

#### **Review of charity's activities in the period**

Bauer Radio's Cash for Kids Charities is the registered umbrella brand for Bauer Radio's network of charities which operate across 21 local areas within the UK.

Each local 'Cash for Kids' brand is established to channel the caring of the local community into the welfare of their own youngsters.

Our Mission is to respond to the needs of the children in our communities. We aspire to enable all children to live life to the full and to achieve their potential.

With cash raised and donated locally, each charity guarantees that generous donations from listeners and the community will go to bring, hope, healing or happiness to a child in each local area.

All Cash for Kids sites have similar objectives, carrying out their activities in different geographical locations in order to realise fund raising goals and targets. The strategy is to ensure that funds are raised in the most efficient and cost-effective way.

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

## **Directors' report (continued)**

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### **Achievements and performance**

- Fundraising campaigns are aligned across four pillars of fundraising, one per quarter. Campaigns in the year included car boot sales, auctions, sporting activities, ladies lunches, wedding competitions & bed appeals, to name but a few.
- Superhero day is continuing to grow with both companies and schools planning events around the theme of becoming a superhero.
- Mission Christmas remains to be one of the largest and most successful events. £1,762,453 (2014 - £1,323,714) in gifts were donated to the charity to ensure that severely underprivileged children would wake up to gifts on Christmas Day. The charity works with social services, refuges and hostels to identify the children most in need.
- In the 12 month period ending 31 December 2015 total income was up by £473k, equivalent to 19% on last year.

### **Volunteers**

The charity has a bank of volunteers to assist with fundraising campaigns.

### **Financial review**

The results for the period and financial position of the company are as shown on pages 11 and 12. Total income in the year was £2,939,548 (2014 - £2,466,139) and net income for the year of £94,917 (2014 - £47,372). The movements in reserves are shown in notes 13 and 14 to the accounts.

### **Risk management**

The directors have identified the major risks to which Bauer Radio's Cash for Kids Charities (Scotland) could be exposed, in particular those related to the operations and finances of the company, in order to satisfy themselves that systems are in place to mitigate the company's exposure to the major risks.

The major risks identified were:

- Data protection laws - strict controls to ensure compliance;
- Events organised that may bring the charity into disrepute (by a third party);
- Supporters being seriously injured at an event; and
- Staff / volunteers not having necessary CRB checks.

These have been mitigated using a controls based approach including the induction of new starters, confidentiality agreements, staff CRB checks and event safety training. Risk assessments and systems are locked down restricting access to data.

### **Reserves policy**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level at least equivalent to between three and six months expenditure. The committee considers that reserves at this level will ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The level of unrestricted reserves as at 31 December 2015 was £601,396 (2014 - £488,376).

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

## **Directors' report (continued)**

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### **Going Forward**

- Bauer Radio's Cash for Kids Charities (Scotland) operates a central and local strategy. The growth strategy continues to be a combination of innovative campaigns and centrally driven group initiatives delivered locally.
- The charity teams are focussed on developing corporate partnerships to adopt Cash for Kids at their chosen charity. This involves a menu of fundraising options:
  - Pillar activity which includes Cash for Kids Superhero Day, Happy Street and Mission Christmas
  - Match funding
  - Volunteering hours
  - Challenge events
  - Payroll giving
- The mission for 2016 is that Cash for Kids continues to be at the heart of every radio station and is considered as an integral part of every campaign and initiative.
- Our goal for 2016 is to increase revenue by 7%.

### **Company tax status**

The company has charitable status in terms of Section 505 of the Income and Corporation Taxes Act 1988.

### **Directors**

The directors of the company at the date of this report are as shown on page 1. The following changes took place during the year and up to the date of this report:

Mike Naysmith - appointed 24 November 2015.

### **Related parties**

Cash for Kids is a charity promoted and administered by Bauer Radio Limited. A summary of transactions with Bauer Radio Limited is set out in note 16 to the accounts.

### **Auditors**

So far as each director is aware, there is no relevant audit information of which the auditors are unaware. Each director has taken all the steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the auditors are aware of it.

