

**Charity Registration No. SC037494 (Scotland)**

**Company Registration No. SC306268 (Scotland)**

**PROSTATE SCOTLAND**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

# PROSTATE SCOTLAND

## LEGAL AND ADMINISTRATIVE INFORMATION

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

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# PROSTATE SCOTLAND

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# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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The trustees present their annual report and financial statements for the year ended 31 December 2021.

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) (effective 1 January 2019)".

#### 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 provision of funding to purchase and maintain surgical equipment for the treatment of prostate disease.

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;
- Become a leading charity of choice across Scotland for anyone affected by prostate disease and a key voice for patients in Scotland.

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;
- Continued development of a 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 robot assisted prostate cancer surgery;
- The development of the COMPASS project which includes a range of services to help men navigate living with prostate cancer;
- 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.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### Achievements and performance

Achievements and performance

Key priorities for the year have been to:

- Increase the amount of (and relevancy/appropriateness of) information and awareness of prostatic disease treatments;
- Take forward and develop the fellowship/training award scheme to support the training in Scotland of surgeons and surgical teams 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
- Take forward awareness and fundraising activities to encourage earlier diagnosis;
- Develop and progress the COMPASS project to help support men with prostate cancer and their families and to help them navigate living with prostate cancer
- Widen Prostate Scotland's reach and support across Scotland and develop the organisational resource base and capacity to support its key work and objectives

Significant progress during the year was made towards achieving these priorities:

- The Covid-19 pandemic continued to have an impact on the charity's work during the year, necessitating changes in the way services were delivered, with continued significant digital/electronic delivery.
- We continued to see a significant number of information publications downloaded from our website during 2021 reflecting an increase since the start of the pandemic, and a concomitant reduction in orders of printed booklets. However, whilst the number of orders from individuals for printed information booklets was lower than before the pandemic, the demand from hospitals across Scotland for booklets to distribute to patients was higher. Our Covid-19 and resources Hub for men with prostate cancer and their families, continued to receive many visits during the year. We would like to thank the Grand Lodge of Scotland for their support during the year.
- Following the establishment in 2020 of several new services to support men with prostate cancer as part of the COMPASS project, 2021 saw an expansion of these services and an increase in demand and take up, including in the number of people using the one-to-one support service in the Highlands and the Lothians in partnership with Maggie's. In addition, a significant number of Living Well with Prostate Cancer Courses were run nationally in partnership with Maggie's Edinburgh, and for the Highlands and Islands with Maggie's Highlands. These services have had very good take up and feedback. The provision of this service was possible as a result of a generous funding award.
- In addition, as part of our COMPASS project an online exercise video for men with prostate cancer was launched in association with the Exercise Clinic – which has proved very popular. Progress was also made in the development of a new 12-week exercise course for men with prostate cancer to meet NICE guidelines – which is due to be piloted in 2022. This is developed in association with the SPFL Trust and Glasgow University
- We undertook a range of awareness activities during the year to encourage early diagnosis and awareness of symptoms. Due to the pandemic, awareness activities were mainly taken forward digitally. We delivered a significant number of awareness and fundraising talks via video, both across Scotland and also to audiences internationally. We would like to thank the Weir Family Foundation and the Grand Lodge of Scotland for their support towards these activities.
- Over 77,000 page views were achieved via the website from over 46,000 visits, a 15% increase on the previous year and the highest annual total to date. Over 82% of the visitors were new. There was a significant increase in the number of people viewing information about prostate cancer and an increase in the number of people viewing the Help and Support pages, potentially reflecting the development of the COMPASS project. In addition, there were high viewing figures for the pages with information about Covid -19 and implications for people with prostate cancer. Notable also was the popularity of the Exercise Video pages.
- Significant progress on the development of an app to assist men living with prostate cancer was made – with the draft app completed during the year and ready for user testing. The app is due to be launched in 2022. Thanks are due to the Francis A. Connolly Trust for their support of this project.
- Many people were reached through partnerships with the Grand Lodge of Scotland and Scottish Freemasonry, as well as through Rotary Clubs.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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

