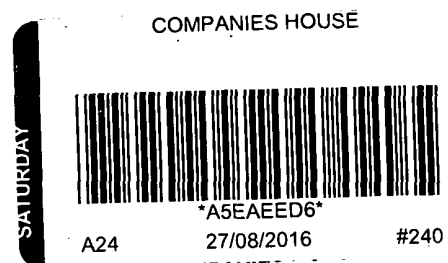


Company No. 3260052
Registered Charity No. 1064020

TOURISM CONCERN
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2016



TOURISM CONCERN
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

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TOURISM CONCERN
COMPANY INFORMATION

Incorporated as a Company Limited by Guarantee on 13 February 1995

Company Registration No : 3260052

Directors and Board of Trustees

Chair : James Blair

Vice Chair : Gail Ward

Treasurer : Sam Longair

Directors : Mr Roger Goode
Kiran Gupta
Dr Albert Kimbu
Ann Noon
Felipe Zalamea

Registered Office : The Lansdowne Building
2 Lansdowne Road
Croydon
CR9 2ER

Bankers : The Co-operative Bank Plc
National Westminster Bank Plc

Independent Examiner : Anthony Epton
Goldwins
Chartered Accountants
75 Maygrove Road
London NW6 2EG

TOURISM CONCERN

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2016

The trustees, who are also directors of the charitable company for the purposes of company law, submit their annual report and the financial statements of Tourism Concern for the year ended 31 March 2016. The trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and 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).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Tourism Concern is registered as a charity in England and Wales and incorporated as a company limited by guarantee. It is governed by its memorandum and articles of association. The management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles. The trustees, known as Council Members are elected at the Annual General Meeting (AGM); or may be co-opted during the year and elected at the subsequent AGM. The minimum number of trustees allowed is three, the maximum is nine. Tourism Concern's Council is its governing body and it meets approximately four times per year. New Council members are invited to apply according to the needs of the organisation, taking into account existing skills on the Board. Tourism Concern aims to have a diverse Council with a broad range of skills and experience including tourism, academia, finance, fundraising, human resources, communications, management and governance. The day to day management of the charity is delegated to the Executive Director.

PUBLIC BENEFIT

Tourism Concern's trustees have reviewed the Charity Commission guidance on public benefit and have prepared this report with that guidance in mind. The benefits provided by Tourism Concern clearly relate to its aims. No private benefits arise from its work. Those living in destinations all too often adversely affected by tourism benefit from the organisation's work to make sure that tourism is more equitably traded and also from working in partnership with Tourism Concern to help ensure that their views on tourism development are taken into account. This work is regularly undertaken together with often marginalised groups, such as those living in poverty or women. The holidaying public, the tourism industry, students in tourism related education and statutory bodies dealing with tourism benefit from its educational, advocacy and outreach activities.

OBJECTIVES AND ACTIVITIES

Our overarching objective is to ensure that tourism always benefits local people.

Influencing

We aim to change the way that tourism is traded and developed through collaborative work with industry, government, development and other human rights NGOs. We lobby government and challenge industry to be accountable, and expose serious abuses through our campaigns. Tourism Concern's voice has contributed to both the UN Marrakesh Process (a global process to support the elaboration of a 10-Year plan on sustainable consumption and production) and to the deliberations

TOURISM CONCERN

of the United Nations Conference on Trade and Development.

We also encourage holidaymakers to challenge their own perceptions about the cultures they visit and the real impact of their holiday. We provide tourists with information so that they can ask the right questions and make informed choices when booking their holidays. Our educational resources and publications are designed to influence critical thinking and stimulate ideas.

Supporting marginalised voices

We help people and communities in destination countries to get their voices heard in the UK media. We also help them to develop their own campaigning skills, through capacity building and working in partnership. Our campaigns are frequently developed around issues raised by people in destination countries.

Creating alternatives

We create approaches and tools to maximise tourism benefits to local communities. We develop tools to improve industry practice and work with community based tourism initiatives to strengthen and promote their operations.

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ACHIEVEMENTS AND PERFORMANCE

Over the year we continued to work on a range of educational and awareness raising activities, developing our strategies and aims through rigorous research and consultation. We produced two Briefings, one on our campaign to protect the backwaters of Alleppey and the other on Cruise Ship Tourism.