This report was approved by the directors on 30 August 2016.

Signed on behalf of the directors

### **Sally Aitchison MBE**

Chairman of Trustees

Bauer Radio's Cash for Kids Charities (Scotland)

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Statement of directors' responsibilities**

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The directors (who are the trustees of the charity for the purposes of charity law) are responsible for preparing the annual 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 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 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 Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom 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 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, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Independent auditors' report to the trustees and members of Bauer Radio's Cash for Kids Charities (Scotland)**

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We have audited the financial statements of Bauer Radio's Cash for Kids Charities (Scotland) for the year ended 31 December 2015, which comprise the income and expenditure account (incorporating the statement of financial activities), the balance sheet, the statement of cashflows and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made exclusively to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of directors and auditors**

As explained more fully in the Directors' Responsibilities Statement set out on page 8, the directors (who are also the trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Director's Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

### **Independent auditors' report to the trustees and members of Bauer Radio's Cash for Kids Charities (Scotland) (continued)**

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#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Directors' Annual Report for the financial period for which the financial statements are prepared is consistent with the accounts.

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report.

#### **George M Hay** **Senior Statutory Auditor**

For and on behalf of Henderson Loggie, Statutory Auditor

Henderson Loggie is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
The Vision Building, 20 Greenmarket, Dundee

30 August 2016

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Statement of financial activities incorporating income and expenditure account for the year ended 31 December 2015**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2015 £	Total funds 2014 £
<b>Income:</b>					
Donations	3	372,711	1,695,217	2,067,928	1,722,002
Income from other trading activities:					
Fundraising event income	4	870,619	-	870,619	743,810
Investment income		1,001	-	1,001	327
<b>Total income</b>		<u>1,244,331</u>	<u>1,695,217</u>	<u>2,939,548</u>	<u>2,466,139</u>
<b>Expenditure:</b>					
Costs of raising funds:					
Fundraising events	5	439,254	-	439,254	386,494
Expenditure on charitable activities:					
Grants	6	692,057	1,713,320	2,405,377	2,032,273
<b>Total expenditure</b>		<u>1,131,311</u>	<u>1,713,320</u>	<u>2,844,631</u>	<u>2,418,767</u>
<b>Net income and net movement in the funds for the year</b>	2	113,020	(18,103)	94,917	47,372
Total funds brought forward		<u>488,376</u>	<u>54,349</u>	<u>542,725</u>	495,353
<b>Total funds carried forward</b>		<u>601,396</u> =====	<u>36,246</u> =====	<u>637,642</u> =====	542,725 =====

There were no recognised gains or losses for the financial year other than the surplus recognised above.

All income and expenditure derive from continuing activities.

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Balance sheet as at 31 December 2015**

	Note	£	2015 £	£	2014 £
<b>Fixed assets</b>					
Tangible assets	10		<b>7,352</b>		6,327
<b>Current assets</b>					
Debtors	11	<b>141,224</b>		184,113	
Cash at bank and in hand		<b>626,826</b>		496,409	
			<b>768,050</b>	<b>680,522</b>	
<b>Creditors</b>					
Amounts falling due within one year	12	<b>137,760</b>		144,124	
<b>Net current assets</b>			<b>630,290</b>		536,398
<b>Total assets less current liabilities</b>			<b>637,642</b>		542,725
<b>Funds</b>					
Unrestricted funds	13		<b>601,396</b>		488,376
Restricted funds	14		<b>36,246</b>		54,349
			<b>637,642</b>		542,725

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and were approved by the directors on 30 August 2016 and signed on their behalf by:

**Sally Aitchison MBE**  
 Director

The notes on pages 14 to 27 form part of these financial statements

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Statement of cash flows for the year ended 31 December 2015**

