

Company Registration No. 5669443 (England and Wales)

Charity No. 1130568

involve

The Involve Foundation

**Trustees' Report and Financial
Statements**

For the year ended 31 March 2014

CHARITY COMMISSION
FIRST CONTACT
24 OCT 2014
ACCOUNTS
RECEIVED

THE INVOLVE FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name	The Involve Foundation
Charity No.	1130568
Company Registration No.	5669443 (England and Wales)
Directors and Trustees	Ed Mayo (Chair) (joined 15/05/2013) Ian Christie (Chair) (resigned 15/05/2013) Gareth Oakland Andrew Acland (resigned 15/05/2013) Lindsey Colbourne (resigned 13/11/2013) Diane Warburton (resigned 13/11/2013) Jack Stilgoe Malcolm Rigg Marilyn Taylor Jill Rutter Toby Blume (joined 15/05/2013) Cat Tully Steve Smith (joined 13/11/2013)
Secretary	Simon Burall
Principal address	33 Corsham Street London N1 6DR
Registered office	33 Corsham Street London N1 6DR
Independent Examiners	Goldwins 75 Maygrove Road London NW6 2EG

THE INVOLVE FOUNDATION

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THE INVOLVE FOUNDATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The Trustees present their report and accounts for the year ended 31 March 2014.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statement and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005.

Structure, Governance and Management

Governing document

Involve is a charitable company limited by guarantee. It was incorporated on 9 January 2006 and registered as a charity on 1 April 2010. The Memorandum of Association establishes the objects and powers of the charitable company which 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.

Recruitment and appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as the Trustees. Trustees are appointed for an initial period of three years by resolution of the Trustees. This is renewable for a further term of three years. Trustees who have served six continuous years must remain out of office for a period of one year unless the Trustees resolve that it is in the best interests of Involve for that person to continue to serve as a Trustee.

Due to the nature of Involve's work, which is research and policy oriented, the Trustees have agreed that suitably experienced individuals are required to exercise adequate governance. Trustees identify new individuals through relevant networks and contacts. When appointing individuals to their number, Trustees look for a commitment to Involve's mission and attempt to achieve a balance of skills and experience on the Board. Trustees seek to ensure the diversity of the Board.

Trustee induction and training

All new trustees are provided with a pack of information about the governance, management and work of Involve. This pack includes the key financial and governance documents. In addition, all new Trustees are encouraged to attend a short training session with the Secretary. The purpose of this session is to familiarise themselves with the charity, its purpose, structure, financing, activities as well as the role of a Board member.

Risk management

The Trustees have conducted a review of the major risks to which Involve is exposed. A risk register has been established and is updated annually. Where appropriate, systems of procedures have been established to mitigate the risks Involve faces.

Organisational structure

Involve has a Board of Trustees of up to fifteen members who meet quarterly and are responsible for the strategic direction, finances and policy of Involve. At the end of the year, there were nine Trustees with a

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

range of experience, skills and knowledge relevant to Involve's mission. The Secretary also sits on the Board, but has no voting rights. Staff members attend as appropriate.

Responsibility for the day-to-day activities and finances is delegated to the Secretary and senior staff of the organisation.

Related parties

Involve is a small charity with a specific remit, and set of skills and experience. Where it makes sense the organisation enters into partnership with other organisations which complement these.