It is clear that Tourism Concern is needed now more than ever. The negative impacts of tourism remain largely unchecked and are increasing. As one of the largest industries in the world, tourism's influence is staggering. However, like many international and globalised industries, tourism can undermine human rights and sadly it is often only possible to see the damage done when communities, livelihoods and environments have already been irreparably damaged. Tourism Concern provides a voice for local people in destination countries, who rarely have the opportunity to tell their story. We consistently challenge the tourism industry, tourists and the UK government to become aware of their impacts and to ensure that tourism always benefits local communities. Over the last year we have focussed on making tourism better. Recognising that tourism can be a force for good and as a tool for international development. We have worked with industry to improve their operations and found ways to influence their supply chains to create long-term dividends to local communities as well as ensuring that their relations with their suppliers and clients are beneficial, sustainable and equal.

We have also provided advice and information to tourists, in order that they can make better and more informed decisions about their holidays - ensuring that holidays bring real benefits to destination communities. Our focus is on practical solutions, such as the code of conduct for houseboat owners in Kerala and providing advice and support to tourists in order that they can have better and more informed choices about their holidays. We have also produced a briefing on cruise ships and will launch a petition against Flags of Convenience.

Equally we have undertaken education and outreach by providing lectures to universities around the UK - from Plymouth to York - reaching hundreds of students. We have also organised film nights and discussion evenings, conferences and social events. We also now have four active professional membership groups, the Ethical Tour Operators Group, Ethical Volunteering Organisations, Ethical Travel Partners and our Academic Network. Our major campaigns for the year were:

Cruise Tourism

Cruising is a growing trend and although brings some benefit to destinations, the reality in most cases is that they convey large numbers of low value passengers, who have limited time for meaningful cultural exchange and leave behind large amounts of rubbish and pollution. The large cruise ships have an enormous ecological impact and notoriously poor working conditions. Additionally many destinations have become highly dependent on this form of tourism which can inhibit the development of other, more sustainable forms of tourism.

We therefore produced and launched our timely new briefing, Cruise Tourism – what's below the surface? at a special event in March 2016. The launch event, which was free for Members, was a chance to explore the issues around Cruise Tourism from different perspectives. The evening began with an introduction to the briefing, which looks at the social and economic benefits to destinations, the environmental impact of cruise ships and the human/worker rights of employees. We then presented a short film produced by student Nicola Hill, a Tourism Concern member, which

TOURISM CONCERN

highlighted some of the issues with cruise ship tourism. This was followed by the showing of the Dispatches Channel 4 documentary Cruises Undercover: The Truth below decks

Guest speaker Paul Myles, the Dispatches undercover reporter, then shared his personal experiences and insights, making the issues raised in our briefing really come alive. Finally, Dr Xavier Font, a leading academic on Cruise Tourism, presented his research on how cruise ship companies present their CSR (Corporate & Social Responsibility) data. It was clear from the presentation that many companies make it difficult or impossible to understand their impacts from the information they provide.

Protecting the backwaters of Alleppey

Houseboat tourism is a wonderful way to experience the beauty and tranquillity of the backwaters. It could and should be a model of ethical tourism, and a valuable and sustainable source of local employment and income. Unfortunately though, it is expanding in an unregulated and unsustainable way.

Project planning began in 2012 when a survey of 1000 families living on the backwaters revealed that they were being adversely affected by houseboat tourism – issues which also threatened the sustainability of the backwaters and of the industry itself.

We have been talking with as many stakeholders as possible in order to understand the issues better and to investigate possible practical ways of addressing them. In April 2015 we organised a meeting, chaired by the Director of Tourism, of over 40 representatives of these stakeholders. An outline of our key findings were presented and there was agreement on the need both to seek a Code of Practice for houseboats and to establish a committee, with representatives of the key stakeholders, to oversee the development, adoption and monitoring of the Code.

Through ongoing consultation over the following months we were able to draft best practice guidelines which focus on respect for the natural environment, respect for local people, respect for employees, and ensuring the well-being of guests. The guidelines also include a commitment to continual improvement. These were officially agreed with the Kerala Department of Tourism in October 2015. We also outlined a process for encouraging and monitoring compliance.

From early in 2016 we began conducting comprehensive research, working in conjunction with the University of Kerala, to look at every part of the guidelines with houseboat owners and staff in order to establish what the practical obstacles to compliance are, and hence to identify where training, provision of facilities, and/or enforcement of regulations might be required. This work is continuing both in Alleppey and in Kumarakom, on the eastern side of the lake.

