

COMPANY REGISTRATION NUMBER 07534418

THE INSTITUTE FOR OUTDOOR LEARNING

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30TH SEPTEMBER 2016

CHARITY NUMBER 1149420
SCOTTISH CHARITY NUMBER SCO39561

ROBINSON UDALE
Chartered Accountants and Registered Auditors
The Old Bank
41 King Street
Penrith
Cumbria
CA11 7AY

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTMEBER 2016**

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**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

MEMBERS OF THE BOARD, SENIOR STAFF AND PROFESSIONAL ADVISERS

The board of trustees

Mr J Crosbie- Chairman
Mr A Boyd- Vice-Chair
Mr A Simms
Mrs E Mason- Vice- Chair
Mr M Norris
Mr M Healey
Mrs J O'Callaghan - Treasurer
Mr M King
Mr P Briggs

Company Secretary

Mr M King

Registered office

Warwick Mill Business Centre
Warwick Bridge
Carlisle
Cumbria
CA4 8RR

Examiner

Robinson Udale
Robinson Udale Limited
Chartered Accountants
& Registered Auditors
The Old Bank
41 King Street
Penrith
Cumbria
CA11 7AY

Bankers

Unity Trust Bank
Nine Brindley Place
4 Oozels Square
Birmingham
B1 2HB

THE INSITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS YEAR ENDED 30TH SEPTEMBER 2016

TRUSTEES ANNUAL REPORT

The directors and trustees for the purposes of the Companies Act have pleasure in presenting their report and the financial statements of the charity for the year ended 30th September 2016. The accounts have been prepared in accordance with relevant accounting standards, the requirements of the Charities Act 1993 (as amended by the Charities Act 2005) and the Statement of Recommended Practice (SORP 2005) on accounting for charities.

GOVERNING DOCUMENT

The Institute for Outdoor Learning is a charitable company limited by guarantee, incorporated on 18th February 2011 and registered as a charity on 22nd October 2012. The company was established under a memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association

The activities of the charity "Institute for Outdoor Learning" were transferred to the charitable company on 1st March 2013.

OBJECTIVES

The object of the Institute is: -

To advance the education of the public in and through outdoor education.

It has sought to achieve this during the year by: -

- Holding advisory meetings with representatives of its regions and Special Interest Groups to guide the managing executive.
- Co-operating and exchanging information and advice with other charities, voluntary bodies and statutory authorities.
- Organising a national conference and conferences in each of its Home Nations and major English regions.
- Organising, through its regional structure, a series of seminars, workshops and training courses across the UK, which were open to all members and many open to non-members.
- Providing extensive information and consultation services at regional and national level, for both members and non-members to identify, examine and report on issues concerning outdoor learning.
- Publishing an e-based monthly newsletter for members providing information about the activities of the Institute and links to other related organisations and activities.
- Publishing Horizons, the foremost magazine, dedicated to the learning and development issues of the Outdoors and printed quarterly in full colour. It is funded by a combination of subscriptions and advertising and has a circulation of approximately 60% to members and 40% to interested non-members. The services of a freelance editor for the magazine are retained part time, and articles are contributed by volunteers from throughout the industry.
- Publishing The Journal for Adventure Education and Outdoor Learning the only UK based peer reviewed research paper based journal for the field.
- Continuing to run the only specialist bookshop dedicated to the field, as a peripatetic feature at events and by mail order from its Carlisle office.
- Accepting invitations to answer questions or contribute ideas and opinions on behalf of the field in a number of government or statutory consultations and actively seeking to respond on occasions.
- Requiring members to subscribe to its ethical Code of Conduct including its policy to promote equality of opportunity for individuals and respect for cultural diversity, and its policy on sustainability based on the principle of having minimum impact on the natural environment.

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2016**

OBJECTIVES (continued)

- Employing the services of two full time and three part time staff members. These resources enable the Institute to publish its own magazine and other publications in-house, to run the mail order bookshop and to administer its own membership. In addition, one national and a small number of regional contracted service providers enable the Institute to continue to develop its professional development services.

In setting the objectives and planning the activities, the Governors, as the Charity's Trustees, have complied with the duty in S.4 of the Charities Act 2006 to have due regard to the Charity Commission's published general and relevant sub-sector guidance concerning the operation of the Public Benefit requirement under that Act.

TRUSTEES

The directors of the company are also charity trustees for the purposes of charity law. Any person can be admitted as a trustee of the charity in accordance with the rules in the Articles of Association.