In the last year Involve has worked in partnership to deliver projects or host public events with the following organisations. Significant partnerships include: Alberta University, the Applied Research and Communications Fund Bulgaria, the Bertelsmann Foundation, Biotechnology and Biological Sciences Research Council (BBSRC), the British Council, the British Science Association, the Cabinet Office's data sharing team, the Cabinet Office's open policy making team, the Cabinet Office's transparency team, Cambridge Centre for Science and Policy, Civil Service Learning, the Danish Board of Technology Foundation, the Democratic Society, Democratic Audit, Dialogik, The Foundation for European initiatives, Frome Town Council, Global Alliance Switzerland, HIVOS, the Independent Civil Society Coordination Team for the OGP, iMC Worldwide, the Institute for Development Studies, InterAct Networks, the Karlsruhe Institute of Technology Germany, Kista Science City Stockholm, Leeds Metropolitan University, Migrant Rights Network, The National Coordinating Centre for Public Engagement (NCCPE), National Council for Voluntary Organisations (NCVO), NHS England, the Open Government Partnership, Public-i, Ricardo-AEA, The Scout Association, Shared Practice, Shared Service (Health Education London), Social Action for Health, Tavistock Institute of Human Relations, the UK Civil Society Network on the Open Government Partnership, The Unit for Social Innovation and Research-Shipyard, University of Aarhus, University of Dubrovnik, University of Groningen, University of Udine, Varna Economic Development Agency Bulgaria, Verenigde Verenigingen, the Warwick Business School, and the Westminster Foundation for Democracy.

In addition, we had four Involve associates who each brought different skills and experience to the organisation. They were: Andy Williamson who brings extensive experience of digital engagement as well as working with parliaments and government both in the UK and internationally; Brendan Whitty who brings extensive experience of aid and institutional accountability; Helen Fisher who specialises in writing, research, analysis and evaluation in the fields of public and stakeholder engagement; and Sophia Olivia who has extensive experience of working across government, including in the Treasury and most recently in the Cabinet Office.

Involve would also like to thank our interns who contributed to our work over the year. Sarah Borwick who supported the research into what is needed for open data to enhance democracy and accountability. Houda Davis (who is now a Research Assistant) who supported research into citizen and community involvement in climate change issues.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

Objectives and Activities

Involve believes that greater participation in public decision-making will help citizens to develop their capacities, help meet their needs and participate more fully in society. In turn, enhancing public engagement will make public decisions more efficient and effective. To this end, Involve has two key objectives:

- to promote best practice in public and democratic participation practice; and
- to encourage and facilitate public participation in decision-making processes and the provision of public services in order to promote good citizenship.

Involve works with charitable funders, other civil society organisations, and government at every level, local, national, European and international to achieve its objectives. The impact of our work is supported and enhanced through a clear communications and events strategy. We highlight specific projects and activities to provide more detail and context below.

Achievements and Performance

This has been another positive year for Involve. Building on the solid foundations of previous years we have continued to expand our funding, projects and profile. We are now beginning to see the effects of this investment both in terms of impact, and partnerships developed and deepened.

Our work continues to span five broad themes: unleashing citizen capacity to engage; engaging on challenging issues; embedding public engagement in government; engagement with fewer resources; and promoting good practice.

Over the last 12-18 months the focus of our work has started to shift. As described in our last Annual Report, we have focused more of our attention and energy on one of these five themes, embedding public engagement in government. This focus on developing theory and practice to support institutions to open up to the public voice has allowed us to place citizen engagement within the wider framework of open government, transparency and accountability. This in turn is helping allies inside and outside government understand the value of public engagement from a different perspective, and we are seeing the careful work of building relationships over previous years starting to bear fruit.

In this report we want to highlight three areas of work where this thinking has had the most impact.

This year saw the second year of our partnership with Ricardo-AEA and the British Science Association to run the government's **Sciencewise programme**. Sciencewise provides co-funding and specialist advice and support to Government departments and agencies to develop and commission public dialogue activities in emerging areas of science and technology. Beyond being jointly responsible with the other partners for the strategic direction of the programme, we have two main roles within the programme. The first is to support government to understand how the external context is changing its relationship with citizens, and what this means for the way it commissions and runs public dialogue processes. The

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FOR THE YEAR ENDED 31 MARCH 2014

second is, through training and nurturing peer support, to build the capacity of government to undertake high quality public engagement processes.

During the second year of the partnership, Sciencewise has deepened its links and networks with senior policy makers, broadened its understanding of the role that public dialogue and engagement can play within the policy making process and developed important new public dialogues in areas of significant public interest through developing new relationships with government departments with limited history of public dialogue. As part of our role within Sciencewise, we have trained over 150 policy makers on public dialogue in the last 12 months. We are beginning to work on policy issues that cut across government departments and have, as a result, often not included the views, values and perspectives of citizens. We believe these developments will, in time, give citizens a significantly bigger voice within policy making.

