

Charity Registration No. SC037494 (Scotland)

Company Registration No. SC306268 (Scotland)

PROSTATE SCOTLAND
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

PROSTATE SCOTLAND

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr I Conn Dr A Gregor Ms J Greig Ms M Hallam Prof. S McNeill Mr J Thomson Mr R Wilson Ms M McNeill Mr B Thomas
Secretary	Ms M McNeill
Charity number (Scotland)	SC037494
Company number	SC306268
Registered office	Princes Exchange 1 Earl Grey Street Edinburgh EH3 9EE
Auditor	Thomson Cooper 22 Stafford Street Edinburgh EH3 7BD
Bankers	Adam & Company 25 St Andrew Square Edinburgh EH2 1AF
Solicitors	Turcan Connell Princes Exchange 1 Earl Grey Street Edinburgh EH3 9EE

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PROSTATE SCOTLAND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31 DECEMBER 2019

The trustees present their report and financial statements for the year ended 31 December 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

The objects of the company are to advance education and health in relation to prostatic disease and the relief of ill-health through the advancement of treatment and management of prostatic diseases by all or some of the following means: -

- the advancement of education about the prostate gland, its diseases and their treatment;
- the funding of, provision of counselling, support and advice for those affected by prostate disease;
- research into prostate disease in Scotland or elsewhere;

The charity's short to medium term aims are to:

- Enable more men, their families and key decision makers in Scotland to be aware of prostate disease and know how to get help, advice and treatment through printed, electronic and personal communication;
- Encourage the development of health policies which include prostate disease and treatment;
- Increase survival rates for prostate cancer through encouraging early diagnosis; and increase numbers seeking diagnosis;
- Develop emphasis on the knowledge and availability of treatments, equipment and research into prostatic disease in Scotland;
- Help ensure that men in Scotland with prostate cancer and disease are able to access appropriate and timely support and information

Actions and significant activities towards achieving these include:

- The development, dissemination and promotion of materials to increase awareness of prostatic disease;
- The development and dissemination of leaflets and booklets to provide information about prostate diseases and their treatments;
- Development of a new multifunctional website to provide information on prostatic disease;
- Delivering a Workplace Initiative on prostate disease information in the workplace;
- Completion of the Blue Horizon Robot Appeal having raised £2.8m to help enable the provision of robot-assisted prostatic surgery in the East and West of Scotland;
- The setting up of a training/fellowship award scheme to increase the number of surgeons in Scotland trained in robotic assisted prostate cancer surgery;
- The development of a patient research project into the future service and treatment needs of men with prostate cancer and disease in Scotland; and completion of the research into the needs and perspectives of men living with prostate cancer in Scotland. Completing a joint research project with the Cancer Care Research Centre at Stirling University into clinician perspectives on the future service and treatment needs of men with prostate disease in Scotland.

The trustees have paid due regard to guidance issued by Office of the Scottish Charity Regulator (OSCR) in deciding what activities the charity should undertake.

Strategic report

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the trustees to present a strategic report.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Achievements and performance

The report is for the financial year from 1st January 2019 to 31st December 2019. There was significant progress during the year in completing the charity's business plan for 2016-19. Key priorities have been to:

- Increase the amount of (and relevancy/appropriateness of) information and awareness of prostatic disease treatments;
- Develop research into improvements of services and treatment for prostate diseases in Scotland;
- Set up a new fellowship/training award scheme to support the training of surgeons in Scotland in robot assisted prostate cancer surgery;
- Enable men with prostate disease in Scotland to have appropriate, relevant, up-to-date, personalised treatments as well as treatment and support services;
- Develop policy awareness and inclusion of prostate issues in national health/ public policy; becoming a key voice of prostate patients' needs;
- Develop and take forward a new awareness and fundraising initiative to encourage more early diagnosis

Significant progress was made towards achieving these priorities:

- The provision of Information and Advice materials to members of the public, including distributing over 19,000 'Brief' and 'Simple Guides' to prostate disease and its' treatments and over 7,100 comprehensive 'Explanatory Booklets' and 'Spotlight on' guides. We also saw a significant increase in the number of information publications downloaded from our website, many during the period of our awareness initiative.
- Over 50 toolbox talks and workplace events and 28 awareness and fundraising talks, displays and exhibitions across Scotland took place.
- Two training awards were made under the Robotic Fellowship/ Training awards scheme run in partnership with the Urology Foundation to support the training of surgeons in Scotland in robot assisted prostate cancer surgery, with both trainees expected to complete training in 2020.
- An awareness and fundraising initiative ('Pull Your Finger Out') aimed at increasing awareness of prostate cancer and disease was taken forward. Over one and a half million people were reached via television, radio, the press and a further 230,000 via Facebook. The campaign resulted in a 91% increase in visitors to the Prostate Scotland (PS) website, compared to the similar period the year before.
- Media coverage was achieved via national and local newspapers and regional radio.
- Over 66,000 page views were achieved via the website from over 30,000 visitors. Over 82% of the visitors were new. This was very much a consequence of the Pull Your Finger Out Initiative. The PS website was judged to be amongst the best Prostate Cancer websites in the world by respected US reviewers Expertido. Also there was a fivefold increase in the number of people reached via Facebook, following a partnership with The Daily Record.
- Many people were reached through partnerships with the Freemasons and Rotary Clubs.
- The Patient Information and Policy Project to research future services and treatments needs of men with prostate cancer and disease saw significant progress with a Scotland wide patient survey into the needs and prostate cancer journey of men with prostate cancer in Scotland. A report was written based on an analysis of the survey, and a series of patient focus groups will be launched in 2020.
- Results of the research helped inform the development of a new support service for men with prostate cancer and disease (COMPASS), following a generous funding award.