	Note	2015 £	2014 £
<b>Cash flows from operating activities:</b>			
Net cash provided by operating activities	18	<b>134,005</b>	30,817
<b>Cash flows from investing activities:</b>			
Interest income		<b>1,001</b>	327
Purchases of tangible assets		<b>(4,589)</b>	(1,824)
Net cash used in investing activities		<b>(3,588)</b>	(1,497)
Change in cash and cash equivalents in the reporting period		<b>130,417</b>	29,320
Cash in cash equivalents at 1 January 2015		<b>496,409</b>	467,089
<b>Cash in cash equivalents at 31 December 2015</b>		<b>626,826</b> =====	496,409 =====

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

## **Notes to the financial statements**

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### **1 Accounting policies**

#### **Status of the company and liability of members**

Bauer Radio's Cash for Kids Charities (Scotland) is a company limited by guarantee of its members and does not have a share capital. Each member has undertaken to contribute an amount not exceeding one pound towards any deficit arising in the event of the company being wound up.

#### **Company information**

Bauer Radio's Cash for Kids Charities (Scotland) is a company limited by guarantee incorporated in Scotland. The registered office is Radio Forth, Fort House, Forth Street, Edinburgh, EH1 3LE.

#### **Basis of accounting**

The financial statements are prepared under the historical cost convention and include the results of the operations of the charitable company as indicated in the directors' report, all of which are continuing.

The financial statements have been prepared in accordance with applicable accounting standards and 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) (effective 1 January 2015) – Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) and the Companies Act 2006.

Bauer Radio's Cash for Kids Charities (Scotland) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

#### **Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the financial statements, the directors have considered whether in applying the accounting policies required by FRS102 and the charities SORP FRS102 a restatement of comparative items was needed. No restatements were required. The transition date was 1 January 2014.

#### **Going concern**

At the time of approving the financial statements, the directors have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties that may cast doubt upon the going concern assumption.

#### **Incoming resources**

##### **Grants**

Grants towards revenue expenditure are credited to revenue in the year to which they relate.

# **Bauer Radio's Cash for Kids Charities (Scotland)** **(A Company Limited by Guarantee)**

## **Notes to the financial statements (continued)**

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### **1 Accounting policies (continued)**

#### **Other incoming resources**

All other income has been recognised on the basis of entitlement, certainty and measurement.

Donations and fundraising income is included when received by the charity.

Gifts in kind have been valued at the cost of the goods donated, and recognised as income when received by the charity.

#### **Interest receivable**

Interest is included when receivable by the company.

#### **Pension costs**

Bauer Radio Limited operates a defined contribution pension scheme on behalf of the company. Payments made to the scheme are charged against profits and represent contributions payable by the company.

#### **Resources expended and irrecoverable VAT**

All expenditure is included on an accruals basis and is recognised when there is a legal obligation to pay for expenditure. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

- Cost of generating funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with the delivery of its activities and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated on a basis consistent with the use of resources, eg staff costs by time spent and other costs by their usage.
- The costs of generating funds comprise the costs incurred in fundraising including publicity and promotion as well as charity auction costs.

**Restricted funds** are funds subject to specific conditions of use, which may be declared by the donor or with their authority (eg. by the restrictive wording of an appeal). These are restricted income funds expendable at the discretion of the organisation in furtherance of a particular activity, such as fees for a specific project, and funds raised for particular client groups or activities.

**Unrestricted funds** are expendable at the discretion of the organisation in furtherance of the objectives of Bauer Radio's Cash for Kids Charities (Scotland).

**Transfers** any transfer from a restricted fund will only occur with consent of the donor or person who granted the Declaration of trust in the company's favour.

#### **Grants**

Grants comprise those paid in the accounting period and, when applicable, include grants payable in future periods where there exists a legal obligation to make such payments.

#### **Statement of financial activities**

This statement, produced to comply with the Statement of Recommended Practice is incorporated in the income and expenditure account as there is no additional information on movements in capital resources.

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**1 Accounting policies (continued)**

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided on all fixed assets at rates calculated to write off the cost of each asset evenly over its expected useful life.

Equipment, fixtures and fittings - 20% straight line

**Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and cash held in a deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the charitable company 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 discount.

**Financial instruments**

The charitable company only has financial 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 their settlement value.

