



**Ark<sup>®</sup>**

**Ark Services Limited**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS**

For the Year Ended

31 March 2022

(a company limited by guarantee)  
(Company Registration Number SC213778)  
(Scottish Charity No. SC030804)

<b>Contents</b>	<b>Page Number</b>
Officers and Professional Advisors	1
Directors Report	2 – 4
Statement of Directors Responsibility	5
Auditor's Report to the Directors	6 – 9
Statement of Financial Activities	10
Statement of Financial Position	11
Statement of Cash Flows	12
Notes to the Financial Statements	13 – 21

## **OFFICERS AND PROFESSIONAL ADVISORS**

### **Directors**

Ken Brown – Chair  
Kayleigh Bryan (appointed 23 September 2021)  
Bobby Duffy  
Ian Logan

Neil McKnight (resigned 23 September 2021)  
Lucy Robertson  
Oliver Saint (appointed 26 July 2021)

### **External Auditor**

Chiene + Tait LLP  
Chartered Accountants and  
Statutory Auditor  
61 Dublin Street  
Edinburgh  
EH3 6NL

### **Bankers**

The Royal Bank of Scotland  
Corstorphine Branch  
239 St John's Road  
Edinburgh  
EH12 7XA

### **Registered Office**

The Priory  
Canaan Lane  
Edinburgh  
EH10 4SG

### **Solicitors**

T C Young  
Melrose House  
69a George Street  
Edinburgh  
EH2 2JG

### **Contact Details**

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## **DIRECTORS REPORT**

The directors present their report and the financial statements of the company for the year ended 31 March 2022.

### **Objectives**

Ark Services Limited is a wholly controlled subsidiary of Ark Housing Association Limited and was set up to develop housing for those who are aged, infirm or disabled, and in need of housing and any associated amenities. The strategy of Ark Services is to access government capital funding that is not available to Housing Associations and to use its funds and the expertise of its Board to develop and manage social housing with appropriate adaptations to meet specific needs. Ark Services works in partnership with Local Authorities, the Scottish Housing Regulator, banks, construction professionals and other professionals involved in providing care and support services.

### **Achievements, Performance and Financial Review**

The principal activity in the year has been the ongoing provision of specialist housing at four sites in Aberdeen City. This is in line with the objectives of Ark Services. Care and support to tenants was provided by other organisations.

### **Financial Review**

Total incoming resources for the year were £812,185, an increase of £29,644 on the previous year. The Deficit on ordinary activities was £195,014, a decrease of £595,457 from the previous year.

### **Going Concern**

The board of directors has reviewed the results for this year and has also reviewed the projections for the next five years. The directors, therefore, have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, the going concern basis has been adopted in these financial statements.

### **Reserves**

General funds are unrestricted funds which may be invested by the company in line with its 30-year financial plan. Such investment is subject to the company maintaining a viable financial profile over the life of its financial plan, as well as approval by the Board. In approving the financial plan annually, the Board will take into account projected compliance with loan covenants, as well as the impact of sensitivity analysis and other risk factors which may apply.

Currently, unrestricted reserves stand at £2,467,576. The company has no specific policy on the level of reserves which it holds, or its specific uses, however as a minimum, these will be applied to the long term maintenance of the company's properties to ensure it can continue to provide suitable accommodation for tenants.

### **Creditor payment policy**

Purchases are paid within 30 days of invoice or in accordance with creditor payment terms.

## **DIRECTORS REPORT (continued)**

### **Investments**

The company considers the most effective way to generate returns, aligned to its treasury management policy to minimise transaction costs and net financing costs.

### **Principal risks and uncertainties**

The directors confirm that the major risks to which the company is exposed have been considered and reviewed. The main risks facing Ark Services are rental voids and unplanned repairs and maintenance. These risks have been mitigated by entering into long-term agreements for rents and by ensuring that the costs of repairs and maintenance are either covered by current rents or cash-backed reserves.

A disaster recovery plan and business continuity plan have been developed for Ark Services as part of Ark Housing Association's policies and procedures.

The financial risks to the organisation are deemed low by the Directors, as the majority of our housing customers receive full or partial housing benefit. Void levels have also remained low throughout the period. These risks are continually monitored through monthly management accounts and quarterly forecast updates.