Significant progress was made during the year on taking forward our information work, however progress on the awareness work was affected by the pandemic reducing physical awareness opportunities. In view of this the use of digital and electronic solutions was increased. Work taken forward during the year included:

- We answered several hundred telephone, email and written enquiries about prostate disease, cancer and its treatments. Our Covid-19 and information resources Hub for men with prostate cancer and their families received digital visits during the year.
- We continued to see several thousand information publications downloaded from our website during 2021 reflecting an increase since the start of the pandemic, and a concomitant reduction in orders of printed booklets from individuals. Several thousand publications were made available via hospitals.
- We also saw a significant stream of enquiries about Benign Prostatic Hyperplasia, with many enquiries about treatment availability, as well as about living with a catheter. In view of the importance of the situation the Trustee Board decided to take forward a project on BPH and improving access to surgery for BPH patients in Scotland
- During the year we updated and expanded the range of information materials, with a new edition of the Spotlight on Hormone Therapy, a new edition of the Pelvic Floor exercises booklet focused on prostate surgery, to go alongside the development of two videos by the Urology Physiotherapy Team at the Western General hospital Edinburgh, all available on our website. In addition, new editions of the Spotlight on Guide to Biopsy, and Living with an Indwelling Catheter, and a new edition of the leaflet 'A Start to help you understand prostate cancer' were produced. Thanks to the Grand Lodge of Scotland for their support with this.

The trustees would like to thank the advisory group (PAGES) that supports the charity's information medical and advice work. This includes patients, former patients, clinical nurse specialists and clinicians from across Scotland. It was jointly chaired during the year by trustees Prof. Alan McNeill and Mr Ben Thomas. Membership during the year included: Scott Little-Clinical Nurse Specialist Western General Hospital, Brian Corr - Urology Clinical Nurse Specialist Raigmore Hospital, Dr Andrew Dunlop, Alan Dickinson, Ashleigh Ward previously of the University of Dundee (now NHs Forth Valley), Dr Rob Lester , Mr Petros Tsafarakidis Consultant Urologist Fife, Mr Feras Al Jaafari Consultant Urologist NHS Fife, Mr Daniel Good Consultant Urological Surgeon Western General Hospital Dr David Astill, Adam Gaines PS director, Mae Bell the charity's Information and Advice Manager and Christine Roxburgh the charity's then Service Development Manager . At the end of year Prof McNeill stood down as co-chair of the Group after 12 years but remains a member. Dr Rob Lester and Mr Petros Tsafarakidis also stood down during 2021.

Prostate Scotland wishes to record thanks to them for their years of advice and input to the group. Thanks are also due to Mr David Douglas- Consultant Urologist at Aberdeen Royal Infirmary, Dr Nick MacLeod Consultant Clinical Oncologist at the Beatson, Dr David Dodds, Chief of Medicine at the Beatson, Prof Duncan McLaren at Western General Hospital Edinburgh.

### 2. Taking forward and developing the fellowship/training award scheme to support the training in Scotland of surgeons and surgical teams in robot assisted prostate cancer surgery

It was agreed to expand the scheme to include nurses and first surgical assistants involved with robotic assisted radical prostatectomy in addition to consultants and trainees, however due to the impact of the pandemic the advertising of new fellowships was postponed until 2022.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### **3. and 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**

With the continuation of the pandemic this has been a complex and challenging year. We continued to monitor the situation for men with prostate cancer in Scotland in regard to treatment and the impact of COVID 19 and also its impact on the provision of prostate treatments.