The trustees who served the charity during the year and who were also directors are as follows:

Mr J Crosbie- Chairman
Mr A Boyd- Vice-Chair
Mr A Simms
Mrs E Mason- Vice- Chair
Mr M King - Secretary
Mr M Norris
Mr M Healey
Mrs J O'Callaghan – Treasurer
Mr P Briggs- Appointed 18.02.2016

In recognition of developing best practice, the Trustees operate a formal and structured approach to the induction and training of Trustees. This structured approach includes specific focus and training on individual areas of governance and management of the company, using external expert advisers where appropriate.

The chief executive ensures that the trustees have access to resources which will advise them of their legal obligations under Charity Law, the Constitution, the Executive Committee, decision making processes, the business plan and financial status of the Institute. They are encouraged to attend, where possible, external seminars and events which may assist them in their role. The Institute uses the National Occupational Standards for Trustees as best practice guidance. Trustees are encouraged to meet with staff and other trustees regularly.

REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVMENTS

The Institute's individual and organisation membership has been relatively stable through the year though the pressure on publicly funded outdoor education through schools remains. Membership income remains a key factor in enabling the Institute to fulfil its charitable objects.

The Institute has continued to provide a wide range of support to the sector through online facilities (including questionnaires and CPD resources) conferences and workshops, advice, lobbying and representation activity. This activity is reported to the sector through monthly newsletters, quarterly magazines, blogs, social media and conference presentations across the sector.

More specifically the Institute continues to publish the quarterly magazine Horizons, containing articles sharing good practice written by practitioners. The Institute has increased the frequency of the Journal of Adventure

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REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVMENTS continued

Education and Outdoor Learning it publishes to four issues per annum. This is due to the volume of academic papers being reviewed by its Editorial Board and reflects the interest in academic research in outdoor learning.

The Institute has also continued to offer accreditation for individual outdoor learning practitioners through its awards at four different levels. This service remains an important element of the Institute's approach to recognising and developing outdoor learning practices and has been kept at an affordable level of cost through a level of subsidy from the Institutes available funds. A review of the standards supporting these accreditations commenced this year and is due to complete in 2016/17.

Working closely with a cross section of employer organisations that provide outdoor learning, the Institute is supplying project management services and expertise in the development of new employer led apprenticeships for the outdoor learning sector. This is an important piece of work to ensure that the sector in England can effectively access new apprenticeship funding and has a suite of progressive apprenticeship standards for the first time.

With the continued commitment by the UK Government to the National Citizen Service and its use of outdoor residential experiences as a key part of the programme, the Institute continues to be consulted by the NCS Trust as well as encouraging sharing of good practice in NCS provision amongst members.

With a growing number of special interest groups (SIGs) the Institute has reviewed and restructured its approach to providing support for areas of specific interest in the outdoor learning. This has result in the creation of three primary types of SIG: Professional Practice Groups (PPGs); Professional Discussion Groups (PDGs) and IOL Research Groups. In the research group category, the work on gender balance in the outdoors has developed through the year resulting in action research projects planned for 2017.

Following work last year with a range of National Governing Bodies of sport the Institute has developed and launched a Continuing Professional Development (CPD) guide and tool for use across the sector. It has received a very positive response from early users and is being adopted to develop the quality of performance management by a number of employers.

The Institute continues to work with The Activity Industry Mutual to provide liability cover for members. This mutually beneficial partnership enables members to access appropriate liability cover, support the Mutual's desire to promote good standards of practice across the sector and ensures financial sustainability for conferences.

The Institute also continues to represent the interests of outdoor learning practitioners and organisations. This is evidenced/demonstrated by supporting Simon Hart MP's learning outside the classroom group, promoting the findings from Natural England's research into outdoor learning in schools (known as Natural Connections), steering the promotion and on-going development of the Paul Hamlyn funded project to promote residential based learning (known as Learning Away). The Institute remains a key member of the English Outdoor Council (EOC) seeking to influence UK government and has directly responded to a range of government consultations during the year, notably the Education Select Committee's review of the purpose and quality of education in England.

Following the publication of findings of the IOL led review the evidence base for the impact of outdoor learning, funded by the Blagrave Trust, the Institute has worked to respond to the findings.

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REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVMENTS continued

This has included working closely with Natural England and The Council for Learning Outside the Classroom to improve the focus, structure and dissemination of outdoor learning research, as well as the delivery of local workshops.

The Institute has also continued to work on standards in Outdoor First Aid training, revising the training standards framework and developing an online questionnaire to support standards and provide CPD opportunities.