**2 Net income/(expenditure) for the year**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
This is stated after charging/(crediting):		
Auditor's remuneration - audit services	<b>6,180</b>	<b>2,570</b>
	<b>=====</b>	<b>=====</b>

**3 Donations**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations – Gifts in kind	-	<b>1,563,321</b>	<b>1,563,321</b>	1,201,464
Donations – Other	<b>331,024</b>	<b>131,896</b>	<b>462,920</b>	500,206
Gift aid	<b>41,687</b>	-	<b>41,687</b>	20,332
	<b>=====</b>	<b>=====</b>	<b>=====</b>	<b>=====</b>
	<b>372,711</b>	<b>1,695,217</b>	<b>2,067,928</b>	1,722,002

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**4 Fundraising event income**

	Unrestricted £	Restricted £	2015 £	2014 £
Auction	30,013	-	30,013	60,997
Golf days	14,121	-	14,121	24,974
Gala Ball	24,806	-	24,806	29,439
Ladies lunch	17,398	-	17,398	15,169
Car boot events	20,362	-	20,362	21,344
Mission Christmas	250,140	-	250,140	190,488
Mission Thank you	-	-	-	14,121
CFK Lottery	30,931	-	30,931	2,802
CFK Superhero Day	102,703	-	102,703	44,557
Win your Wedding	108,367	-	108,367	70,281
Big Bake Day	22,112	-	22,112	9,761
Emotive Campaigns	108,704	-	108,704	75,494
Challenge Events	14,000	-	14,000	143,009
Recycling	25,486	-	25,486	12,366
Other	101,476	-	101,476	29,008
	<u>870,619</u>	<u>-</u>	<u>870,619</u>	<u>743,810</u>
	=====	=====	=====	=====

**5 Cost of raising funds**

	2015 £	2014 £
<b>Fundraising events</b>		
Auctions	181	1,346
Golf days	20	4,408
General	4,308	7,966
Gala ball	15,975	15,341
Ladies lunch	7,761	6,053
Car boot events	9,242	9,332
Mission Christmas	27,611	9,135
Challenge Events	2,472	4,230
CFK Lottery	11,857	-
Superhero day	1,441	-
Other	2,878	3,357
Support costs (see note 7)	355,508	325,326
	<u>439,254</u>	<u>386,494</u>
	=====	=====

Expenses attributable to fundraising are those directly relating to fundraising events including the cost of goods purchased for resale and any goods purchased for sale at auction.

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**6 Grants and allocations**

All grants and allocations made were payments to benefit needy children and children's organisations. Grants were made to a combination of individual and institutions.

Approximately 52,255 children received funding in the year compared to approximately 58,627 in 2014.

	2015 Unrestricted £	2015 Restricted £	2015 Total £	2014 Total £
<b>Purpose of grant</b>				
Wheelchairs	-	-	-	4,172
Trikes / Go Carts / Quad bikes	9,203	-	9,203	1,024
General	8,534	-	8,534	38,067
Sensory room	10,860	-	10,860	11,844
Beds / bedding	45,047	62,161	107,208	33,942
Holidays	27,331	-	27,331	21,052
Special needs	35,658	364	36,022	78,572
Garden furniture / play area	10,333	-	10,333	6,003
Welfare / activities	29,880	95	29,975	44,601
Panto / theatre	30,823	1,377	32,200	2,220
Computer equipment	10,503	-	10,503	16,340
Cerebral palsy	27,817	-	27,817	15,529
Epilepsy	5,428	-	5,428	10,251
Furniture	9,321	-	9,321	4,470
TV / audio	-	-	-	300
Appliances	5,414	-	5,414	4,431
Schools / Clubs / Youth groups	45,476	17,203	62,679	39,425
Blind / visually impaired	5,488	-	5,488	4,128
Sport	24,401	50,000	74,401	38,865
Family / individual	13,070	-	13,070	22,719
Autism	37,509	-	37,509	38,323
Christmas Appeal GIK	-	1,512,373	1,512,373	1,145,652
Christmas Appeal cash	8,768	21,814	30,582	34,470
Big Day Out / Family Day	16,230	19,050	35,280	42,061
Mini bus	5,236	-	5,236	5,000
Hospitals	-	-	-	8,520
Uniformed organisations	4,483	-	4,483	13,576
Learning disabilities / behavioural	5,165	-	5,165	8,730
Cancer	2,500	1,700	4,200	6,149
Homeless	200	-	200	20
Tickets for football / rugby / ice hockey	-	-	-	23,963
Clothing	41,993	27,183	69,176	90,388
Groups	66,307	-	66,307	57,622
Carried forward	<b>542,978</b>	<b>1,713,320</b>	<b>2,256,298</b>	<b>1,872,429</b>