1. Increasing the amount of information and awareness of prostatic disease and its treatments

Major progress was made during the year on taking forward this work including:

- Taking forward a Scotland wide awareness initiative called Pull Your Finger Out, reaching several hundreds of thousands of people;
- Updating and expanding the range of information materials, with 9 new or updated advice guides and booklets produced, including a new expanded Early Prostate Cancer Explained Guide; and the distribution of over 25,800 information guides and booklets;
- Developing and increasing distribution outlets of materials, including the number of hospitals stocking prostate disease information materials;
- Extending and developing information on the website and via an app/portal on prostate disease and its treatments;

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

- The charity handled several hundred written, telephone, email and face to face information and advice requests in 2019 about prostate disease and cancer and its treatments from the public
- Extending the reach of awareness events and toolbox workshops across Scotland;
- New publications published including: Watchful Waiting, and new editions of the Prostate Biopsy, Active Surveillance and TURP/GLL/HoLEP and Minimal Access Surgery and on the PSA test.

The trustees would like to thank the advisory group that supports the Information and Advice Project (PAGES). This includes patients, former patients, clinical nurse specialists and clinicians from across Scotland. It is chaired by trustee Prof. Alan McNeill. Membership included trustee Mr Ben Thomas-Consultant Urologist Borders General and Western General Hospital, Mr Graham Hollins - Consultant Urologist Ayr Hospital, Scott Little -Clinical Nurse Specialist Western General Hospital, Mr Brian Corr - Urology Clinical Nurse Specialist Raigmore Hospital, Peter Phillips, Dr Rob Lester, Dr Andrew Dunlop, Alan Dickinson, Ashleigh Ward of the University of Stirling, Adam Gaines the charity's director, and Mae Bell the charity's Information and Advice Manager. The trustees would like to thank Mae Bell, for her commitment in taking forward the Information and Advice project. Thanks are also due to Mr David Douglas- Consultant Urologist at Aberdeen, Dr Nick MacLeod Consultant Clinical Oncologist at the Beatson, Mr Petros Tsafrakidis Consultant Urologist Fife, and Prof. David Milner.

Awareness Initiative

A significant programme of awareness raising work during the period focussing on encouraging early diagnosis was taken forward. This included:

- Our Workplace Initiative, designed to reach men and their partners via information through the work place. 'Over 50 Toolbox Workshops' were delivered to companies and organisations across Scotland from Aberdeen to Dumfries. Thanks are due to Derek Brown and Alan Dickinson for their support with this. Organisations we partnered with included Arla, Morrison Construction, Kier, Passport Office, Cala Homes, Shell, BP, Balfour Beattie, Citibank, SPIE, Chubb Security, Highland Spring, Wood Mackenzie and Leiths. Significant positive feedback from attendees and companies about the talks has been received.
- An awareness speaking tour was arranged by the Grand Lodge of Scotland, in association with the Provincial Grand Lodges of Edinburgh, Glasgow and Ayrshire in aid of the charity. This included a guest lecture by Moises Gomez, and a presentation about prostate cancer and disease given by a consultant urological surgeon, at each event. In addition talks and displays were given to Provincial Grand Lodges, daughter Lodges and Rotary clubs across Scotland.
- Exhibiting and speaking at a number of events during the year including the Scottish Urological Society, the British Association of Urological Surgeons, Safety and Health

2. Development of research into further improvements of services and treatments for prostate diseases in Scotland

The key target for the period in relation to this aim was to complete research into the perspectives of men with prostate cancer and their future needs for services and treatments.

The Project,(established in 2017), was aimed at examining ways to improve access to treatments, further encouraging early diagnosis of prostate cancer, and the treatment and services implications of the 35% rise in the incidence of prostate cancer forecast over the next ten years. A Scotland-wide survey of men's experiences of prostate cancer was undertaken. The findings were combined with the perspectives gained from an earlier series of focus groups of men with prostate cancer which took place across Scotland. A report on the findings of the survey and focus groups is due to be published in 2020. Results of the research were used to help inform the development of the COMPASS project a new support service for men with prostate cancer and disease, following a successful funding award.

PROSTATE SCOTLAND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

The trustees would like to thank all the men who have given their time to explain their experiences of living with prostate cancer as well as to the Edinburgh and Lothian, the Borders, the Glasgow, Dundee and Perth, Fife, Aberdeen Prostate Cancer Support Groups as well as the Hebridean Men's Cancer Support group for their assistance in arranging meetings and to the Maggie's Centres for providing venues for the groups. Special thanks are also due to the Grand Lodge of Scotland and an anonymous donor for their support of the project, as well as several other donors to the charity's research work.

3. Set up a new fellowship/training award scheme to support the training of surgeons in Scotland in robot assisted prostate cancer surgery;

Following the successful completion of the Blue Horizon Robot Appeal during the previous period a fund for training in and information about robot assisted prostate surgery was established with the remaining funds from the Appeal. The administration of the application process for the awards is being taken forward on PS' behalf by The Urology Foundation, and supported by a team of reviewers from the Urology Foundation's Scientific and Education Committee and two reviewers appointed by PS. During the year, fellowships were awarded to two surgeons. It is anticipated that their training will be completed in 2020. The trustees would like to thank the reviewers for their support in assessing the applications.