### **Plans for the Future**

Future development activity will be dependent on the availability of Special Needs Capital Grant or other funding and discussions with Local Authorities and Ark Housing Association regarding the possibility of working in partnership on new opportunities.

### **Structure, Governance and Management**

Ark Services Limited is a registered charity, governed by its Memorandum and Articles of Association and is limited by guarantee. There is no share capital and every member of the company undertakes to contribute an amount not exceeding £1 should the company be wound up. The members of the company include the original subscriber to the Memorandum of Association of the company, Ark Housing Association, and such other persons as may from time to time be admitted to membership by the directors (all current directors are members). Members cease to be a member if they deliver a notice of resignation or on death or dissolution. Directors can terminate the membership under specific circumstances defined in the company's Articles of Association.

The company is managed by a board of directors who meet at least four times a year. The decision-making of the directors is serviced by information provided by Ark Housing Association. The company employs no staff of its own, and has in place an agreement with Ark Housing Association for the provision of professional services, which includes housing management. The day to day management of Ark Services is delegated by the directors to the Chief Executive of Ark Housing Association.

The directors who served during the year are listed on page 1. Directors chosen to form the Board have the required diversity of skills, interests and experience; and are provided with relevant training as required.

### **Key management personnel and remuneration policy**

The directors consider the board of directors, who are also the trustees, to comprise the key management personnel of the charity as they are in charge of directing and controlling, running and operating the

**DIRECTORS REPORT (continued)**

charity on a day to day basis. All directors give of their time freely and no director received remuneration nor expenses in the year. The company does not directly employ any staff and therefore management services are provided by Ark Housing Association Limited, the ultimate parent undertaking.

**Auditors**

A resolution to reappoint Chiene + Tait LLP as auditors for the ensuing year will be proposed at the annual general meeting.

**Small company provisions**

The Directors have prepared this report in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Directors

Ken Brown (Director)  
25 August 2022

The Priory  
Canaan Lane  
Edinburgh  
EH10 4SG

## STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors (who are also the trustees of Ark Services Limited for the purposes of charity law) are responsible for preparing the Directors' 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these 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 UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the Directors

Ken Brown (Director)  
25 August 2022

The Priory  
Canaan Lane  
Edinburgh  
EH10 4SG

## INDEPENDENT AUDITOR'S REPORT

### Opinion

We have audited the financial statements of Ark Services Limited (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022, and of the charitable company's incoming resources and application of resources, including the charitable company's 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 regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The directors are responsible for the other information. The other information comprises the information included in the Directors' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



## **INDEPENDENT AUDITOR'S REPORT (continued)**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

### **Responsibilities of directors**

As explained more fully in the directors' responsibilities statement set out on pages 3 to 4, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## **INDEPENDENT AUDITOR'S REPORT (continued)**

### **Auditor's responsibilities for the audit of the financial statements**

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 objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates and considered the risk of acts by the charitable company which were contrary to applicable laws and regulations, including fraud. These included but were not limited to the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion.

We focused on laws and regulations that could give rise to a material misstatement in the charitable company's financial statements. Our tests included, but were not limited to:

- agreement of the financial statement disclosures to underlying supporting documentation;
- enquiries of the directors;
- review of minutes of board meetings throughout the period;
- review of legal correspondence or invoices, and
- obtaining an understanding of the control environment in monitoring compliance with laws and regulations.

There are inherent limitations in an audit of financial statements and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. We also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## **INDEPENDENT AUDITOR'S REPORT (continued)**

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's 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 charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Jeremy Chittleburgh BSc CA (Senior Statutory Auditor)  
For and on behalf of Chiene + Tait LLP, Statutory Auditor  
61 Dublin Street  
Edinburgh  
EH3 6NL