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**6 Grants and allocations (continued)**

	2015 Unrestricted £	2015 Restricted £	2015 Total £	2014 Total £
Brought forward	542,978	1,713,320	2,256,298	1,872,429
Respite Homes	1,740	-	1,740	2,000
Welfare / clothing	24,747	-	24,747	24,797
Spina Bifida	1,244	-	1,244	2,562
Abuse / neglect	4,470	-	4,470	3,445
Educational	2,472	-	2,472	14,182
Cockaynes / Overgrowth / Aspergers	196	-	196	-
Flooring	4,708	-	4,708	19,267
Deaf / hearing impaired	1,090	-	1,090	150
Nursery	10,181	-	10,181	5,504
Muscular Dystrophe	3,795	-	3,795	5,871
Neuro development	817	-	817	-
Heart Problems	-	-	-	1,500
Baby equipment	413	-	413	-
Psychological illness / Brain damage	680	-	680	-
Mobility	479	-	479	-
Plagiocephaly	1,392	-	1,392	-
Individuals	920	-	920	-
Children with parents with addictions	250	-	250	-
Down syndrome	684	-	684	-
Bereavement	1,500	-	1,500	-
	<u>604,756</u>	<u>1,713,320</u>	<u>2,318,076</u>	<u>1,951,707</u>
Support costs (note 7)	87,301	-	87,301	80,566
	<u>692,057</u> =====	<u>1,713,320</u> =====	<u>2,405,377</u> =====	<u>2,032,273</u> =====

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**7 Support costs**

	Cost of raising funds £	Expenditure on charitable activities £	2015 £	2014 £
Salaries	228,682	57,171	285,853	275,021
Employers NI	19,145	4,786	23,931	21,316
Pension costs	3,075	769	3,844	3,734
Premises expenses	4,790	1,198	5,988	2,651
Bank and Visa charges	13	3	16	126
Telephone	2,150	538	2,688	3,806
Stationery	3,478	869	4,347	8,173
Marketing materials	27,204	6,801	34,005	9,605
Travel expenses	5,938	1,484	7,422	7,685
Employee car and expense costs	18,771	4,693	23,464	27,334
Sage	-	-	-	11,740
Other	2,044	511	2,555	1,405
Parking	5,427	1,357	6,784	7,107
Collection tins / cans	3,141	785	3,926	1,216
Meeting costs / networking	2,465	616	3,081	3,187
Online giving fees	18,507	4,628	23,135	14,564
Recruitment	860	215	1,075	550
Petrol	657	164	821	966
Depreciation	2,851	713	3,564	2,646
Governance costs:				
Legal and professional fees	130	-	130	490
Audit fee	6,180	-	6,180	2,570
<b>Total</b>	<b>355,508</b> =====	<b>87,301</b> =====	<b>442,809</b> =====	<b>405,892</b> =====

**8 Trustees remuneration**

The trustees of the organisation, who are regarded as the key management personnel, have received no remuneration or reimbursement of expenses during either year.

**9 Staff costs**

	2015 £	2014 £
Wages and salaries	285,853	275,021
Social security costs	23,931	21,316
Pension costs	3,844	3,734
	<b>313,628</b> =====	<b>300,071</b> =====

The average number of employees employed by the charity during the year was 10 (2014 - 12). No employee received remuneration of over £60,000 per annum in either year.