PS is a member of the Scottish Cancer Coalition (SCC) whose purpose is to exchange information and cooperate on issues affecting cancer in Scotland. We have worked closely with other members of the SCC to collectively produce advice as to how and where the public can get information and help about cancer and treatment related issues in light of Covid -19. This work included discussion and liaison by the SCC with the Scottish Government Cancer Policy team, the National Cancer Recovery Group and the National Cancer Treatment Group on the implications of Covid -19 for cancer treatment and the remobilisation measures on cancer treatment. We also took part in a consultation by the Scottish Government on a review of Cancer Governance.

We made a submission to the Scottish Medicines Consortium (SMC) about a new medicine called Olaparib for men with prostate cancer who have the BRCA1/2 gene alteration. The submission included the perspectives of many men with prostate cancer and clinicians on whether it should be made available on the NHS in Scotland. The medicine is the first targeted precision medicine for men with this gene alteration and is a step forward – as men with the BRCA1/2 gene alteration are not only more at risk of prostate cancer, but also of significant disease. We were pleased that the SMC later announced that the drug should be available on the NHS in Scotland, as research had shown that it can lead to a delay in metastatic cancer progression and potentially to an improvement in overall survival, as well as reducing pain progression by comparison to novel hormonal treatments. We and other prostate charities had advocated for its availability.

We also submitted evidence to the SMC on Enzalutamide for hormone sensitive metastatic prostate cancer (mHSPC). Research has shown that treatment with Enzalutamide for men with advanced prostate cancer which is still sensitive to hormone treatment can lead to a delay in metastatic cancer progression and potentially lead to an improvement in overall survival by comparison to standard hormone therapy. We were therefore pleased that in February 2022 the SMC approved its availability on the NHS in Scotland. The significance of the decision is not just because of its likely benefits, but also as Abiraterone which has been available for men with both high and lower risk advanced prostate cancer throughout the pandemic, is only available normally for men with higher risk prostate cancer, and if its availability for lower risk men lapses after the end of the pandemic – without Enzalutamide there would be no additional treatment available for men with mHSPC beyond hormone treatment, if they are not suitable for chemotherapy.

PS has worked with key prostate disease organisations including Prostate Cancer UK, the Edinburgh and Lothians Prostate Cancer Support Group, and the Dumfries and Galloway Prostate Buddies and several other support groups over the year to advance prostate related activity. The charity also attended meetings of the Scottish Parliament Cross Party Group on Cancer. We would like to thank all volunteers and supporters who provided comments and responded to our consultations on policy and health issues during the year.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### 5. Take forward awareness and fundraising activities to encourage earlier diagnosis;

Due to the pandemic it was not possible to undertake face-to-face Toolbox Talks, awareness and fundraising talks, displays and exhibitions. Instead we developed a new virtual presentation and Toolbox Workshops which were delivered to several organisations, including Hewlett Packard, Robertson Construction, several prostate cancer support groups, Men's sheds, Probus and Rotary clubs and as well as many Provincial Grand and District Freemasons' Lodges.

There was a fall in the number of prostate cancer related referrals as a result of the pandemic. We supported the NHS Scotland in its campaign to reassure the public that the NHS was open for urgent issues, including cancer. We published and sent out a range of awareness materials to highlight potential symptoms and to encourage men with symptoms to get checked.

We would like to thank the Weir Family Foundation and the Grand Lodge of Scotland for their support towards our awareness and information activities.

### 6. Develop and take forward the COMPASS project to support men with prostate cancer and their families and help them navigate living with prostate cancer

A new support service for men with prostate cancer and disease called COMPASS (Comprehensive prostate Scotland Support Service) was launched in 2020 following a generous funding award. The service was structured to meet key needs identified from the Living with Prostate Cancer in Scotland research that PS undertook in 2019. The service is aimed at helping men and their families navigate living with prostate cancer and disease. The services include:

- One-to-One support services in the Highlands and Lothians in partnership with Maggie's Highlands and Edinburgh, providing men and their families with support and information via video, telephone and socially distanced face to face sessions with a prostate cancer support specialist. Key topics have included: treatment decision making, side effects of treatment and impact on life. Services were initially provided via video, phone and email, and with the lifting of restrictions they have also been offered face-to-face – coinciding with a rapid increase in take up.
- A Living Well with Prostate Cancer Course, for men living with prostate cancer. This service is in partnership with Maggie's Edinburgh and Highlands. National courses were run nationally in partnership with Maggie's Edinburgh and courses for the Highland and Islands with Maggie's Highlands. The Highlands. The courses are provided via video and are open to men from across Scotland. The course lasts for six/seven weeks with sessions led by a cancer support specialist.