\_\_\_\_\_ 2022

Chiene + Tait LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022**

	<i>Notes</i>	<b>General Funds £</b>	<b>Total to 31 March 2022 £</b>	<b>Total to 31 March 2021 £</b>
<b>Income and endowments from:</b>				
<b>Charitable activities</b>				
Provision of housing – Gross income		786,806	786,806	756,277
Grants released from deferred income		25,062	25,062	25,062
<b>Investment income</b>				
Interest received	5	317	317	1,202
<b>Total income</b>		<b>812,185</b>	<b>812,185</b>	<b>782,541</b>
<b>Expenditure on:</b>				
Charitable activities	3	1,007,199	1,007,199	382,098
<b>Total expenditure</b>		<b>1,007,199</b>	<b>1,007,199</b>	<b>382,098</b>
Net income and movement in funds for the year		(195,014)	(195,014)	400,443
<b>Reconciliation of funds</b>				
Total funds at 1 April 2021		2,662,590	2,662,590	2,262,147
<b>Fund balances carried forward at 31 March 2022</b>	<b>13</b>	<b>2,467,576</b>	<b>2,467,576</b>	<b>2,662,590</b>
<b>Represented by:</b>				
Fixed assets	7	3,358,018	3,358,018	3,437,389
Current assets		2,961,268	2,961,268	2,507,254
Current liabilities	9	(1,143,656)	(1,143,656)	(472,121)
Long-term liabilities	10	(2,708,054)	(2,708,054)	(2,809,932)
		<b>2,467,576</b>	<b>2,467,576</b>	<b>2,662,590</b>

All amounts relate to continuing operations.

**STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2022**

	<i>Notes</i>	<b>2022</b> £	<b>2021</b> £
<b>Fixed assets</b>			
Housing properties	7	3,358,018	3,437,389
<b>Current assets</b>			
Debtors	8	41,102	15,937
Cast at bank		2,920,166	2,491,317
		2,961,268	2,507,254
<b>Creditors: amounts falling due within one year</b>	9	(1,143,656)	(472,121)
<b>Net current assets</b>		1,817,612	2,035,133
<b>Total assets less current liabilities</b>		5,175,630	5,472,522
<b>Creditors: amounts falling due after more than one year</b>	10	(2,708,054)	(2,809,932)
		<b>2,467,576</b>	<b>2,662,590</b>
<b>Unrestricted funds</b>			
Income and expenditure account	13	<b>2,467,576</b>	<b>2,662,590</b>

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

These financial statements were approved and authorised for issue by the directors on the 25 August 2022 and are signed on their behalf by:

Ken Brown (Director)

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2022**

	<i>Notes</i>	<b>2022</b> £	<b>2021</b> £
<b>Cash provided by operating activities</b>	<i>16</i>	567,289	592,822
<b>Cash flow from investing activities</b>			
Interest received	<i>5</i>	317	1,202
Investment of properties – housing stock	<i>7</i>	(9,611)	(2,850)
		(9,294)	(1,648)
<b>Cash flow from financing activities</b>			
Interest paid	<i>6</i>	(55,883)	(60,725)
Repayment of housing loans		(73,264)	(71,948)
		(129,147)	(132,673)
<b>Net change in cash and cash equivalents</b>		428,848	458,501
<b>Cash and cash equivalents at 1 April</b>		2,491,318	2,032,817
<b>Cash and cash equivalents at 31 March</b>		2,920,166	2,491,318

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 1. Legal status

Ark Services Limited is a company limited by guarantee incorporated and domiciled in Scotland with registered company number SC213778. The registered office is The Priory, Canaan Lane, Edinburgh, EH10 4SG. The principal activity of Ark Services is the provision of social housing and associated housing management services.

### 2. Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

#### 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 their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The presentational currency of these financial statements is Sterling. All amounts in the financial statements have been rounded to the nearest £.

Ark Services Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### Going concern

The financial statements have been prepared on a going concern basis. The current economic conditions present increased risks for all businesses. In response to such conditions, the directors have carefully considered these risks, including an assessment of the uncertainty on future operations for a period of at least 12 months from the date of signing the financial statements, and the extent to which they might affect the preparation of the financial statements on a going concern basis. Based on this assessment, the directors consider that the Charitable Company maintains an appropriate level of liquidity, sufficient to meet the demands of the business. Thus they continue to adopt the going concern basis of accounting in preparing these financial statements.

#### Significant judgements and estimation uncertainty

In the application of the company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. As the estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant, actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are addressed below.