Our work in the area of **Open Government** is where we can identify our most significant impact. Over the course of the twelve months leading up to November 2013 we developed a programme of work on the Open Government Partnership (OGP). This is a multi-lateral partnership involving governments and civil society committed to making governments more open and responsive to citizens. Over the course of those twelve months we coordinated and supported the UK civil society network on the OGP. We created a space for the organisations making up this network to push the government, and Cabinet Office in particular, to develop a National Action Plan containing more challenging commitments on open government than it would have done alone.

In addition, and from Involve's perspective even more importantly, we were instrumental in developing an innovative process of collaboration between government and civil society on a contentious area of public policy. The impact of this is already obvious as the Cabinet Office has invited Involve to create a similar collaborative, open space for civil society to work with government departments to develop shared views and policy in the contentious area of data sharing.

Last year also saw us enter into a strong partnership with the Democratic Society, Public-i, the Tavistock Institute of Human Relations and NHS England to develop **NHS Citizen**. NHS Citizen is a system of public and patient participation designed to hold the Board of NHS England to account. NHS Citizen is innovative in two different ways.

NHS Citizen is designed to be a persistent participation system which aims to bring citizen and patient voice into the heart of NHS England's decision-making processes. The model we are developing aims to draw citizen voices, views and perspectives from the spaces where they are already active in order to provide the Board with a robust understanding of citizens' views and their implications. This is being supported by a significant investment into culture change in order to ensure that senior leaders within NHS England are able to engage effectively within the developing system.

The second innovation is how we are developing the system. Rather than developing the system design behind closed doors and launching it publicly once it is finished, we are doing it in the open. We are attempting to engage patients, citizens and civil society organisations already engaged with the NHS in

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FOR THE YEAR ENDED 31 MARCH 2014

the design process. To do this we are holding the vision and model, the research and learning questions, and the programme's critical path in public. We are refining and adapting them in public workshops at the end of two-three month periods of sprint testing of different elements of the programme.

Our website continues to provide full details about all of our projects and publications.

Communications and Events

In order to maximise the dissemination of our work, we actively seek ways to communicate our research and findings. We do this through an active events programme, producing think pieces and other influential publications, as well as accepting high-profile speaking opportunities and making increasing use of the opportunities provided by blogging and social media.

Financial Review

During the year 2013-14, Involve has a deficit of £20,634 (2013 Surplus £53,341). The trustees continue to designate £30,000 to the Thought Leadership Fund and to keep the Stability Fund of £35,000. Details of these funds can be found in note 11 of the financial statements.

The total funds of Involve at the 31 March 2014 were £91,013(2013: £111,647), of which £65,000 are designated funds and £26,013 are general funds. This deficit was the result of a Board decision at the beginning of the financial year to invest time and resources into developing our programmes and in our thought leadership.

Principle funding sources

The majority of our funding comes from consultancy contract work with local, central and international government, and the community and voluntary sector. Services include training, mentoring, strategic planning and research. As a result of continuing constraints on UK government expenditure, Involve continues to diversify its funding base.

Investment Policy

The Charity Commission advises charities which have surplus funds that they should develop a policy to guide investment. Involve currently has no significant surplus funds and the Trustees have agreed that in these circumstances an investment policy is not necessary.

Reserves Policy

Involve currently raises the majority of its funding for immediate, short duration projects. As a result it is particularly at risk of running into deficit should funding applications fail, or projects be delayed. As such, the Board of trustees have agreed to maintain a stability fund to enable the organisation to cover its liabilities for a period of three months. Trustees have monitored the reserve and reviewed the achievements against targets every quarter, they will continue to monitor this actively as the situation evolves to ensure that the organisation maintains the reserves it requires.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

Plans for the Future

We will continue to develop our three significant programmes of work over the next year. We will continue to work in partnership with Ricardo-AEA and the British Science Association to develop and strengthen Sciencewise, which is the premier institution for embedding public dialogue within government. We will build on our work with the Open Government Partnership in order to develop a better understanding of how the different components of open government can help to support more effective citizen engagement. Our work on NHS Citizen will see us proposing a final full design for this new system of engagement at the end of the financial year.