The services have had very good take up and received excellent feedback demonstrating fulfilment of an unmet need. The Living Well with Prostate Cancer course has attracted men from across Scotland, During the year, five courses were run. The one-to-one support services have also had very good take up - the sessions are delivered face to face, by phone or video – with the latter two proving popular with people located some distance from the centres.

Comments from participants on the courses included:

"A very well-balanced course and successfully delivered via Zoom"

"It is very easy to feel alone whilst living with cancer so broadening horizons and speaking with different people is essential. The involvement of health care professionals who have time to talk to us is so important for our well-being."

"I found my personal mood lifted as a consequence of the session."

"The course broke my isolation – I feel better knowing there are others like me and it makes me feel I'm not alone"

"I'm doing more exercise to help my fatigue and liked the tips to help my cloudy mind"

In February 2021 on World Cancer Day, we launched a video-based exercise programme for men with prostate cancer, in partnership with the Exercise Clinic, so that men could undertake the exercises from home. The programme has received very good feedback and there have been over 1500 viewings.



# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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Progress was also made in the development of a new 12-week exercise course for men with prostate cancer. NICE guidelines set out the importance of such a course for men with prostate cancer having hormone therapy. There is a lack of such courses in Scotland. The new Prostate FFIT course is due to be piloted in 2022. This is being developed in association with the SPFL Trust and Glasgow University, with input from the Exercise Clinic and cancer nutritionist Kellie Anderson.

Significant progress on the development of an app to assist men to navigate living with prostate cancer was made – with the draft app completed during the year and ready for user testing. The app is due to be launched in 2022. Grateful thanks are due to the Francis A. Connolly Trust for their development and support of the app project, without which it could not have taken place.

Thanks in addition are also due to Dr Belinda Hacking, Prof Louise Wallace, Prof Alan McNeill, Prof Duncan McLaren, Mr David Douglas, Dr Nicholas McLeod, Mr Graeme Conn, Derek Brown, Dr David Astil, Alan Dickinson, Mr Ben Thomas, Gareth McAteer, Adam Gaines, Christine Roxburgh, Mae Bell and Richard Walker amongst others for their help and advice on this project.

Prostate Scotland would like to place on record its sincere thanks to the funders of the COMPASS, project, who wish to remain anonymous, for enabling the COMPASS services to be developed and taken forward and making such a difference to the lives of the men concerned. We should also like to thank our partners in Maggie's Edinburgh, Maggie's Highlands, the SPFL Trust, Glasgow University Institute for Health and Wellbeing and the Exercise Clinic, for their tremendous work, enthusiasm, and expertise.

### **7. 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

Despite the charity's fundraising for much of the year being affected by the pandemic, leading to the cancellation and postponement of most fundraising events, thanks to the generosity and backing of supporters and a strong virtual fundraising initiative, more funds were raised than in 2020. A significant programme of supporter communication was taken forward during the year, and many supporters developed a range of brilliant and unusual fundraising initiatives that fitted in with the restrictions necessitated by the pandemic. This activity and the many generous donations and backing from supporters and trusts, helped to significantly reduce the impact of the pandemic on the charity's income. The trustees would like to thank all the charity's donors and supporters as well as the charitable trusts for their generosity and support over the year which has made a real difference to the charity.