##### (i) Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. The cost of housing properties is split into separately identifiable

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

### **2. Accounting policies (continued)**

components. These components were identified by knowledgeable and experienced staff members and based on costing models. See note 7 for carrying amounts of tangible assets.

#### **Provision of housing income**

Income represents rents, service charges and revenue grants from Local Authorities less amounts carried forward as deferred income.

#### **Capital and revenue grants**

Grants of a capital nature are utilised to reduce the capital costs of an approved scheme to an amount of required loan finance which it is estimated can be serviced by the net rental income of the scheme. The amount of the capital grant received has been shown as deferred capital grant in creditors. The grant is recognised in income over the expected useful life of the housing property structure under the accruals model. Grants of a revenue nature are credited to income in the period to which they relate.

#### **Incoming resources**

All incoming resources are included in the SOFA (Statement of Financial Activities) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Interest is included when receivable by the charity.

#### **Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

#### **Fixed assets**

The fixed assets relate to land which has been purchased for the construction of properties, and to building costs and related fees.

#### **Depreciation**

##### **(i) Housing properties**

Housing Properties are stated at cost less accumulated depreciation. Works to existing properties will generally be capitalised under the following circumstances:

- Where a component of the housing property that has been treated separately for depreciation purposes and depreciated over its useful economic life is replaced or restored; or
- Where the subsequent expenditure provides an enhancement of the economic benefits of the tangible fixed assets in excess of the previously assessed standard of



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**2. Accounting policies (continued)**

- performance. Such enhancement can occur if the improvements result in an increase in rental income, a material reduction in future maintenance costs or a significant extension of the life of the property.

Works to existing properties which fail to meet the above criteria are charged to the Income and Expenditure account.

Depreciation is charged on a straight-line basis over the expected economic useful lives of each major component that makes up the housing property as follows:.

	Economic Life
Bathrooms	20
Kitchens	15
Windows & Doors	30
Heating Systems	15
Structure & Roofs	80
Mechanical, Electrical, & Plumbing	30
Internal Works & Common Areas	30
External Environment	30

No depreciation is charged on land.

**(ii) Impairment of fixed assets**

Impairment is calculated as the difference between the carrying value of income generating units and the estimated value in use at the date an impairment loss is recognised. Value in use represents the net present value of expected future cash flows from these units. Impairment of assets would be recognised as expenditure.

**(iii) Other fixed assets**

The cost of purchasing equipment is written off over 5 years.

**Capitalisation of interest**

Interest on capital borrowed to finance developments during the period of development has been capitalised and included in the cost of property.

**Fund accounting**

Funds held by the charity are:

*Unrestricted General Funds*

These are funds which can be used in accordance with the charitable objects at the discretion of the directors.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**2. Accounting policies (continued)**

**Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors**

Creditors are recognised where the 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

The 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.

**3. Analysis of charitable expenditure**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Loan interest paid (note 6)	55,883	60,725
Depreciation	88,982	106,400
Service charges	61,894	56,166
Management charges	46,070	46,070
General repairs	85,174	80,809
Council tax / rates and insurance	13,595	9,395
Major repairs	-	-
Scanning costs	-	-
Void utilities	-	-
Bad debt write offs	(479)	1,593
Donation given to parent	634,000	-
Management and administration costs (note 4)	11,205	10,980
Governance costs (note 4)	10,875	9,960
	<u>1,007,199</u>	<u>382,098</u>

No emoluments have been paid to the directors for services provided during the year (2021: £nil).

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**4. Allocation of management & administration costs**

	<b>Charitable Activity</b>	<b>Governance</b>	<b>2022 Total</b>	<b>2021 Total</b>
	£	£	£	£
Management charges	10,155	8,175	18,330	16,480
Legal & professional fees	390	-	390	1,273
Auditor's remuneration	-	2,700	2,700	2,570
Bank charges	660	-	660	617
	11,205	10,875	22,080	20,940

Management Charges have been allocated on the basis of the time spent attending Trustees' meetings and preparing reports for Trustees by the Chief Executive and Head of Finance of Ark Housing Association Ltd.

**5. Interest receivable**

	<b>2022</b>	<b>2021</b>
	£	£
Interest receivable	317	1,202

Interest is receivable in respect of bank deposits.