The Institute maintains its direct support for other organisations in the sector including; the work of English Outdoor Council (EOC) through supporting the publication and distribution of the revised document 'High Quality Outdoor Learning' and associated leaflet to highlight good practice in outdoor learning residential, the work of Adventure Activities Industry Advisory Committee (AAIAC) through provision of a web presence and administration services. The Institute continues to provide administration services for Association of Heads of Outdoor Activities Centres (AHOEC) and The Forest School Association, as well as hosting the Adventure Activities Licencing Authorities (AALA) on-line information log, to help share learning from Health & Safety related incidents and accidents in the sector.

2016 saw IOL's board consider the most appropriate approach to the governance of the Institute and identification of a refined structure to improve the strategic leadership of the organisation as well as supporting expansion of its capabilities and capacity.

FUTURE PLANS

During 2017 the trustees are also considering some key areas to focus the work of the Institute:

- The continued development of support for members to continue to attract members and ensure the continued viability of the charity.
- Work closely with other associations and organisations in the sector, including Association of Heads of Outdoor Education Centres, Outdoor Education Advisers Panel, British Activity Providers Association, Council for Learning Outside the Classroom, Farming and Countryside Education and others, to develop common provision of conferences and workshops, share administration where appropriate and remove duplication of activity where possible.
- Continuing to act on the findings of the Blagrove Trust funded review of the evidence base for the effectiveness of outdoor learning to develop and manage a research agenda for outdoor learning and improve standards in the use of models for change and links between research and practice. Specifically, working to support the establishment of regional research hubs working with Natural England's Strategic Research Group.
- Work with members of the English Outdoor Council in promoting a 'progressive model' in the provision of outdoor learning that enables participants to benefit from a range of developmental experiences during school and in the following years. Seeking to work with the EOC to achieve great cohesion and impact in lobbying activities.
- Action research work into gender balance in leadership in outdoor learning, publishing a report and providing workshops to support change.
- Continuing to work with employer members to develop new apprenticeships for the outdoor learning sector under the UK governments 'trailblazer' initiative. Providing governance as well as verification and standards holding services for new apprenticeships.
- Re-developing the IOL's on-line services to reflect the last 5 years of development of the Institute and to ensure full mobile device access functionality.
- Develop a new governance structure and governance board membership with the longer-term aim of supporting the development of a Chartered Body for the outdoor learning sector.

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS
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PUBLIC BENEFIT

The trustees consider that work to:

- develop new apprenticeship standards,
- consultation support for the NCS Trust,
- work on standards and good practice in the Further Education and Higher Education Sectors,
- the provision of guidance to the wider media,
- representing the UK in planning to create EU wide standards and markets and on-going works such as provision of outdoor learning conferences for teachers, and other works, constitutes the charity fulfilling its obligation to provide a public benefit required by the Charity Commission.

FINANCIAL REVIEW

In common with many organisations that have a substantial exposure to activity and funding in the public sector, the trustees recognise that the Institute has to carefully manage its available funds to develop and maintain a wide range of supporting services for the outdoor learning sector. This has been successfully achieved through 2015/16 with a small increase in available funds.

The Institute will continue to be dependent on the funding from its members to fulfil its charitable objects and will seek to ensure that the development of any new services is either self-funding or undertaken with a funding partner organisation.

RISK POLICY

The trustees have examined the major strategic and operational risks, which the charity faces and confirm that systems have been established to produce regular reports so that the necessary steps can be taken to lessen these risks. A regular PESTLE analysis is undertaken – with the acknowledgement that the major risk to the Charity being insolvency which is mitigated by careful financial planning and reporting. As the major income is through membership subscriptions, a significant drop in membership is the greatest single risk to the Charity. Consequently the “voice” of the membership is listened to by the staff and trustees through regional sub-groups and meetings. Products and services are constantly reviewed to ensure the needs of the membership are being met and membership numbers and trends are reported at every trustee meeting. The stable membership implies that this strategy is working and that there is no immediate risk to this source of income.

RESERVES POLICY

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

It is the view of the Trustees that the Institute should usually hold the equivalent of 3 months running costs, varying with the activity cycles, as readily available reserve. Currently cash reserves are running close to this ideal and the trustees will continue to target this level of reserves through planned operational surpluses.

The attached financial statements show the current state of the finances of the Institute, which the Trustees consider to be adequate.

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS
YEAR ENDED 30TH SEPTEMBER 2016**

TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of The Institute for Outdoor Learning for the purposes of company law) 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 which give a true and fair view of the state of affairs of the charitable company at the end of the year and of the incoming resources and application of resources for the year then ended.