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

<b>10</b>	<b>Tangible assets</b>	<b>Equipment, fixtures &amp; fittings £</b>	
	<b>Cost</b>		
	At 1 January 2015		13,229
	Additions		4,589
	<b>At 31 December 2015</b>		<b>17,818</b>
	<b>Depreciation</b>		
	At 1 January 2015		6,902
	Charge for the year		3,564
	<b>At 31 December 2015</b>		<b>10,466</b>
	<b>Net book value</b>		
	<b>At 31 December 2015</b>		<b>7,352</b>
			=====
	At 31 December 2014		6,327
			=====
<b>11</b>	<b>Debtors</b>	<b>2015</b>	2014
		£	£
	Amounts falling due within one year:		
	Trade debtors	5,578	7,151
	Prepayments and accrued income	135,646	176,962
		-----	-----
		<b>141,224</b>	184,113
		=====	=====
<b>12</b>	<b>Creditors</b>		
	Amounts falling due within one year:		
	Accruals and deferred income	137,760	144,124
		-----	-----
		<b>137,760</b>	144,124
		=====	=====

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

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**13 Unrestricted reserves**

	<b>£</b>
Opening balance at 1 January 2015	488,376
Income for the year	1,244,331
Expenditure for the year	(1,131,311)
Transfer from restricted reserves	-
	<hr/>
<b>Closing balance at 31 December 2015</b>	<b>601,396</b>
	<b>=====</b>

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

**14 Restricted reserves**

	Opening balance £	Income in year £	Expenditure in year £	Transfer to Unrestricted funds £	Total at 31 December 2015 £
Gairloch Special Appeal	3,890	-	-	-	<b>3,890</b>
Kincorth Skate Park	50,095	-	(50,095)	-	-
Murray McKensie Scott	364	-	(364)	-	-
Snow White relaxed performance	-	1,377	(1,377)	-	-
Bed appeal	-	94,516	(62,160)	-	<b>32,356</b>
Coats for Kids appeal	-	27,184	(27,184)	-	-
Mission Christmas	-	1,534,187	(1,534,187)	-	-
Trip to Circus Starr	-	1,650	(1,650)	-	-
Bader Braves Aviation Day	-	12,000	(12,000)	-	-
Summer outing	-	383	(383)	-	-
Fairybox party	-	1,700	(1,700)	-	-
Family day	-	5,017	(5,017)	-	-
Superhero day	-	17,203	(17,203)	-	-
	<u>54,349</u>	<u>1,695,217</u>	<u>(1,713,320)</u>	<u>-</u>	<u><b>36,246</b></u>
	=====	=====	=====	=====	=====

## **Bauer Radio's Cash for Kids Charities (Scotland)**

**(A Company Limited by Guarantee)**

### **Notes to the financial statements (continued)**

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#### **14 Restricted reserves (continued)**

Gairloch Appeal	<p>The deaths of three children, in August 2014, after a canoeing accident devastated the small communities where they lived.</p> <p>The money raised was allocated and distributed in consultation with the families of the children and representatives of the communities involved.</p>
Kincorth Skatepark	<p>This money was received in order to build a Skatepark in a local deprived area for the local children to benefit from.</p>
Murray McKensie Scott	<p>This money was received in order to support Murray and his family to decorate his bedroom and buy specialised equipment.</p>
Snow White relaxed performance	<p>This money was received in order to take children with disabilities to a relaxed pantomime which they could otherwise not be able to experience.</p>
Bed Appeal	<p>This money was received in order to buy local deprived children beds. The children either did not have a bed or were sleeping in insufficient beds or sharing with siblings.</p>
Coats for Kids	<p>This money was received in order to buy local deprived children winter clothing. Applied for through Social Workers and professionals working with the children who live in poverty.</p>
Mission Christmas	<p>This Campaign ensures that no children go without Christmas presents at Christmas time. Gifts and toys are distributed via referrals that come in from Social Workers / Women's Aid / Homeless Units, Doctors and Police.</p>
Trip to Circus Starr	<p>Circus Starr are an organisation based in Cheshire, who come up to Dundee every year and put on a Circus performance for disadvantaged children. This allows a family to have a lovely night out together which they would otherwise not be able to experience.</p>