4. Enabling men with prostate disease in Scotland to have appropriate, up-to-date, personalised treatment and support services through the development of policy awareness and inclusion of prostate issues in national health/ public policy; and becoming a key voice of prostate patients' needs

In order to progress this priority, the results and information from the PS patient research project was utilised to produce a successful application for funds from a charitable trust for a new support service for men with prostate cancer and disease across Scotland. The new service, called COMPASS – (Comprehensive Prostate Scotland Support and Wellbeing Service) will be launched in 2020. The trustees would like to place on record their sincere appreciation to the charitable trust, which wishes to remain anonymous, for their generosity in supporting and enabling this vital initiative, for men with prostate cancer and their families.

PS's views on a number of developments in regard to prostate cancer and disease were sought during the year. This included requests for comment and interviews with several national and local newspapers and radio stations. We would like to thank all the volunteers and supporters who provided interviews and comments.

Submissions were made by the charity to the Scottish Medicines Consortium (SMC) with respect to Enzalutamide (a medicine for high risk non metastatic hormone resistant prostate cancer), and Abiraterone (for high risk hormone sensitive metastatic prostate cancer) that they should be available via the NHS in Scotland. Abiraterone (but not Enzalutamide) was subsequently approved.

PS is a member of the Scottish Cancer Coalition (SCC) whose purpose is to exchange of information and cooperate on issues affecting cancer in Scotland. As part of the group, we have engaged in a variety of issues including awareness, early diagnosis of cancer, access to cancer medicines and supporting people living with cancer. The charity's director, Adam Gaines represented SCC on the Scottish Government's Cancer Taskforce Programme Board on Transforming Cancer Care After-Treatment Programme which was taken forward in association with Macmillan Cancer Support.

PS has worked with key prostate disease organisations including Prostate Cancer UK, the Edinburgh and Lothians Prostate Cancer Support Group, the Borders Prostate Cancer Support Group and UCAN in Aberdeen and the Dumfries and Galloway Prostate Buddies over the year to advance prostate related activity. The charity also attended meetings of the Scottish Parliament Cross Party Group on Cancer and the Scotland against Cancer Conference.

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FOR THE YEAR ENDED 31 DECEMBER 2019

5. Develop and take forward a new awareness and fundraising initiative to encourage greater early diagnosis

In October 2018 PS launched a new awareness initiative called Pull Your Finger Out, an initiative- with the aimed at increasing awareness of prostate cancer and disease, its signs and symptoms and of treatments. The second stage of this initiative was taken forward in 2019. The initiative included the development of a range of awareness materials, utilising a range of targeted media. The first phase of the campaign initiative had included the development of special campaign videos and a series of articles in the Daily Record and its regional titles in Scotland following a partnership with the Daily Record and its regional titles in Scotland. The second phase in 2019 included the development of the charity's first ever TV advertisement which was shown on STV, as well as two new radio advertisements which appeared on RockSport Radio, MFR 2, Tay AM and Northsound 2, The TV advertisements reached over 1.5m people and the radio advertisements over 360,000 people. The advertisements were backed up by special washroom panels with pull off messages about symptoms which were placed in washrooms in sports, social clubs and pubs across the central belt. Some 230,000 people were also reached via Facebook, with an engagement rate of 5%.

PS have had positive reports of people seeing the information and several instances of people recognising signs and symptoms and then seeking medical advice. The impact of the initiative was such that visits to the charity's website for information rose by 91%, and the number of visitors to the help and support sections of the website increased by 468% compared with the same period a year before. Over 80 percent of the visitors to the website were new. The trustees would like to thank Iain Annand, Gerry Gallacher, Sarah Jane Whalen, Andrew Edgar, Andy Murray, Denise Fraser, Craig Robertson, Charlie Hogg, Stephen Bird, Ross Aitken, Laureen Schmitz, Katrina Tweedie, Heather Suttie, James Kininmonth, Carol McCall, Craig Conley, Billy Mathieson, Ann Rae, Prof Alan McNeill, Richard Kelly at MediaSpark, the team at Union Advertising, Carol Pyper Rafferty, Ewan Stewart, Mallinson Television Productions and STV for their support of the initiative. The trustees would also like to thank the individual donors, companies, organisations, clinicians and volunteers who have supported the charity's information and awareness work over the past year. Two key partners have enabled the charity to extend its reach further across Scotland - The Grand Lodge of Scotland and its Provincial and daughter lodges, and Rotary Great Britain and Ireland and Rotary clubs across Scotland.

6. Widen Prostate Scotland's reach and support across Scotland and develop the organisational resource base and capacity to support its key work and objectives **Fundraising activities**

Significant progress was made in widening Prostate Scotland's support across Scotland during the period. Total funds raised during the year were £840,528 (2018 £276,015). Donations, grants, legacies and Gift Aid made up £826,615 (2018 £253,513). Grant and support from charitable trusts and foundations was £512,980. Expenditure of £57,191 was incurred on fundraising activities during the period. Donations and grants account for the largest elements of the charity's income- just above 98%. Significant steps and activities were taken forward during the period for communication and engagement with supporters of the charity. We would like to acknowledge and thank all the charity's donors and supporters who enable its work and activities.

The trustees would also like to place on record their sincere gratitude and thanks to the charitable trust, which wishes to remain anonymous, in supporting the COMPASS initiative, and enabling a vital, much needed and useful initiative for men with prostate cancer and their families to be taken forward.

The trustees very much appreciate the partnership and support of the Grand Lodge of Scotland. This support included donations of over £48,000 which has been used for information and awareness work. A further £16,000 was received following the awareness speaking tour with Moises Gomez. These donations took the total raised by the Scottish freemasonry in aid of PS's work over the past seven years to over half a million pounds, which the trustees would like to record gratitude and thanks for. The support of the freemasons has enabled the charity to reach many thousands more men. We learned of several instances of men receiving prostate information via this partnership resulting in men seeking checks, being diagnosed and receiving treatment.