Our income is expected to rise significantly. As a result, we will also be investing significant resources into strengthening the organisation to ensure we continue to deliver high-quality work effectively and efficiently. We will also continue to explore ways to diversify our funding while maintaining a strong focus on bringing authentic public voice to the heart of decision-making.

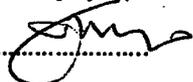
Public Benefit Statement

The trustees are aware of the Charity Commission guidance on public benefit reporting as set out in Section 17 Charities Act 2011. Our main activities are described above, are in support of our charitable objectives and contribute to the public benefit.

All of our charitable activity focuses on promoting best practice in public and democratic engagement. We encourage and facilitate public participation in public decision-making. Our main objective is the promotion of good citizenship and we identify this as the main public benefit resulting from our work. Our activities are designed to support public needs by supporting more active citizenship and inclusion in decision-making. However, poorly designed or delivered public engagement runs the risk of harm to the public good through increasing community tensions or increasing alienation from the process of public policy-making. The Trustees ensure that staff are aware of, and employ, good practice from across the sector. Indeed, one of Involve's key roles is to promote this good practice to government and other practitioners. If staff or trustees felt there is significant risk of harm to the public the work would be revised or the project stopped. This has not happened this year.

Involve makes no financial disbursements. The benefits of its work are spread across society as a result of its focus on broader citizenship education and engagement. Where our work is in a particular locality, a critical indicator of our success is the extent to which citizens from all communities in the area participate in the activity. Trustees do not believe that any of our work benefits particular individuals or communities more than others.

On behalf of the Board of Trustees



Ed Mayo, Trustee

Dated October 20th 2014



Gareth Oakland, Trustee

Dated 20 October 2014

THE INVOLVE FOUNDATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2014

The Trustees are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year that 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 net income or expenditure, of the charity for the year. In preparing those 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 judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping 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 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 INVOLVE FOUNDATION
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE INVOLVE FOUNDATION
FOR THE YEAR ENDED 31 MARCH 2014

I report to the Trustees of The Involve Foundation on the accounts for the year ended 31 March 2014, which are set out on pages 10 to 17.

Respective responsibilities of trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

THE INVOLVE FOUNDATION
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE INVOLVE FOUNDATION
FOR THE YEAR ENDED 31 MARCH 2014

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Anthony Epton

Anthony Epton BA, FCA, CTA, FCIE
Goldwins
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

22 October 2014

THE INVOLVE FOUNDATION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING AN INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2014

	Note	Restricted Funds £	Unrestricted Funds £	2014 Total Funds £	2013 Funds £
Incoming Resources					
Incoming resources from charitable activities					
Unleashing citizen participation		-	-	-	31,289
Embedding public engagement in government		-	167,593	167,593	204,007
Citizen participation in challenging issues		-	184,429	184,429	47,774
Promoting good practice		-	7,196	7,196	57,729
Other projects		-	13,219	13,219	5,372
Incoming resources from generated funds					
Grants receivable	2	57,083	-	57,083	24,529
Total Incoming Resources		57,083	372,437	429,520	370,700
Less Cost of Generated Funds		-	12,500	12,500	11,618
Total Incoming Resource Available for charitable Application		57,083	359,937	417,020	359,082
Resources Expended					
Charitable activities					
Unleashing citizen participation		-	1,839	1,839	26,363
Embedding public engagement in government		92,546	95,080	187,626	176,696
Citizen participation in challenging issues		10,995	185,713	196,708	62,410
Promoting good practice		-	27,550	27,550	34,467
Other projects		-	20,529	20,529	2,559
Governance costs					
		-	3,402	3,402	3,247
Total Resources Expended	3	103,541	334,113	437,654	305,741
Net (outgoing) resources for the year before transfers	4	(46,458)	25,824	(20,634)	53,341
Net transfers between funds	9	65,687	(65,687)	-	-
Net (expenditure) for the year		19,229	(39,863)	(20,634)	53,341
Fund Balances at 1st April 2013		-	111,647	111,647	58,306
Fund balances at 31st March 2014		19,229	71,784	91,013	111,647