**6. Interest payable**

	<b>2022</b>	<b>2021</b>
	£	£
Interest payable	55,883	60,725

Interest is payable in respect of bank loans.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**7. Housing properties**

	<b>Freehold Property £</b>
<b>Cost</b>	
At 1 April 2021	4,852,117
Additions	9,611
Disposals	-
At 31 March 2022	4,861,728
<b>Depreciation</b>	
At 1 April 2021	1,414,728
Charge for year	88,982
Disposals	-
At 31 March 2022	1,503,710
<b>Net Book Value</b>	
At 31 March 2022	3,358,018
At 31 March 2021	3,437,389

Interest capitalised amounted to £nil (2021: £nil).

**8. Debtors**

	<b>2022 £</b>	<b>2021 £</b>
Rent arrears	35,603	5,370
Bad debt provision	-	-
	35,603	5,370
Amounts due from parent undertaking	-	-
Other debtors	5,499	10,567
	41,102	15,937

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**9. Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	£	£
Trade creditors	8,354	2,562
Rent prepayments	11,159	2,312
Amounts due to parent undertaking	635,326	12,717
Housing loans (note 11)	78,593	75,039
Equipment replacement	328,177	301,138
Grants (note 12)	25,062	25,062
Accruals and deferred income	56,985	53,291
	1,143,656	472,121

**10. Creditors: amounts falling due after more than one year**

	<b>2022</b>	<b>2021</b>
	£	£
Housing loans (note 11)	1,174,372	1,251,188
Grants (note 12)	1,533,682	1,558,744
	2,708,054	2,809,932

**11. Detail of balance on loans**

	<b>2022</b>	<b>2021</b>
	£	£
Loans are repayable in instalments:		
Within one year (note 9)	78,593	75,039
Between one and two years	81,657	78,326
Between two and five years	267,505	256,199
After five years	825,210	916,663
After one year (note 10)	1,174,372	1,251,188
Total	1,252,965	1,326,227

The loans are secured by standard security over the company's properties at School Drive Aberdeen, Springfield Road Aberdeen and Dubford Road Aberdeen. The loans are repayable by annual instalments. Interest is charged on the loans at rates between 2.31% and 5.85%.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(continued)**

**12. Detail of balance on grants**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Total grant at 1 April and 31 March	2,004,683	2,004,683
Released at 1 April	(420,877)	(395,815)
Released in year	(25,062)	(25,062)
Total releases at 31 March	(445,939)	(420,877)
Total creditor at 31 March	1,558,744	1,583,806
Due within one year (note 9)	25,062	25,062
Due in more than one years (note 10)	1,533,682	1,558,744
	1,558,744	1,583,806

**13. General reserves**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 1 April 2021	2,662,590	2,262,147
(Deficit) / Surplus for the year	(195,014)	400,443
<b>Balance at 31 March 2022</b>	<b>2,467,576</b>	<b>2,662,590</b>

**14. Related party transactions**

Ark Housing Association provides professional and administrative support to Ark Services Limited for which there was a charge of £64,400 (2021: £62,550) made during the year. There were also charges of £13,595 (2021: £9,395) for insurance.

At 31 March 2022 there was a total balance of £635,326 (2021: £12,717) owed to Ark Housing Association.

In addition Ark Services donated £634,000 to Ark Housing Association during the year.

**15. Ultimate parent undertaking**

Ark Services Limited is a wholly managed subsidiary of Ark Housing Association Limited, a registered social landlord in Scotland. Consolidated group financial statements are available from Ark Housing Association Limited, The Priory, Canaan Lane, Edinburgh, EH10 4SG.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**  
**(continued)**

**16. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net movement in funds	(195,014)	400,443
Add back depreciation	88,982	106,400
Deduct interest income shown in investing activities	(317)	(1,202)
Add back interest paid shown in financing activities	55,883	60,725
Add back loan repayment shown in financing activities	73,262	71,948
(Increase) / decrease in debtors	(25,164)	5,693
Increase / (decrease) in creditors	569,657	(51,185)
<b>Net cash provided by operating activities</b>	<b>567,289</b>	<b>592,822</b>