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FOR THE YEAR ENDED 31 DECEMBER 2019

The charity was pleased to have again been a nominated charity for the Rotary Ride for Prostate Cancer. Over 12 Rotary Rides took place in Scotland. We would like to record thanks to all those involved for raising awareness of prostate cancer as well as vital funds. Thanks are also due to Keith Hopkins MBE and Rebecca Warner from Rotary GB and Ireland for their coordination of the Rotary Ride.

PS was very pleased to be one of the 5 nominated charities for the 11th edition of the BP Coast to Coast Cycle Ride from Arran to Aberdeen, The cycle ride involving 75 employees from BP raised £37,000 in aid of PS. We would like to thank all the cyclists for this very valuable support.

The charity was very grateful to receive donations from trusts and foundations during the period including from the John M. Archer Trust, BP Foundation/Charities Aid Foundation, the Pettigrew Trust, the Bank of Scotland Foundation, and the William Grant Foundation, and several anonymous donations. In addition, the charity received donations from the Comrie Cancer Care Research Club, the Edinburgh and Lothians Prostate Cancer Support Group and Morrison's Construction following Workshop Toolbox presentations.

A number of fundraising events and initiatives were held during the year including by:
James Thomson and Prestonfield House Hotel held a Burns Supper in aid of the charity raising £11,322. Thanks are due to James Thomson, Alan McGuiggan and the team at Prestonfield, the Chairman and speakers on the evening: Grant Stott, Willie Hunter, Cameron Goodhall, Anna Morris and John McLarnon.

The charity is also very grateful to Heather and Tam O'Neill who undertook a series of awareness and fundraising events in aid of the charity raising £13,000.

The breadth of fundraising activities in both a geographical and type was extensive. Individual, group donations, sponsored events and fundraising events have been a vital support to Prostate Scotland. The trustees thank all for their donations and including from:

- Lucy McAneny who organised the eighth Big Quiz in Galashiels raising over £3,200
- Westerton Male Voice Choir who held a number of fundraising and awareness events raising over £4,200-bringing their total raised over the two year partnership to over £15,000
- Garry Hunter of Kinross Trout Fishery who raised over £3,000 from a fishing competition
- Gullane Golf Club who raised over £4,300 from their Annual Senior Tournament
- Thornhill Young Farmers who raised over £1,400 from a 24 hour static bike ride
- Bob Stark Memorial Fund run, raising over £1,700
- The 50 runners, including teams from the Western General Hospital, Heriot Watt University and NHS Fife, who took part in the Edinburgh Marathon Festival raising over £10,000
- Craig Robertson and team who walked the West Highland Way raising over £2,500
- The Rolling Hills Chorus who raised both awareness and funds from concerts
- Lewis Davies who raised over £1,400 from walking the Camino de Santiago Pilgrims way
- Cawder Golf Club who raised nearly £3,500
- James Kininmonth of Meikleriggs Bowling Club who organised a Sportsman's Dinner in Paisley raising over £3,300
- Jane Hunter who raised over £2,000 from a trio of triathlons
- Lesmahagow Ladies Bowling Club who donated £1,000
- Leiths who raised over £2,700
- A nine strong team of Brendan's Braves from Transerve Scotland who raised £5,400 from a Tough Mudder event
- Sharon McFarlane with support from the Paterson Family who raised over £1,300 from promoting a calendar in aid of PS
- Chris Igoe and Lodge Newbattle St Marys' who raised over £3,000 from a golf day
- Craig Conley raised over £1,000 from running and awareness fundraising events
- Derek Cowans who ran six half marathons in the year
- The many kiltwalkers who walked in aid of PS in the Glasgow, Edinburgh, Aberdeen, Dundee and Dumfries Kiltwalks raising over £18,000
- Friends of Scottish Rugby who donated £1,000 towards the charity's work
- Andy Wilson who cycled from Lands' End to John O'Groats on a Brompton raising close to £2,000

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FOR THE YEAR ENDED 31 DECEMBER 2019

The charity received several donations from families and friends of loved ones who had passed away and who had made donations in memory of those they had lost. The trustees would like to express condolences and acknowledge these generous donations.

Financial review

The results for the year are set out in the statement of financial activities. A surplus of £557,502 was recorded, which was principally due to restricted donations received towards the three year support services project (COMPASS) and also some donations towards the end of the year. Total funds raised during the year were £840,528 (2018 £276,015). This was significantly higher than the previous year period. Donations, grants, legacies and Gift Aid made up £826,615 (2018 £253,513). Total funds at 31st December 2019 were £1,062,649 (2018 £505,147).

Voluntary income in the form of donations, grants and legacies make up the largest element of the charity's income (nearly 98%).

Expenditure for the year was £284,769 (2018 £273,574). There was an increase in expenditure on information and research compared with the previous year. During the year there was also increased expenditure on fundraising, reflecting the increase in donations. Expenditure of £57,191 was incurred on fundraising activities.

Investments

The charity holds investments in equities. Its policy is to maximise return with a cautious approach to risk. In view of the charity's role and objectives, the charity takes ethical considerations into account in its investment policy, avoiding investing in funds associated with the production and distribution of tobacco and alcohol. The investment portfolio saw a small increase by the year end of £1,743 however at the date of approval of the financial statements the investment value had fallen by £3,321 to £146,679.