Total funds raised during the year were £289,055 (2020 £214,272). Donations, grants, legacies and Gift Aid made up £284,716. (2020 £200,285). Grant and support from charitable trusts and foundations was £32,825 (2020 £33,314). Expenditure of £49,231 was incurred on fundraising activities during the period. Donations, grants and legacies account for the largest elements of the charity's income—nearly 99%. Significant steps and activities were taken forward during the period to communicate and engage with supporters of the charity.

The trustees very much appreciate the continuing partnership and support of the Grand Lodge of Scotland and Scottish Freemasonry. This has resulted in over £66,000 funds raised in aid of the charity over the past year. This support has enabled the charity to take forward its information service over the past year and produce a range of much needed information publications. These donations took the total raised by the Grand Lodge of Scotland and Scottish Freemasonry in aid of PS's work over the past nine years to over £800,000. This funding has enabled the charity to reach many thousands of men across Scotland with awareness information. In addition, we have learned of several instances of men receiving prostate information via this partnership resulting in men seeking checks, being diagnosed and receiving treatment.

The trustees would also like to thank and acknowledge the generosity of the Weir Family Foundation for a generous donation to help support the charity and its awareness activities and work to help encourage early diagnosis. We would also like to acknowledge Ailsa Lo and Alan Black for a generous donation enabling the publication of a new enhanced edition of the Spotlight on guide to Brachytherapy.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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The charity was also very grateful to receive donations from trusts and foundations during the period including John M. Archer Trust, the Pettigrew Trust, the Kells Trust and several who wish to remain anonymous. In addition, the charity received donations from the Comrie Cancer Care Research Club and the Edinburgh and Lothians Prostate Cancer Support Group.

Despite the pandemic, the breadth of fundraising activities in both a geographical and type was extensive, with a significant amount of virtual fundraising undertaken. We would like to thank and pay tribute to the commitment and ingenuity of our supporters and our fundraising team who devised such a range of imaginative activities in aid of the charity. The trustees thank all our supporters for their donations including from:

- The community of Forth in Lanarkshire whose fundraising activities including The Big Bobby Hike raised over £17,000 in 2021, organised by Bobby McGinty
- Bruce McCombie and family who raised over £3,200 from climbing Ben Nevis
- Joseph Duffy cycled The Way of the Roses route and raised over £1,200
- June Duncan who raised over £3,100 from selling hampers and a social event
- The Dream Tour team who raised over £5,900 from a vintage scooter tour in North Scotland
- A sportsman's dinner in Airdrie Working Men's club organised by Bobby Clark raising over £5000
- Edzell Men's Shed who raised over £4,500 from a Munro Walking Challenge
- Craig Robertson and friends who raised over £3,700 from a 24 hour overnight sponsored walk
- Bobby Jess who took on a virtual Lands end to John O'Groats run raising over £3,500
- The Provincial Grand Lodge of Aberdeenshire East and Aden Allotments who held a special garden fete and sold a series of take away meals leading to a donation of £2000
- The Anchor Lodge of Research Renfrewshire who with a 'time on our hands initiative' selling each minute of a day raising £1100
- The many kiltwalkers who walked in aid of PS in a virtual Kiltwalk and a first actual Kiltwalk since the pandemic firsts raising over £7700
- Eleven Rotary clubs across Scotland who took part in the Rotary Ride for Prostate Cancer, raising over £5500
- Forth Breast Cancer Support Group who kindly donated £1000

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.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### Financial review

The results for the year are set out in the statement of financial activities. Total funds raised during the year were £289,055 (2020 £214,272). Donations, grants, legacies and Gift Aid made up £284,716 (2020 £200,285). Thanks to the generosity of supporters, a strong virtual fundraising programme, and prudent cost control, the financial impact on the pandemic on the charity with the cancellation of fundraising events was minimised and a surplus of £30,899 was generated which mitigated the deficit in 2020.