In the UK we have established support for the initiative from UK tour operators who take guests to the backwaters, including through AITO, ABTA and the Travel Foundation. We hope that all prospective guests from the UK will seek boats who are signed up to the best practice guidelines. The lead up to Kerala State elections in May, including the appointment of a new Director of Tourism, enforced delays in our discussions with the government. However, we have now connected with the new regime, and they are enthusiastic to help with our work. In the coming months we will continue the research with houseboat workers, and feedback the results to government. We intend to apply pressure to ensure that the long process of installing new

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shore-based waste facilities for boats, investigating routing alternatives to reduce congestion, training of boat workers, enforcement of safety regulations, and so on, does not stall.

In the next period we will be working with about fifty boats to help them comply with the guidelines, and establish and promote them as 'model' boats. This will further help in identifying practical challenges that need to be addressed in order for boats to operate more sustainably, and will encourage other boats to seek promotion as sustainable operators.

We are extremely grateful to our partner organisation – the Environmental Collaborative – whose Director Sudha Soni has worked hard, including to establish trust in the process and in the ultimate goals of the project.

Activity for 2016/17

Over the last couple of years we have been able to stabilise the charities finances by reducing our overhead costs, whilst remaining operational and effective. This has enabled us to not only maintain campaign spending at previous levels but also to make a small surplus in 2015/16 to bolster our reserves. We have grown membership, reached more people, lectured to students and successfully launched a code of conduct on Alleppey - protecting local people and the environment. We have a clearly defined work programme for 2016/17 and ambitious plans to promote our research, engage tourists and support local communities.

Our campaigns have helped raise awareness of issues such as All Inclusives, Water Equity in Tourism, Voluntourism and Orphanage Tourism; our online ethical travel guide enables travellers to make better and more informed holiday choices; we are educating a new generation of tourism professionals via our academic network and our latest campaign to save Alleppey, which was featured on the BBC Travel Show recently, has achieved considerable success on a very limited budget – so much so that two academics, independently of each other, have offered to help in writing up a case study of best practice, that is also replicable in other areas.

Although we are primarily concerned with human rights, we have also raised awareness about animals in tourism including the ethical treatment of working animals such as mules, encouraging tourists to avoid places such as Tiger Temple and encouraging tour operators to have an ethical policy around elephant trekking

Additionally our website now has a greater focus on information that is useful for the traveller and provides easily accessible advice to consumers on ethical travel. We now include country specific information via an interactive map and for each country we list some background information, ethical travel issues, information on local etiquette and language. We also now incorporate a Map, which includes places listed in our Ethical Travel Guide.

Although our website offers a good deal of information, Tourism Concern has a great deal of further information on ethical travel issues which is not easily accessible. So in 2016/17 we will produce high quality, well-researched pdf briefings on a particular issue in ethical tourism every other month. These will be written in house but we may also use professional advice/collaborators where possible (eg development or human rights groups, etc). We will also engage with our professional members where possible (eg ETOG, academic network, trustees). In addition to engaging travellers with the issues the briefings will also act as 'position statements', which will

TOURISM CONCERN

help clarify who we are and what we do (ie our unique role).

Additionally we are currently researching a range of issues associated with indigenous peoples and tourism. There has been a rapid growth in tourism in this area. Campaigns Officer, Helen Jennings, has done extensive research on this topic across Scandinavia, Canada and South America. Helen is currently writing a report on Indigenous Peoples and Tourism, which will be launched in 2016/17. She will be working alongside 'The Minority Rights Group', as well as other stakeholders, to create and implement a 'code of conduct' for tour operators to use when working with Indigenous Peoples all across the world. Indigenous Tourism is at a very tentative stage in its development and it is important to outline best practice in this area.

RESERVES POLICY AND RISK MANAGEMENT

The Trustees recognise that control and management of risks is of crucial importance in ensuring the organisation's future. The Trustees have deemed it prudent to have unrestricted funds (free reserves) held by the charity of at least three months of resources expended (including fixed salary costs), which equates to approximately £15,000.

TRUSTEES' RESPONSIBILITIES

Company and charity 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 and of the surplus or deficit of the company for that period.

In preparing those financial statements, the trustees have:

- selected suitable accounting policies and apply them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees have overall responsibility for ensuring that the company has an appropriate system of controls, financial or otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the trustees on 12 August 2016 and signed on its behalf, by:



.....
James Blair
CHAIR

TOURISM CONCERN

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TOURISM CONCERN

I report on the accounts of the company for the year ended 31 March 2016, which are set out on pages 10 to 19.