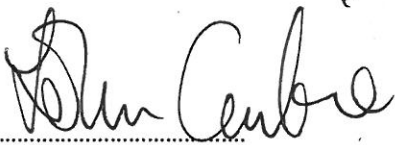
In preparing those financial statements, the trustees are required to:-

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- observe the methods and principals in the Charities SORP
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed in the financial statements

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees 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 trustees 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Statutory Instrument 2008/409 under the Companies Act 2006 relating to small companies.



.....
Mr J Crosbie- Chairman

Approved by the trustees on31 March 2017.....

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE INSTITUTE FOR OUTDOOR LEARNING
CHARITABLE COMPANY**

I report on the accounts of the company for the year ended 30th September 2016, which are set out on pages 9 to 18.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees (who are also 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 period under section 144(2) of the Charities Act 2011 (the 2011 Act), that the audit requirement of Regulation 10 (1) (a) of the Charities Accounts (Scotland) Regulations 2006 does not apply, 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 2011 Act and under section 44 (1) (c) of the Charities and Trustees Investment (Scotland) Act 2005;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 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 and 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 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.

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, section 44 (1)(a) of the Charities and Trustees Investment (Scotland) Act 2005 and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, with regulation 8 of the Charities Accounts (Scotland) Regulations 2006 and with the methods and principals 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.

.....
Robinson Udale, Chartered Accountant
Robinson Udale Ltd,
Chartered Accountants and Registered Auditors
The Old Bank
41 King Street
Penrith
Cumbria, CA11 7AY

Date *31st April 2017*

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30TH SEPTEMBER 2016**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Income:					
Donations	2.	10,000	-	10,000	5,000
<i>Income from charitable activities:</i>	3.	108,562	-	108,562	156,543
<i>Income from generating activities:</i>	4.	171,589	-	171,589	171,627
Investment Income	5.	66	-	66	85
Total Income		290,217	-	290,217	333,255
Expenditure:					
Costs of generating funds	6.	74,879	-	74,879	83,554
Expenditure on Charitable activities	7.	202,152	-	202,152	235,173
Total Expenditure		277,031	-	277,031	318,727
Net income/(expenditure) and net Movement in funds for the year	8.	13,186	-	13,186	14,528
Reconciliation of funds					
Total Funds brought forward		90,283	10,515	100,798	86,270
Total funds carried forward		103,469	10,515	103,469	100,798

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

The notes on pages 11 to 18 form part of these financial statements.

**THE INSITUTE FOR OUTDOOR LEARNING
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**BALANCE SHEET
AS AT 30TH SEPTEMBER 2016**

		£	£	£	£
Fixed Assets					
Tangible assets	10.		1,232		1,630
Total Fixed Assets			1,232		1,630
Current Assets					
Stock	11.	9,289		9,887	
Debtors	12.	54,320		39,327	
Cash at bank and in hand		104,963		77,326	
Total Current Assets		168,572		126,540	
Liabilities					
Creditors: falling due within one year	13.	55,820		27,372	
Net Current Assets			112,752		99,168
Total Assets less current liabilities			113,984		100,798
Creditors: falling due after more than 1 year			(-)		(-)
Net Assets			113,984		100,798
The funds of the Charity:					
Unrestricted income funds	14.		103,469		90,283
Restricted income funds	15.		10,515		10,515
Total Charity Funds			113,984		100,798

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question 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 accounts.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and are for circulation to members of the company.

These financial statements were approved by the members of the committee on 31 March 2017 and are signed on their behalf by:


Mr. John Crosbie- Director

The notes on pages 11 to 18 form part of these financial statements

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

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

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The Institute For Outdoor Learning meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

c) Preparation of the accounts on a going concern basis

The Trustees are of the opinion that the Charity is a going concern.

d) Incoming resources

Income consists of subscriptions and premiums, other related income and events income. It is accounted for on a receivable basis. Where income is received for a specific project or purpose this income is classified as restricted. Income received towards the general objects of the charity is classified as unrestricted.

e) Resources expended

The cost of generating funds includes any direct membership costs. The charitable activities, in furtherance of the charity's objects, included all the direct costs. The Governance costs represent professional fees and banking costs. Expenditure is recognised on an accruals basis as a liability in incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

f) Fixed assets

All fixed assets used for charitable purposes, with an expected useful life exceeding one year, are capitalized in the balance sheet. Depreciation is provided at the following rates in order to write off each asset over its useful economic life:

Office Equipment - 3 years Straight Line

g) Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

h) Fund accounting

Unrestricted funds are available at the discretion of the Trustees in furtherance of the charitable objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donors.

i) Remuneration

No employee received emoluments greater than £60,000

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

2. Donations and Legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2016 £	Total Funds 2015 £
Donations				
Sundry Donations	10,000	-	10,000	5,000
	<hr/> 10,000	<hr/> -	<hr/> 10,000	<hr/> 5,000

3. Income from charitable funds activities

	Unrestricted Funds	Restricted Funds	Total Funds 2016 £	Total Funds 2015 £
Books and Publications	62,786	-	62,786	57,962
Professional Accreditation	27,607	-	27,607	36,776
Educational Training	7,517	-	7,517	54,670
Administration Services	7,152	-	7,152	7,136
Research	3,500	-	3,500	-
	<hr/> 108,562	<hr/> -	<hr/> 108,562	<hr/> 156,543

4. Income from generating funds activities

	Unrestricted Funds	Restricted Funds	Total Funds 2016 £	Total Funds 2015 £
Membership Subscriptions	169,976	-	169,976	171,627
Group Insurance	1,613	-	1,613	-
	<hr/> 171,589	<hr/> -	<hr/> 171,589	<hr/> 171,627

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

5. Investment Income

	Unrestricted Funds	Total Funds 2016 £	Total Funds 2015 £
Bank interest receivable	66	66	85
	66	66	85

6. Costs of raising funds

	Unrestricted Funds		Total Funds 2016 £	Total Funds 2015 £
	Direct Costs £	Support Costs £		
Staff costs (Note 9)	20,960	20,959	41,919	53,656
Travelling and Other Expenses	633	633	1,266	1,310
Administration Costs	2,735	-	2,735	4,400
Membership Expenses	3,920	-	3,920	6,365
Depreciation	157	157	314	229
Regional Services	23,736	-	23,736	17,594
Group Insurance	989	-	989	-
	53,130	21,749	74,879	83,554

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

7. Expenditure on charitable activities

	Restricted	Unrestricted		Total Funds	Total Funds
	Funds	Direct costs	Support costs	2016	2015
	£			£	£
Publication Costs	-	40,945	-	40,945	32,961
Book Purchases	-	1,428	-	1,428	4,930
Staff costs and Consultants (note 9)	-	23,050	22,906	45,956	49,526
Travelling and Other Costs	-	1,122	1,121	2,243	2,919
Insurance and Other Charges	-	2,106	-	2,106	2,054
Rent, Rates and Services Charges	-	13,278	-	13,278	12,984
Bank Charges	-	3,844	-	3,844	3,717
Database Costs	-	7,628	-	7,628	7,632
Professional Accreditation	-	54,715	-	54,715	61,854
Sundry Donations	-	-	-	-	-
Shows and Promotion Costs	-	1,680	-	1,680	1,562
Project costs	-	4,430	-	4,430	8,118
Research	-	2,218	-	2,218	-
Event Management	-	9,893	-	9,893	36,367
Internet and Phone Costs	-	2,375	-	2,375	3,538
Subscriptions	-	477	476	953	1,223
Sundry Expenses	-	1,098	-	1,098	134
Depreciation	-	314	314	628	458
Governance Costs (Note 8)	-	6,734	-	6,734	5,196
	-	117,335	24,817	202,152	235,173

Support Costs

Support costs have been calculated for staff costs according to time spent and for other costs they have been calculated based on purpose. Cost allocation includes an element of judgement and the Charity has to consider the cost benefit of detailed calculations. Therefore, the support costs shown are a best estimate of the costs that have been so allocated.

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

8. Net income/(expenditure) and net Movement in funds for the year

This is stated after charging:

	2016	2015
	£	£
Accountancy and Examination Fees	3,506	2,842
Legal and Professional Fees	-	-
AGM. Conference and Trustees	2,619	1,338
Trustees Expenses	609	1,016
	6,734	5,196

9. Staff Costs and Emoluments

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	85,074	89,640
Employers' National Insurance	2,657	4,827
	87,731	94,467

The wages cost are analysed in the accounts as follows:-

Staff costs under Costs of Generating funds	41,919	53,656
Staff costs included under Charitable Activities	45,812	40,811
	87,731	94,467

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2016	2015
	Number	Number
Staff and Administration (Full time equivalent)	3.75	3.75

No employee received remuneration of more than £60,000 during the year (2015 - Nil). No trustee was paid or received any expenses during the year (2015 – Nil).