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

THE INVOLVE FOUNDATION

Company Registration No. 5669443 (England and Wales)

BALANCE SHEET AS AT 31 MARCH 2014

	Notes	2014 £	2014 £	2013 £	2013 £
Fixed assets					
Tangible assets	5		1,411		494
Current assets					
Debtors	6	24,841		43,539	
Cash at bank and in hand		<u>250,516</u>		<u>138,611</u>	
		275,357		182,150	
Current Liabilities					
Creditors - amounts falling due in less than one year	7	<u>(185,755)</u>		<u>(70,997)</u>	
Net current assets			89,602		111,153
Total assets less current liabilities			<u><u>91,013</u></u>		<u><u>111,647</u></u>
Funds					
Restricted Funds	9,10		19,229		-
Unrestricted Funds					
Designated Funds	9,10,11		65,000		65,000
General Funds	9,10		6,784		46,647
Total funds			<u><u>91,013</u></u>		<u><u>111,647</u></u>

For the year ending 31 March 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

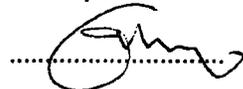
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The accounts were approved and authorised for issue by the Board on 1.10.14

Ed Mayo



Gareth Oakland



The notes on pages 12 to 17 form part of these financial statements.

THE INVOLVE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities. (Effective April 2008). They are prepared in accordance with the Companies Act 2006 and with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 by the Charity Commissioners for England and Wales.

Incoming Resources

The company derives its turnover from grants and project funding. The income is recognised when invoiced and is stated net of VAT.

Tangible fixed assets are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives as follows:

Computer equipment	33.33% on cost
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Tax

The charitable company is a registered charity and is not subject to corporation tax on its current activities.

Leased asset

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged on a straight-line basis over the lease term.

Assets held under finance leases and hire purchase contracts are capitalised and depreciated over their useful lives. The corresponding lease or hire purchase obligation is treated in the balance sheet as a liability. The interest element of the rental obligations is charged to profit and loss account over the period of the lease at a constant proportion of the outstanding balance of capital repayments.

THE INVOLVE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

2 Grants Receivable

	Restricted Funds £	Unrestricted Funds £	2014 Total Funds £	2013 Total Funds £
The Joseph Rowntree Charitable Trust	-	-	-	12,500
European Commission Engage 2020	30,224	-	30,224	-
Hivos People Unlimited	26,859	-	26,859	12,029
Total Grants received	57,083	-	57,083	24,529

3 Resources expended

a Analysis of total resources expended

	Direct costs £	Support Costs £	Total 2014 £	Total 2013 £
Charitable activities				
Unleashing citizen participation	300	1,539	1,839	26,363
Embedding public engagement in government	338	187,288	187,626	176,696
Citizen participation in challenging issues	130,782	65,926	196,708	62,410
Promoting good practice	313	27,237	27,550	34,466
Other projects	950	19,579	20,529	2,559
Governance	-	3,402	3,402	3,247
Total resources expended	132,683	304,971	437,654	305,741

b Analysis of support costs

	Salaries £	Cost of premises £	Office & IT costs £	Other costs £	Total 2014 £	2013 £
Charitable activities						
Unleashing citizen participation	1,282	80	82	95	1,539	21,041
Embedding public engagement in government	155,962	9,699	9,949	11,678	187,288	170,701
Citizen participation in challenging issues	54,899	3,414	3,502	4,111	65,926	40,046
Promoting good practice	22,681	1,410	1,447	1,699	27,237	11,542
Other projects	16,305	1,013	1,040	1,221	19,579	1,188
Governance	-	-	-	3,402	3,402	3,247
Total support costs excluding cost of generated funds	251,129	15,616	16,020	22,206	304,971	247,764
Cost of Generated Funds	12,500	-	-	-	12,500	11,618
Total support costs	263,629	15,616	16,020	22,206	317,471	259,382

Support costs are allocated on the basis of staff time.