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(2) of the Charities Act 2011 (the 2011 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 2011 Act;
- 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. 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.

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 BA FCA CTA FCIE
Goldwins
Chartered Accountants
75 Maygrove Road
London NW6 2EG

22 August 2016

Tourism Concern
Statement of financial activities
For the year ended 31 March 2016

	Note	£	Restricted £	2016 Total £	2015 Total £
Income from:					
Donations and legacies	3	10,628	-	10,628	12,783
Charitable activities	4	54,003	2,963	56,967	46,560
Other trading activities	5	18,275	-	18,275	17,787
Investments	6	6	-	6	7
Other income		-	-	-	-
Total income		82,913	2,963	85,876	77,137
Expenditure on:					
Raising funds	7	2,716	-	2,716	5,916
Charitable activities		68,000	6,513	74,513	65,275
Total expenditure		70,716	6,513	77,229	71,191
Net income / (expenditure) before net gains / (losses) on investments		12,197	(3,550)	8,647	5,946
Net gains / (losses) on investments		-	-	-	-
Net income / (expenditure) for the year	8	12,197	(3,550)	8,647	5,946
Transfers between funds		(3,550)	3,550	-	-
Net income / (expenditure) before other recognised gains and losses		8,647	-	8,647	5,946
Gains / (losses) on revaluation of fixed assets		-	-	-	-
Actuarial gains / (losses) on defined benefit pension schemes		-	-	-	-
Other gains / (losses)		-	-	-	-
Net movement in funds		8,647	-	8,647	5,946
Reconciliation of funds:					
Total funds brought forward		13,610	-	13,610	7,664
Total funds carried forward		22,257	-	22,257	13,610

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Tourism Concern
Balance sheet
As at 31 March 2016

	Note	2016 £	2016 £	2015 £	2015 £
Fixed assets:					
Tangible assets	10		-		-
Current assets:					
Debtors	11	3,134		2,757	
Cash at bank and in hand		<u>21,545</u>		<u>29,345</u>	
		24,679		32,102	
Liabilities:					
Creditors: amounts falling due within one year	12	<u>2,422</u>		<u>18,492</u>	
Net current assets / (liabilities)			22,257		13,610
Total assets less current liabilities			22,257		13,610
Creditors: amounts falling due after one year			-		-
Total net assets / (liabilities)			22,257		13,610
The funds of the charity:	14				
Restricted funds			-		-
Unrestricted funds:					
General funds		<u>22,257</u>		<u>13,610</u>	
Total unrestricted funds			22,257		13,610
Total charity funds			22,257		13,610

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2016 and of its net incoming/(outgoing) resources for the year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and 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).

Approved by the trustees on 12 August 2016
and signed on their behalf by:



Name: James Blair
Trustees

Company registration no. 3260052

The attached notes form part of the financial statements.

Tourism Concern
Statement of cash flows
For the year ended 31 March 2016

	Note	2016 £	2016 £	2015 £	2015 £
Net cash provided by / (used in) operating activities	15		(7,800)		4,383
Cash flows from investing activities:					
Interest/ rent/ dividends from investments		-		-	
Sale/ (purchase) of fixed assets		-		-	
Sale/ (purchase) of investments		-		-	
Cash provided by / (used in) investing activities			-		-
Cash flows from financing activities:					
Repayments of borrowing		-		-	
Cash inflows from new borrowing		-		-	
Receipt of endowment		-		-	
Cash provided by / (used in) financing activities			-		-
Change in cash and cash equivalents in the year			(7,800)		4,383
Cash and cash equivalents at the beginning of the year			29,345		24,962
Change in cash and cash equivalents due to exchange rate movements			-		-
Cash and cash equivalents at the end of the year	16		21,545		29,345

Tourism Concern
Notes to the financial statements
For the year ended 31 March 2016

1 Accounting policies

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 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) and the Companies Act 2006.

Tourism Concern 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 or note.

b) Reconciliation with previously Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was not required. The transition date was 1 April 2015.

c) Going concern

The trustees consider that there are no material uncertainties about Tourism Concern's ability to continue as a going concern. Key judgements that the charitable company has made which have a significant effect on the accounts include [estimating the liability from multi-year grant commitments]. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

g) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Tourism Concern
Notes to the financial statements
For the year ended 31 March 2016

1 Accounting policies (continued)

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services, exhibitions and other educational activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel and governance costs which support Tourism Concern's charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 7.

j) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

k) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £200. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	33% straight line
------------------	-------------------

l) Debtors

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

m) Cash at bank and in hand

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

n) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

o) Financial instruments

The charity 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

p) Pensions

The charity operate stake holder pension schemes.