Reserves Policy

The trustees have endeavoured to build up sufficient reserves to support the ongoing activities of the charity, and like many other charitable bodies, maintains free unrestricted funds equal to 9 months of total expenditure. The funds for the COMPASS project are restricted. The trustees will continue to designate certain funds for key projects to assist in fulfilling key objectives. This includes the designation of £105,828 towards the robotic assisted training fund, £39,000 towards information and advice provision, £43,000 towards research work, £14,000 towards the prostate app development fund and £40,000 towards prostate awareness activity.

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FOR THE YEAR ENDED 31 DECEMBER 2019

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have identified and reviewed its' major risks and are satisfied that systems are in place to mitigate exposure to those risks. The principal risks and uncertainties to which the charity is exposed are:

- The economic and health environment could put pressure on voluntary charitable donations. The charity benefits strongly from voluntary donations and has seen a rise in the number and amount of these nearly every year since the charity's inception. In order to mitigate against this risk, the trustees have scrutinised the budget carefully in order to ensure that projections of income are prudent, as well as having developed plans to diversify and grow income and sustain voluntary donations;

Demand for the charity's services could begin to exceed resource capacity. Demand for materials from the charity is rising. However, much of this growth has been anticipated as part of plans to increase awareness and support services and measures to increase the amount of materials and support services have been put in place including a recent increase in staff resourcing.

- Covid -19 is likely to have impacts on Prostate Scotland's income as the lockdown and social distancing measures have led to a postponement of significant fundraising events that are one of the main fundraising channels/streams for the charity. The likely key impact in the short term is to reduce the charity's income from donations. A programme of reducing expenditure has been put in place, and a programme of new fundraising is also being taken forward.
- Covid 19 has also impacted on the charity's workplan, as many men with prostate disease and cancer are more at risk of severe symptoms from Covid-19 and there can also be implications for the delivery of some prostate cancer treatments. In view of this the charity has developed and is taking forward a programme of information and support about Covid -19 for men with prostate cancer and their families across Scotland, including looking to develop a number of remote support and information services.
- The Covid-19 pandemic may have an impact on the economy and therefore may have an impact on people's ability to give/donate. The charity is taking forward a number of key actions and plans to communicate with and further involve supporters in the charity's work and to develop a new virtual and at home based supporter and fundraising programme.

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FOR THE YEAR ENDED 31 DECEMBER 2019

Future Plans

The charity's Trustee Board discussed its mission, vision and forward work at its meeting in November 2019 and was satisfied that the mission and vision are still appropriate and relevant. Key objectives for the charity going forward are:

- Continued promotion of awareness and information on prostatic diseases and early detection;
- Further development of policy awareness and inclusion of prostate issues in national health/public policy;
- Development of the charity's work and services to support men with prostate cancer and disease and their families
- Development of emphasis on/availability of treatment and also research into prostatic disease in Scotland
- Extending the charity's reach and development across Scotland;
- Developing the organisational resource base and capacity to take forward the charity's work and objectives

The Board reviewed progress and activity and has prioritised the following for 2020:

- Developing and increasing distribution outlets for Information and Advice materials to men and health professionals and developing the range and format of materials;
- Establishing support services for men with prostate cancer through the development of the forthcoming COMPASS project
- Continuing the Workplace Initiative and Toolbox Talks;
- Developing the fundraising base;
- Taking further targeted awareness action about prostate disease;
- The widening and progressing of the training fund for robotic surgery in Scotland

The trustees recognise that raising income remains a key task, and that the further development of voluntary/ individual giving remains a priority as well as further diversification of income. With respect to 2019 income, 6.8% went on fundraising - equivalent to 20% of expenditure. In regard to expenditure in the year 5.9% of total income was spent on support and governance costs, representing 17% of total expenditure. The trustees will aim to ensure that expenditure on administration continues to be low maintaining cost effectiveness.

Key areas of expenditure in the coming year are expected to be:

- The development of a programme of work to provide support for men with prostate cancer and disease in Scotland
- The continuation of the awareness campaign; and progressing awareness to improve public understanding of prostatic disease
- Taking forward further research into services and treatment provision for prostate disease across Scotland;
- Scotland-wide Advice and Information work, particularly developing additional materials, and the Workplace Initiative;
- New IT support and supporter relations software including the purchase a new database

Structure, governance and management

The charity is controlled by its governing document, the Memorandum and Articles of Association, and is a company, limited by guarantee, as defined in the Companies Act 1985. The organisation is a registered Scottish charity under the Charities and Trustee Investment (Scotland) Act 2005. The Board of trustees meets quarterly and receives reports on income and expenditure, as well as the charity's administration and management. The Trustees set and approve the charity's strategy and key policies. Day to day operations, management and administration of the charity are delegated by the trustees to the charity's director Adam Gaines, who is a full time employee and who makes regular reports to the Board. Sir Tom Farmer CBE CVO KCSG DL was appointed as the charity's Patron in July 2009.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr I Conn

Dr A Gregor

Ms J Greig

Ms M Hallam

Mr A McLaren

(Resigned 5 February 2019)

Prof. S McNeill

Mr J Thomson

Mr R Wilson

Ms M McNeill

Mr B Thomas

Trustees when appointed are given an induction pack about the charity and its strategy, work and policies as well as opportunities to meet with the Chairman and the Director prior to appointment and to be briefed about the charity's work on appointment and to meet key staff.

The charity is directed, controlled, managed and operated by the board of trustees, who are the statutory company directors, and the managing director, who comprise the charity's key management personnel. All board members give their time freely and no remuneration was awarded to any board member in the period. Remuneration of the charity's staff management is determined by the board. This is reviewed by the board annually against key benchmarks, and is subject to an annual performance appraisal system. There are no employees who receive employee benefits of more than £60,000 per annum.