THE INVOLVE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

4 Net incoming/(outgoing) resources

	2014	2013
	£	£
These are stated after charging:		
Auditor's remuneration - independent examination	3,000	2,800
Trustees expenses	100	98
Depreciation	469	850
	<u>469</u>	<u>850</u>

5 Fixed Assets

	Computer & Office Equipment £
Cost or valuation	
At 1 April 2013	6,976
Additions in the year	1,386
Disposals in the year	-
At 31 March 2014	<u>8,362</u>
Depreciation	
At 1 April 2013	6,482
Charge for the year	469
Charge on Disposals	-
At 31 March 2014	<u>6,951</u>
Net Book Value	
At 31 March 2014	<u>1,411</u>
At 31 March 2013	<u>494</u>

6 Debtors

	2014	2013
	£	£
Trade Debtors	17,740	37,666
Other Debtors	7,101	5,873
	<u>24,841</u>	<u>43,539</u>

THE INVOLVE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

7 Creditors

	2014	2013
	£	£
Trade Creditors	116,722	14,834
Accruals and deferred income	43,658	19,583
Social Security and other taxes	24,559	36,106
Other Creditors	<u>816</u>	<u>474</u>
	<u><u>185,755</u></u>	<u><u>70,997</u></u>

Trade Creditors include amount outstanding for the Citizens Participation in challenging issues program which was paid one month after the year end.

8 Trustees and employee information

a Trustee information

During the year Trustee Marilyn Taylor was reimbursed for travel expenses of £100 (2013: £98).

b Employee information

	2014	2013
	£	£
Salaries	237,559	189,368
Employer's national insurance	26,070	19,507
	<u><u>263,629</u></u>	<u><u>280,875</u></u>

There were 7 full time employees at the end of the year (2013 - 6)

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2013 nil).

THE INVOLVE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

9 Movement in Funds

	As at 1 April 2013	Income	Expenditure	Transfers between funds	As at 31 March 2014
	£	£	£	£	£
Restricted Funds					
Embedding public engagement in government					
The Open Government	-	26,859	92,546	65,687	-
Citizen participation and challenging issues					
European Commission Engage 2020	-	30,224	10,995	-	19,229
Total Restricted Funds	-	57,083	103,541	65,687	19,229
Unrestricted Funds					
Designated Funds					
Stability Fund	35,000	-	-	-	35,000
Thought Leadership Fund	30,000	-	-	-	30,000
General Funds	46,647	372,437	346,613	(65,687)	6,784
Total Unrestricted Funds	111,647	372,437	346,613	(65,687)	71,784
Total Funds	111,647	429,520	450,154	-	91,013

Transfers between the funds mainly occur to underwrite deficits in restricted funds.

THE INVOLVE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

10 Analysis of net assets between funds

	Restricted funds	Unrestricted funds	Total funds 2014	Total funds 2013
	£	£	£	£
Tangible fixed assets	-	1,411	1,411	494
Current assets	19,229	256,128	275,357	182,150
Current liabilities	-	(185,755)	(185,755)	(70,997)
Net assets at 31 March 2014	19,229	71,784	91,013	111,647

11 Designated Funds

The Trustees continue to designate £35,000 (2013: £35,000) of their Unrestricted Funds into a Stability Fund. The purpose of this fund is to build up a reserve to cover for unexpected funding gaps. £35,000 represents one and half months of Involve's support costs.

The Trustees continue to designate £30,000 (2013: £30,000) of their Unrestricted Funds into the Thought Leadership Fund. The purpose of this fund is to provide Involve with the necessary infrastructure with respect to administration and premises.