Tourism Concern
Notes to the financial statements
For the year ended 31 March 2016

2 Detailed comparatives for the statement of financial activities

	2015 Unrestricted £	2015 Restricted £	2015 Total £
Income from:			
Donations and legacies	12,783	-	12,783
Charitable activities	41,711	4,849	46,560
Other trading activities	17,787	-	17,787
Investments	7	-	7
Other	-	-	-
Total income	72,288	4,849	77,137
Expenditure on:			
Raising funds	5,916	-	5,916
Charitable activities	60,426	4,849	65,275
Total expenditure	66,342	4,849	71,191
Net income / expenditure before gains / (losses) on investments	5,946	-	5,946
Net gains / (losses) on investments	-	-	-
Net income / expenditure	5,946	-	5,946
Transfers between funds	-	-	-
Net income / (expenditure) before other recognised gains and losses	5,946	-	5,946
Gains / (losses) on revaluation of fixed assets	-	-	-
Actuarial gains / (losses) on defined benefit pension scheme	-	-	-
Other gains / (losses)	-	-	-
Net movement in funds	5,946	-	5,946
Total funds brought forward	7,664	-	7,664
Total funds carried forward	13,610	-	13,610

Tourism Concern
Notes to the financial statements
For the year ended 31 March 2016

3 Income from donations and legacies

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Donations	10,628		10,628	12,783
	<u>10,628</u>	<u>-</u>	<u>10,628</u>	<u>12,783</u>

4 Income from charitable activities

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Joffe Foundation	10,000	-	10,000	-
AlG Europe	-	1,000	1,000	-
CAFOD	5,000	-	5,000	5,000
Margaret Hayman Trust	10,000	-	10,000	10,000
Morel Trust	1,000	-	1,000	-
Buckingham Trust	150	-	150	-
The Camden Trust	-	-	-	100
Eva Rickett Trust	-	-	-	500
Alleppey Project	-	1,963	1,963	4,849
Memberships	27,853	-	27,853	26,111
	<u>54,003</u>	<u>2,963</u>	<u>56,967</u>	<u>46,560</u>

5 Income from other trading activities

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Ethical Tour Operators Group Subscriptions	13,475	-	13,475	12,390
Educational	4,517	-	4,517	5,002
Other	283	-	283	395
	<u>18,275</u>	<u>-</u>	<u>18,275</u>	<u>17,787</u>

6 Income from investments

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Bank interest	6	-	6	7
	<u>6</u>	<u>-</u>	<u>6</u>	<u>7</u>

Tourism Concern
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For the year ended 31 March 2016

7 Analysis of expenditure

	Cost of raising funds	Charitable activities	Support costs	Governance costs	2016 Total	2015 Total
	£	£	£	£	£	£
Staff costs (Note 9)	-	48,848	-	-	48,848	40,563
Fundraising and membership	1,960	-	-	-	1,960	1,595
Direct costs						
Travelling and subsistence	-	893	-	-	893	1,214
Postage	322	-	-	-	322	312
Volunteer Costs	-	252	-	-	252	538
GIVS	-	2,527	-	-	2,527	1,760
Orphanage Campaign	-	-	-	-	-	230
All Inclusives	-	224	-	-	224	2,718
Interactive Map Project	-	-	-	-	-	1,490
Ethical Travel Guide	-	3,600	-	-	3,600	-
Alleppey project	-	5,298	-	-	5,298	4,849
Education and Outreach	-	953	-	-	953	378
Library	-	-	-	-	-	636
Administration expenses						
AGM / Annual Report	-	-	13	-	13	420
Bank charges	-	-	-	475	475	460
IT expenses	-	-	2,677	-	2,677	3,434
Legal & Insurance	-	-	329	-	329	489
Office Expenses	-	-	674	-	674	385
Printing, postage & stationery	-	-	3,828	-	3,828	4,232
Rent	-	-	1,145	-	1,145	1,815
Resources, Printing & Design	59	-	-	-	59	32
Telephone & Internet	-	-	1,174	-	1,174	732
Travel	-	-	248	-	248	20
Trustee Expenses	-	-	-	124	124	312
Website	-	1,607	-	-	1,607	1,078
Independent examiner fees	-	-	-	750	750	750
Other	-	-	-	(750)	(750)	750
	2,340	64,203	10,087	599	77,229	71,191
Support costs	355	9,732	(10,087)	-	-	-
Governance costs	21	578	-	(599)	-	-
2016 total	2,716	74,513	-	-	77,229	71,191
2015 expenditure	4,770	52,623.88	11,526	2,272		
Support costs	958	10,568	(11,526)	-		
Governance costs	189	2,083	-	(2,272)		
2015 total	5,916	65,275	-	-		

Support and governance costs were allocated pro rata to total direct costs.