Voluntary income in the form of donations, grants and legacies make up the largest element of the charity's income (99%). Support from charitable trusts and foundations was £32,825. Expenditure for the year was £267,525 (2020 £234,408). There was an increase in expenditure on services to support men and their families via the COMPASS project and on information and awareness during the year. During the year there was also a slight increase in expenditure on fundraising, reflecting the growth in the virtual fundraising programme compared with 2020. Expenditure of £49,231 was incurred on fundraising activities.

The trustees recognise that raising income is a key task in view of the impact of the pandemic on fundraising, and that the further development of and support of voluntary/individual giving remains a priority as well as further diversification of income. During the year 17% of income was spent on fundraising - equivalent to 18.4% of expenditure. 19.4% of total income was spent on support and governance costs, representing 21% of total expenditure. Expenditure on administration remains low, maintaining cost effectiveness. Key areas of expenditure in the coming year are expected to be:

- Taking forward and developing the COMPASS support services
- Scotland-wide advice and information work, particularly the development of additional materials and publications;
- Awareness activities to improve public understanding of prostatic disease and to encourage early diagnosis;
- Taking forward further research into services and treatment provision for prostate disease across Scotland including into Benign Prostatic Hyperplasia and access to surgery;
- New IT support and supporter relations software including the purchase a new database

### Investments

The charity holds investments in equities. Its policy is to maximise returns with a cautious approach to risk. In view of the charity's role and objectives, the charity takes ethical considerations into account, avoiding investing in funds associated with the production and distribution of tobacco and alcohol and ensuring that no investments are held in Russia. Additional funds were invested in to the portfolio during the year totalling £84,000. The growth in value of the portfolio during the year was £9,369.

### 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 £93,474, towards the robotic assisted training fund, £39,000 towards information and advice provision, £25,000 towards legacy project, £44,316 towards research work, and £40,000 towards prostate awareness activity.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### 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 and it reviewed those risks at its meeting in March 2022. The principal risks and uncertainties to which the charity is exposed are:

- The economic and health environment, given the impact of the pandemic and the rise in the cost of living, these could put pressure on voluntary charitable donations. The charity significantly benefits from voluntary donations and has seen a rise in the number and amount of these in the past few years. 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 and have introduced new fundraising initiatives such as virtual events;
- 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 has had and may continue to have an impact on Prostate Scotland's income as the lockdown, restrictions and social distancing measures have led to cancellation and postponement of significant fundraising events that are one of the main fundraising channels/streams for the charity. The impact in the short term has been to reduce the charity's income from donations and to impact on the methods of programme delivery. A programme of new ways of supporting the charity through virtual fundraising has been put in place and careful scrutiny of expenditure undertaken.
- Covid 19 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 as there can also be implications for the delivery of some prostate cancer treatments. The charity developed a programme of information and support about Covid -19 for men with prostate cancer and their families across Scotland. The pandemic also impacted on the method of programme development necessitating a number of remote support and information services via video and telephone- many of which post pandemic will be retained.

### Future Plans

The charity's Trustee Board discussed and reviewed progress and activity at its meetings in September and December 2021. The charity has prioritised the following key objectives for 2022:

- Continuing to provide information, help and support to men with prostate disease and their families;
- Extending the range of and establishing further support services for men with prostate cancer through the further development of the COMPASS project, including a further initiative in the field of exercise provision, as well as further One-to-One support services, and in the development of a prostate cancer navigator app
- Continuing to develop the charity's Information and Advice materials for men with prostate cancer and disease and for health professionals and steps towards further digitising materials;
- Developing and extending the charity's fundraising activity, and fundraising base with emphasis on communication with supporters;
- Taking forward targeted awareness action about prostate disease, including on early detection;
- Continuing the Workplace Initiative and programme of Toolbox Talks and adapting them to a digital format;
- Further development of policy awareness and inclusion of prostate issues in national health/public policy including on benign prostatic hyperplasia;
- Taking forward and extending the training fund for robotic surgery in Scotland

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Acknowledgements**

The trustees would like to thank all supporters, donors, charitable trusts and to the Grand Lodge of Scotland and the Rotary clubs and the Weir Family Foundation for their generous support during the year. Thanks are also due to the clinicians for their extraordinary effort to support patients during the pandemic. We should also like to thank and acknowledge the Prostate Scotland staff team for their hard work, dedication and effort taking forward and developing the charity's services and fundraising with such commitment during the pandemic.