Related Party Transactions

In January 2019 Prestonfield House Hotel held a Burns Supper in aid of Prostate Scotland, a company of which James Thomson is a trustee. Prostate Scotland took a table at the event for key supporters of the charity for a fee of £500 (2018-£500). During the year unconditional donations and fundraising auction receipts of £2,280 were received from trustees or companies that they are a director of.

Going Concern

The charity has cash resources and has no requirement for external borrowings. The charity's financial performance is continually monitored through management accounts and budgets and projections are prepared to provide assurance as to its financial well-being going forward. At the time of approving the report and financial statements the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for at least a period of 12 months. The trustees are aware of the potential impact on the charity of the Coronavirus. It is at an early stage and therefore it is not possible to assess the potential impact. The trustees are actively taking all steps to mitigate any impact the virus may have on the charity. Thus the trustees continue to adopt the going concern basis of accounting in preparing financial statements.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Statement of trustees' responsibilities

The trustees, who are also the directors of Prostate Scotland for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditor

Thomson Cooper were appointed as auditor to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report, including the strategic report, was approved by the Board of Trustees.



Ms M Hallam

Trustee

Dated: 21 May 2020

PROSTATE SCOTLAND

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF PROSTATE SCOTLAND

Opinion

We have audited the financial statements of Prostate Scotland (the 'charity') for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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 December 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

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 charity 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity'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 trustees are responsible for the other information. The other information comprises the information included in the annual 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 we do not express any form of assurance conclusion thereon.

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.

PROSTATE SCOTLAND

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF PROSTATE SCOTLAND

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company 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 trustees are responsible for assessing the charity'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 trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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 report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

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

Other matters

The financial statements of the Charity for the year ended 31 December 2018 were unaudited.

PROSTATE SCOTLAND

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF PROSTATE SCOTLAND

Use of our report

This report is made solely to the charity'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 charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Sharon Collins (Senior Statutory Auditor)
for and on behalf of Thomson Cooper, Statutory Auditors
Edinburgh

Date: 22 May 2020

PROSTATE SCOTLAND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2019

Current financial year

	Notes	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Income from:					
Donations and legacies	2	326,615	500,000	826,615	253,513
Charitable activities	3	11,322	-	11,322	22,154
Investments	4	2,591	-	2,591	348
Total income		340,528	500,000	840,528	276,015
Expenditure on:					
Raising funds	5	57,191	-	57,191	47,031
Charitable activities	6	224,470	3,108	227,578	226,543
Total resources expended		281,661	3,108	284,769	273,574
Net gains/(losses) on investments	11	1,743	-	1,743	-
Net movement in funds		60,610	496,892	557,502	2,441
Fund balances at 1 January 2019		497,569	7,578	505,147	502,706
Fund balances at 31 December 2019		558,179	504,470	1,062,649	505,147

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

PROSTATE SCOTLAND

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2019

Prior financial year

	Notes	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
<u>Income from:</u>				
Donations and legacies	2	252,590	923	253,513
Charitable activities	3	22,154	-	22,154
Investments	4	348	-	348
Total income		275,092	923	276,015
<u>Expenditure on:</u>				
Raising funds	5	47,031	-	47,031
Charitable activities	6	226,543	-	226,543
Total resources expended		273,574	-	273,574
Net gains/(losses) on investments	11	-	-	-
Net movement in funds		1,518	923	2,441
Fund balances at 1 January 2018		496,051	6,655	502,706
Fund balances at 31 December 2018		497,569	7,578	505,147

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

PROSTATE SCOTLAND

BALANCE SHEET

AS AT 31 DECEMBER 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Intangible assets	13		10,300		14,878
Tangible assets	14		1,904		2,381
Investments	15		151,743		-
			<u>163,947</u>		<u>17,259</u>
Current assets					
Debtors	16	9,086		10,716	
Cash at bank and in hand		900,173		482,910	
		<u>909,259</u>		<u>493,626</u>	
Creditors: amounts falling due within one year	17	(10,557)		(5,738)	
Net current assets			898,702		487,888
Total assets less current liabilities			<u>1,062,649</u>		<u>505,147</u>
Income funds					
Restricted funds	19		504,470		7,578
Unrestricted funds		558,179		497,569	
		<u>558,179</u>		<u>497,569</u>	
			<u>1,062,649</u>		<u>505,147</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2019, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on 21 May 2020



Ms M Hallam
Trustee

Company Registration No. SC306268

PROSTATE SCOTLAND

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	24		565,944		(7,376)
Investing activities					
Purchase of tangible fixed assets		(1,272)		(681)	
Purchase of investments		(150,000)		-	
Interest received		2,591		348	
Net cash used in investing activities			(148,681)		(333)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			417,263		(7,709)
Cash and cash equivalents at beginning of year			482,910		490,619
Cash and cash equivalents at end of year			<u>900,173</u>		<u>482,910</u>

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Charity information

Prostate Scotland is a private company limited by guarantee incorporated in Scotland. The registered office is Princes Exchange, 1 Earl Grey Street, Edinburgh, EH3 9EE.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for a period of not less than 12 months. The trustees are aware of the potential impact on the charity of Coronavirus. The period of the UK lockdown is as yet unknown but the trustees have reviewed their budgets and cashflow based on a significant drop off from donations for a nine month period followed by a subsequent estimated 25% reduction in donations for the following financial year. Should this occur the trustees are satisfied that the charity has sufficient cash reserve to cover any shortfall of income over at least the next twelve months. This is based on expectations that fund raising events will be limited in the short to medium term and that in general donations to charities will fall due to the financial pressures on both businesses and individuals as a result of Coronavirus. The trustees consider that taking these factors into account the charity has sufficient reserves to ensure short term liquidity and longer term financial viability. As such the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay expenditure. All costs have been directly attributed to one of the functional categories or resources expenses in the SOFA.