Of the total expenditure, £70,716 was unrestricted (2015: £66,342) and £6,513 was restricted (2015: £4,849).

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Notes to the financial statements
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8 Net income / (expenditure) for the year

This is stated after charging / (crediting):	2016	2015
	£	£
Depreciation	-	-
Independent examiner fee	<u>750</u>	<u>750</u>

9 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2016	2015
	£	£
Salaries and wages	44,133	36,462
Social security costs	2037.55	1914.36
Employer's contribution to defined contribution pension schemes	<u>2677.56</u>	<u>2186.63</u>
	<u>48,848</u>	<u>40,563</u>

No employee earned more than £60,000 during the year (2015: nil).

The total employee benefits including pension contributions of the key management personnel were £37,935 (2015: £38,647).

The trustees were not paid or received any other benefits from employment with the Trust or its subsidiary in the year (2015: £nil). No trustees received payment for professional or other services supplied to the charity (2015: £nil).

10 Tangible fixed assets

	Office equipment	Total
	£	£
Cost		
At the start of the year	24,510	24,510
Additions in year	-	-
Disposals in year	-	-
At the end of the year	<u>24,510</u>	<u>24,510</u>
Depreciation		
At the start of the year	24,510	24,510
Charge for the year	-	-
Eliminated on disposal	-	-
At the end of the year	<u>24,510</u>	<u>24,510</u>
Net book value		
At the end of the year	<u>-</u>	<u>-</u>
At the start of the year	<u>-</u>	<u>-</u>

All of the above assets are used for charitable purposes.

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11 Debtors

	2016 £	2015 £
Other debtors	3,134	2,757
	3,134	2,757

12 Creditors: amounts falling due within one year

	2016 £	2015 £
Other creditors	2,422	18,492
	2,422	18,492

13 Analysis of net assets between funds

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	-	-	-	-
Investment properties	-	-	-	-
Investments	-	-	-	-
Net current assets	22,257	-	-	22,257
Long term liabilities	-	-	-	-
Defined benefit pension asset / (liability)	-	-	-	-
Net assets at the end of the year	22,257	-	-	22,257

14 Movements in funds

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At the end of the year £
Volunteering Conference	-	1,000	(1,000)	-	-
Alleppey Project	-	1,963	(5,513)	3,550	-
Total restricted funds	-	2,963	(6,513)	3,550	-
Total designated funds	-	-	-	-	-
General funds	13,610	82,913	(70,716)	(3,550)	22,257
Total unrestricted funds	13,610	82,913	(70,716)	(3,550)	22,257
Pension fund	-	-	-	-	-
Total funds	13,610	85,876	(77,229)	-	22,257

Tourism Concern

Notes to the financial statements

For the year ended 31 March 2016

15 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2016	2015
	£	£
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	8,647	5,946
Depreciation	-	-
Interest, rent and dividends from investments	-	-
Gains/ (losses) on investments	-	-
(Loss)/ profit on the sale of fixed assets	-	-
(Increase)/ decrease in stock	-	-
(Increase)/ decrease in debtors	(377)	2,089
Increase/ (decrease) in creditors	(16,070)	(3,652)
Net cash provided by / (used in) operating activities	<u>(7,800)</u>	<u>4,383</u>

16 Analysis of cash and cash equivalents

	At 1 April 2015	Cash flows	Other changes	At 31 March 2016
	£	£	£	£
Cash at bank and in hand	29,345	-	7,800	-
Deposits (less than three months)	-	-	-	-
Overdraft facility (repayable on demand)	-	-	-	-
Total cash and cash equivalents	<u>29,345</u>	<u>-</u>	<u>7,800</u>	<u>21,545</u>

17 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Equipment	
	2016	2015
	£	£
Less than 1 year	2,808	2,808
1 - 5 years	2,808	5,616
	<u>5,616</u>	<u>8,424</u>

18 Related party transactions

The charity has no related party transactions during the year. (2015: Nil)