### **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 on 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.

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  
Mrs J Greig  
Mrs M Hallam  
Prof. S McNeill  
Mr R Wilson  
Mrs M McNeill  
Mr B Thomas  
Mr M Charles

Trustees when appointed are given an induction pack about the charity and its strategy, work, 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**

During the year unconditional donations of £2,550 were received from trustees or companies of which a trustee is a director.

### **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. 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 impact on the charity of Covid-19 and have actively taken steps to mitigate the impact the virus has had on the charity. Thus the trustees continue to adopt the going concern basis of accounting in preparing financial statements.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2021*

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



**Mrs M Hallam**

Trustee

Dated: 30 May 2022

# PROSTATE SCOTLAND

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### *FOR THE YEAR ENDED 31 DECEMBER 2021*

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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.

# PROSTATE SCOTLAND

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PROSTATE SCOTLAND

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I report on the financial statements of the charity for the year ended 31 December 2021, which are set out on pages 14 to 30.

### **Respective responsibilities of trustees and examiner**

The charity's trustees, who are also the directors of Prostate Scotland for the purposes of company law, are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the financial statements as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.


### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the financial statements.

### **Independent examiner's statement**

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - (ii) to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Sharon Collins FCCA, CA  
Thomson Cooper  
22 Stafford Street  
Edinburgh  
EH3 7BD

Dated: 30 May 2022



# PROSTATE SCOTLAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

### Current financial year

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b><u>Income from:</u></b>					
Donations and legacies	2	284,716	-	284,716	200,285
Charitable activities	3	-	-	-	11,013
Investments	4	4,339	-	4,339	2,974
<b>Total income</b>		<b>289,055</b>	<b>-</b>	<b>289,055</b>	<b>214,272</b>
<b><u>Expenditure on:</u></b>					
Raising funds	5	49,231	-	49,231	45,334
Charitable activities	6	151,400	66,894	218,294	189,074
<b>Total resources expended</b>		<b>200,631</b>	<b>66,894</b>	<b>267,525</b>	<b>234,408</b>
Net gains/(losses) on investments	10	9,369	-	9,369	14,214
<b>Net movement in funds</b>		<b>97,793</b>	<b>(66,894)</b>	<b>30,899</b>	<b>(5,922)</b>
Fund balances at 1 January 2021		580,057	476,670	1,056,727	1,062,649
<b>Fund balances at 31 December 2021</b>		<b>677,850</b>	<b>409,776</b>	<b>1,087,626</b>	<b>1,056,727</b>

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 2021**

Prior financial year

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b><u>Income from:</u></b>				
Donations and legacies	2	177,670	22,615	200,285
Charitable activities	3	11,013	-	11,013
Investments	4	2,974	-	2,974
<b>Total income</b>		191,657	22,615	214,272
<b><u>Expenditure on:</u></b>				
Raising funds	5	45,334	-	45,334
Charitable activities	6	138,659	50,415	189,074
<b>Total resources expended</b>		183,993	50,415	234,408
Net gains/(losses) on investments	10	14,214	-	14,214
<b>Net movement in funds</b>		21,878	(27,800)	(5,922)
Fund balances at 1 January 2020		558,179	504,470	1,062,649
<b>Fund balances at 31 December 2020</b>		580,057	476,670	1,056,727