## Bauer Radio's Cash for Kids Charities (Scotland)

(A Company Limited by Guarantee)

### Notes to the financial statements (continued)

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#### 14 Restricted reserves (continued)

Bader Braves Aviation Day	This is through the Douglas Bader Foundation and the Foundation come up to Scone Airport in Scone, Perth. The day involves taking the children with additional needs / illnesses up in a small aircraft over Tayside. Some of these children have never had the experience of going up in a small plane and they are taken up for around 30 mins and flown over the skies of Tayside.
Summer outing	This was a day out for families to go to Pleasureland. This was aimed at families on low income and they would not otherwise be able to afford such a day out.
Fairybox party	This party is for children suffering from cancer and leukaemia and we were asked to assist with toys for the event.
Family Day	Encourages families to spend time together. The charity worked with the Blue Reef Aquarium who donated 626 passes and Mojo Soft Play donated 42 passes to under privileged children so that they could enjoy a day out with their family.
Superhero day	<p>A day dedicated to helping local children. All manner of Superhero themed local events contribute to the fundraising for the campaign, many often organised by generous listeners, and localised programming content put the well-being of local children at the heart of a fun, engaging day of radio.</p> <p>We supported a charity called Stable Life with local suppliers providing a concrete pathway and fitted kitchen into a Log Cabin.</p> <p>We also supported the Berwick Youth Project (Beehive) with local suppliers providing wall covering, cinema surround system and screen, bar stools and accessories, electrical supplies, joinery, removing and replacing flooring and painting and decorating.</p>

**Bauer Radio's Cash for Kids Charities (Scotland)**  
**(A Company Limited by Guarantee)**

**Notes to the financial statements (continued)**

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**15 Analysis of net assets between funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank	590,580	36,246	<b>626,826</b>
Other net assets	10,816	-	<b>10,816</b>
	<hr/>	<hr/>	<hr/>
	601,396	36,246	<b>637,642</b>
	=====	=====	=====

**16 Related party transactions**

Cash for Kids is a charity promoted and administered by Bauer Radio Limited, and 5 of the Trustees of Cash for Kids were also employees of Bauer Radio during the year.

During the year Bauer Radio Limited recharged costs of £407,127 (2014 - £347,899) to Cash for Kids. The costs were in connection with employing staff to administer the charity and other administration costs. At the year end Cash for Kids owed Bauer Radio Limited £64,225 (2014 - £60,959).

**17 Control**

**Authorised representatives**

The member may by resolution of its directors authorise such person (or persons) as it thinks fit, to act as its representative at any meeting of the company and the person (or persons) so authorised shall be entitled to exercise the same powers on behalf of the member as the member could exercise if it was an individual member of the company.

**Members**

The number of members of the Charity is one. The Member is Bauer Radio Limited or its successors or assigns.

**Trustees**

Unless otherwise determined by the Member, the number of Trustees shall not be less than three but shall not be subject to any maximum.

Subject to the prior consent of the Member, the Trustees shall have power at any time to appoint any person to be a Trustee.

A person shall not be entitled to act as a Trustee, whether on a first or any subsequent entry into office, until he has signed a declaration of acceptance and willingness to act in accordance with the terms of the Memorandum & Articles of Association.

## Bauer Radio's Cash for Kids Charities (Scotland)

(A Company Limited by Guarantee)

### Notes to the financial statements (continued)

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#### 18 Reconciliation of net income to net cash from operating activities

	2015	2014
	£	£
<b>Net income for the reporting period</b>	<b>94,917</b>	47,372
Depreciation charges	<b>3,564</b>	2,644
Investment income shown in investing activities	<b>(1,001)</b>	(327)
Decrease/(increase) in debtors	<b>42,889</b>	(31,021)
(Decrease)/increase in creditors	<b>(6,364)</b>	12,149
	<hr/>	<hr/>
<b>Net cash provided from operating activities</b>	<b>134,005</b>	30,817
	<b>=====</b>	<b>=====</b>