Resources expended are included in the SOFA on an accruals basis, inclusive of any VAT which can not be recovered. Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

Certain other costs, which are attributable to more than one activity, are apportioned across categories on the basis of an estimate of the proportion of time spent by staff on those activities.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website	20% straight line p.a.
---------	------------------------

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	33.3% straight line p.a.
Computers	33.3% straight line p.a.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.9 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2019	2019	2019	2018	2018	2018
	£	£	£	£	£	£
Donations and gifts	326,615	500,000	826,615	242,590	923	243,513
Legacies receivable	-	-	-	10,000	-	10,000
	<u>326,615</u>	<u>500,000</u>	<u>826,615</u>	<u>252,590</u>	<u>923</u>	<u>253,513</u>

3 Charitable activities

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Burns Supper	11,322	22,154
	<u>11,322</u>	<u>22,154</u>

4 Investments

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Interest receivable	2,591	348
	<u>2,591</u>	<u>348</u>

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	57,191	47,031
	<u>57,191</u>	<u>47,031</u>

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

6 Charitable activities

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Depreciation and impairment	6,324	-	6,324	7,046
Rent	17,844	137	17,981	16,701
Heat & light & phones	2,874	-	2,874	2,452
Advertising (Awareness)	41,909	2,340	44,249	49,107
Printing & stationery	8,720	76	8,796	8,076
Maintenance	6,460	33	6,493	4,598
Travel & subsistence	4,111	247	4,358	4,684
Subscriptions	585	-	585	895
Sundry	4,609	-	4,609	7,416
Employee costs	70,666	275	70,941	77,376
	<u>164,102</u>	<u>3,108</u>	<u>167,210</u>	<u>178,351</u>
Grant funding of activities (see note 7)	11,175	-	11,175	-
Share of support costs (see note 8)	41,362	-	41,362	34,845
Share of governance costs (see note 8)	7,831	-	7,831	13,347
	<u>224,470</u>	<u>3,108</u>	<u>227,578</u>	<u>226,543</u>

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

6 Charitable activities

(Continued)

For the year ended 31 December 2018

	Unrestricted funds £	Restricted funds £	Total 2018 £
Depreciation and impairment	7,046	-	7,046
Rent	16,701	-	16,701
Heat & light & phones	2,452	-	2,452
Advertising (Awareness)	49,107	-	49,107
Printing & stationery	8,076	-	8,076
Maintenance	4,598	-	4,598
Travel & subsistence	4,684	-	4,684
Subscriptions	895	-	895
Sundry	7,416	-	7,416
Employee costs	77,376	-	77,376
	<u>178,351</u>	<u>-</u>	<u>178,351</u>
Share of support costs (see note 8)	34,845	-	34,845
Share of governance costs (see note 8)	13,347	-	13,347
	<u>226,543</u>	<u>-</u>	<u>226,543</u>

7 Grants payable

	Unrestricted funds 2019 £	Unrestricted funds 2018 £
Grants to individuals	11,175	-
	<u>11,175</u>	<u>-</u>

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

8 Support costs

	Support costs £	Governance costs £	2019 £	Basis of allocation
Staff costs	41,362	-	41,362	Allocated on time
Accountancy	-	6,134	6,134	Governance
Legal and professional	-	1,697	1,697	Governance
	<u>41,362</u>	<u>7,831</u>	<u>49,193</u>	
Analysed between Charitable activities	<u>41,362</u>	<u>7,831</u>	<u>49,193</u>	

For the year ended 31 December 2018

	Support costs £	Governance costs £	2018 £	Basis of allocation
Staff costs	34,845	-	34,845	Allocated on time
Accountancy	-	2,823	2,823	Governance
Legal and professional	-	10,524	10,524	Governance
	<u>34,845</u>	<u>13,347</u>	<u>48,192</u>	
Analysed between Charitable activities	<u>34,845</u>	<u>13,347</u>	<u>48,192</u>	

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
	6	6
	<u>6</u>	<u>6</u>
Employment costs	2019	2018
	£	£
Wages and salaries	130,226	149,529
Social security costs	8,781	11,478
Other pension costs	2,221	881
	<u>141,228</u>	<u>161,888</u>
	<u>141,228</u>	<u>161,888</u>

The trustees and the managing director are the key management personnel of the charity. All board members give their time freely and no remuneration was awarded to any board member in the year. The total employment benefits received by the management of the charity, including pension contributions, for the year were £48,837 (2018 - £46,023). No employees receive annual emoluments over £60,000.

11 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2019 £	2018 £
Revaluation of investments	1,743	-
	<u>1,743</u>	<u>-</u>

12 Corporation Tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

13 Intangible fixed assets

	Website £
Cost	
At 1 January 2019 and 31 December 2019	87,752
Amortisation and impairment	
At 1 January 2019	72,874
Amortisation charged for the year	4,578
At 31 December 2019	77,452
Carrying amount	
At 31 December 2019	10,300
At 31 December 2018	14,878

14 Tangible fixed assets

	Fixtures, fittings & equipment £	Computers £	Total £
Cost			
At 1 January 2019	10,775	7,070	17,845
Additions	249	1,023	1,272
At 31 December 2019	11,024	8,093	19,117
Depreciation and impairment			
At 1 January 2019	9,602	5,865	15,467
Depreciation charged in the year	942	804	1,746
At 31 December 2019	10,544	6,669	17,213
Carrying amount			
At 31 December 2019	480	1,424	1,904
At 31 December 2018	1,174	1,207	2,381

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

15 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2019	-
Additions	150,000
Valuation changes	1,743
At 31 December 2019	<u>151,743</u>
Carrying amount	
At 31 December 2019	<u>151,743</u>
At 31 December 2018	<u>-</u>

During the year the charity invested funds into a Sustainable Future Defensive Managed Investment Fund. At the date of signing the accounts the market value of the fund amounted to £146,679.