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

10. Tangible Fixed Assets

	Office Equipment £	Total £
COST		
At 1 Oct 2015	31,491	31,491
Additions	544	544
Disposals	(-)	(-)
At 31 Sept 2016	<u>32,035</u>	<u>32,035</u>
DEPRECIATION		
At 1 Oct 2015	29,861	29,861
Charge for Year	942	942
On Disposals	(-)	(-)
At 31 Sept 2016	<u>30,803</u>	<u>30,803</u>
NET BOOK VALUE		
At 31 Sept 2016	<u>1,232</u>	<u>1,232</u>
At 30 Sept 2015	<u>1,630</u>	<u>1,630</u>

11. Stocks

	2016 £	2015 £
Stock	9,289	9,887
	<u>9,289</u>	<u>9,887</u>

12. Debtors

	2016 £	2015 £
Trade Debtors	47,648	36,426
Prepayments and accrued income	6,672	2,901
	<u>54,320</u>	<u>39,327</u>

**THE INSITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

13. CREDITORS: Amounts falling due within one year

	2016	2015
	£	£
Trade creditors	11,723	11,126
Accruals and deferred income	44,097	16,246
	55,820	27,372
	55,820	27,372

14. Unrestricted Income Funds

	Balance at 1 st October 2015	Incoming Resources	Outgoing Resources	Transfer to Restricted Reserve	Balance at 30 th September 2016
General Funds	90,283	290,217	277,031	-	103,469
	90,283	290,217	277,031	-	103,469
	90,283	290,217	277,031	-	103,469

15. Restricted Income Funds

	Balance at 1 st October 2015	Incoming Resources	Outgoing Resources	Transfer from Unrestricted Reserve	Balance at 31 st September 2016
Caphoes	1,274	-	-	-	1,274
Northern Region	3,409	-	-	-	3,409
Campaign for Adventure	1,025	-	-	-	1,025
AFA Foundation	4,807	-	-	-	4,807
	10,515	-	-	-	10,515
	10,515	-	-	-	10,515

Caphoes

This grant is from Buckinghamshire Chilterns University College and has been awarded for the purpose of funding all printing and publishing costs of the publication "Shaping the Outdoor Profession through Higher Education"

Northern Region

These funds have been restricted to be used for the benefit of the members of the areas covered by the Northern Council for Outdoor Education. Funds will be used in the region when required or may be made available in the event of new region/s being formed, which are currently part of the Northern Region.

Campaign for Adventure

This funds administers a grant from Adventure Forest Limited T/A Go Ape. The money is to be used to encourage a more adventurous society in the Campaign for Adventure.

AFA Foundation

These funds are to be used to further outdoor learning for those with disabilities, or for the benefit of members of the AFA special interest group. Their use will be determined by those IOL members who were a part of the pre-existing organization, Adventure for All and contributed to the establishment of the fund.

**THE INSITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

16. Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted Income Funds	-	10,515	10,515
Unrestricted Income Funds	1,232	102,237	103,469
Total Funds	1,232	112,752	113,984

Unrestricted funds include the following balances, which have been ring fenced to the various regions and home nations

Balances as at 30th September 2016 are: -

	30.09.2016	30.09.2015
Wales Home Nation	1,367	1,407
Scotland Home Nation	3,003	3,567
Northern Region	2,847	3,878
South Region	9,889	11,416
Southwest Region	4,925	4,026
Northern Ireland Region	40	55
Wessex Region	2,598	2,098
Midlands Region	3,443	3,568
East Region	2,044	1,535
Peak District Region	1,634	854
North East Region	1,278	2,649

17. Trustees

One trustee, Elspeth Mason, supplies services to the charity in respect of editing work for Horizons magazine. The amount paid in the year was £2,500 (£3,125 for the year ended 30/09/2015). She was also paid mentoring expenses of £NIL in the year (£200: 30/09/2015) The trustees believe this is to be more economical and beneficial than employing an outside consultant. No other trustee was received any remuneration for services during the year, however trustees out of pocket expenses were reimbursed to the extent of £609 for the year (£1,132 for the year ended 30/09/2015)

18. Company Limited By Guarantee

The liability of the members is limited. Every member of the charity undertakes to contribute to the assets of the charity, in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debtors and liabilities of the charity contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributions among themselves, such amount as may be required not exceeding ten pounds.

The liability of each member is limited to £10. There were 1592 members at 30th September 2016 (2015: 1687 members)