16 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Trade debtors	2,400	2,700
Other debtors	1,340	2,200
Prepayments and accrued income	5,346	5,816
	<u>9,086</u>	<u>10,716</u>

17 Creditors: amounts falling due within one year

	2019 £	2018 £
Other taxation and social security	10	-
Trade creditors	1,958	1,812
Other creditors	267	227
Accruals and deferred income	8,322	3,699
	<u>10,557</u>	<u>5,738</u>

18 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds		
	Balance at 1 January 2018	Incoming resources	Balance at 1 January 2019	Incoming resources	Resources expended	Balance at 31 December 2019
	£	£	£	£	£	£
Robot Appeal	6,655	-	6,655	-	-	6,655
Healthy Living & Exercise	-	923	923	-	-	923
COMPASS	-	-	-	500,000	(3,108)	496,892
	<u>6,655</u>	<u>923</u>	<u>7,578</u>	<u>500,000</u>	<u>(3,108)</u>	<u>504,470</u>

Robot Appeal Fund

Donations received for training and information in robotic assisted prostate surgery.

Healthy Living & Exercise Fund

Donations received for providing information specific to healthy living tips.

COMPASS

Grant funding received for new service COMPASS (Comprehensive Prostate Scotland Support and well-being Service) to provide support and information to men with prostate cancer and disease and their families across Scotland.

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds					Balance at 31 December 2019 £
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Transfers £	Revaluations, gains and losses £	
General Fund	255,741	340,528	(134,468)	(147,193)	1,743	316,351
Designated Information and Advice Fund	39,000	-	(63,852)	63,852	-	39,000
Designated Prostate Disease Services and Research Fund	43,000	-	(20,789)	20,789	-	43,000
Designated Prostate Awareness Fund	40,000	-	(46,784)	46,784	-	40,000
Designated Robotic Surgery Appeal Fund	105,828	-	(15,768)	15,768	-	105,828
Designated Prostate App Development Fund	14,000	-	-	-	-	14,000
	<u>497,569</u>	<u>340,528</u>	<u>(281,661)</u>	<u>-</u>	<u>1,743</u>	<u>558,179</u>

For the year ended 31 December 2018

	Movement in funds					Balance at 31 December 2018 £
	Balance at 1 January 2018 £	Incoming resources £	Resources expended £	Transfers £	Revaluations, gains and losses £	
General Fund	254,224	275,092	(112,915)	(160,660)	-	255,741
Designated Information and Advice Fund	39,000	762	(57,960)	57,960	-	39,000
Designated Prostate Disease Services and Research Fund	42,999	-	(31,110)	31,111	-	43,000
Designated Prostate Awareness Fund	40,000	-	(68,428)	68,428	-	40,000
Designated Robotic Surgery Appeal Fund	105,828	-	-	-	-	105,828
Designated Prostate App Development Fund	14,000	-	(3,161)	3,161	-	14,000
	<u>496,051</u>	<u>275,854</u>	<u>(273,574)</u>	<u>-</u>	<u>-</u>	<u>497,569</u>

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

21 Analysis of net assets between funds

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2019 are represented by:			
Intangible fixed assets	10,300	-	10,300
Tangible assets	1,904	-	1,904
Investments	151,743	-	151,743
Current assets/(liabilities)	394,232	504,470	898,702
	<u>558,179</u>	<u>504,470</u>	<u>1,062,649</u>

For the year ended 31 December 2018

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
Fund balances at 31 December 2018 are represented by:			
Intangible fixed assets	14,878	-	14,878
Tangible assets	2,381	-	2,381
Current assets/(liabilities)	480,310	7,578	487,888
	<u>497,569</u>	<u>7,578</u>	<u>505,147</u>

22 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2019 £	2018 £
Within one year	11,700	7,000
Between two and five years	19,013	-
	<u>30,713</u>	<u>7,000</u>

23 Related party transactions

During the year the charity entered into the following transactions with related parties:

PROSTATE SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

23 Related party transactions

(Continued)

In January 2019 Prestonfield House Hotel Limited held a Burns Supper in aid of Prostate Scotland, a company of which James Thomson, trustee, is a director. Prostate Scotland took a table at the event for key supporters of the charity for a fee of £500 (2018 £500).

During the year unconditional donations and fundraising auction receipts of £2,280 were received from trustees, or companies that they are a director of.

24 Cash generated from operations	2019 £	2018 £
Surplus for the year	557,502	2,441
Adjustments for:		
Investment income recognised in statement of financial activities	(2,591)	(348)
Fair value gains and losses on investments	(1,743)	-
Depreciation and impairment of tangible fixed assets	6,324	7,046
Movements in working capital:		
Decrease/(increase) in debtors	1,633	(4,025)
Increase/(decrease) in creditors	4,819	(12,490)
Cash generated from/(absorbed by) operations	565,944	(7,376)
25 Analysis of changes in net funds		
The charity had no debt during the year.		