# PROSTATE SCOTLAND

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets	12		1,145		5,723
Tangible assets	13		2,053		2,740
Investments	14		259,326		165,957
			<u>262,524</u>		<u>174,420</u>
<b>Current assets</b>					
Debtors	15	8,106		8,468	
Cash at bank and in hand		829,358		883,165	
		<u>837,464</u>		<u>891,633</u>	
<b>Creditors: amounts falling due within one year</b>	16	(12,362)		(9,326)	
Net current assets			825,102		882,307
<b>Total assets less current liabilities</b>			<u>1,087,626</u>		<u>1,056,727</u>
<b>Income funds</b>					
Restricted funds	18		409,776		476,670
Unrestricted funds		677,850		580,057	
		<u>677,850</u>		<u>580,057</u>	
			<u>1,087,626</u>		<u>1,056,727</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 2020. Pursuant to section 476, members have not required the company to obtain an audit.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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 30 May 2022



**Mrs M Hallam**  
Trustee

**Company Registration No. SC306268**

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 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 charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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 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 twelve months. The trustees have reviewed their cashflow requirements and are satisfied that the charity has sufficient cash reserves to cover any shortfall of income over the next twelve months. The trustees consider that both short term liquidity and longer term financial viability is appropriate and as such 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.

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.

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

(Continued)

#### 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.
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#### 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 the statement of financial activities.

#### 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.

#### 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).

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### 1 Accounting policies

(Continued)

##### 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.

##### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 2 Donations and legacies

	<b>Unrestricted funds</b>	Unrestricted funds	Restricted funds	Total
	<b>2021</b>	2020	2020	2020
	<b>£</b>	£	£	£
Donations and gifts	284,716	167,670	22,615	190,285
Local authority Covid-19 grant	-	10,000	-	10,000
	<u>284,716</u>	<u>177,670</u>	<u>22,615</u>	<u>200,285</u>

### 3 Charitable activities

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2021</b>	2020
	<b>£</b>	£
Burns Supper	-	11,013
	<u>-</u>	<u>11,013</u>

### 4 Investments

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2021</b>	2020
	<b>£</b>	£
Income from listed investments	2,359	-
Interest receivable	1,980	2,974
	<u>4,339</u>	<u>2,974</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 5 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising and publicity		
Staging fundraising events	14,932	11,356
Staff costs	34,299	33,978
	<u>49,231</u>	<u>45,334</u>
Fundraising and publicity	49,231	45,334
	<u>49,231</u>	<u>45,334</u>

### 6 Charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Staff costs	53,829	33,027	86,856	85,014
Depreciation and impairment	5,924	192	6,116	6,093
Rent	15,034	3,759	18,793	15,848
Heat & light & phones	4,591	955	5,546	4,902
Promotional & awareness material	12,391	100	12,491	5,543
Courses & service provision	1,628	19,045	20,673	5,610
Printing & stationery	1,610	423	2,033	2,050
Maintenance	5,372	-	5,372	7,989
Travel & subsistence	221	-	221	1,069
Subscriptions	902	-	902	357
Sundry	390	-	390	326
Legal & professional costs	-	2,680	2,680	-
Bad debts	-	-	-	2,400
	<u>101,892</u>	<u>60,181</u>	<u>162,073</u>	<u>137,201</u>
Share of support costs (see note 7)	44,927	6,713	51,640	47,655
Share of governance costs (see note 7)	4,581	-	4,581	4,218
	<u>151,400</u>	<u>66,894</u>	<u>218,294</u>	<u>189,074</u>



# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Charitable activities

(Continued)

For the year ended 31 December 2020

	Unrestricted funds £	Restricted funds £	Total 2020 £
Staff costs	53,314	31,700	85,014
Depreciation and impairment	5,951	142	6,093
Rent	12,498	3,350	15,848
Heat & light & phones	4,183	719	4,902
Promotional & awareness material	3,283	2,260	5,543
Courses & service provision	30	5,580	5,610
Printing & stationery	1,817	233	2,050
Maintenance	7,989	-	7,989
Travel & subsistence	848	221	1,069
Subscriptions	357	-	357
Sundry	326	-	326
Bad debts	2,400	-	2,400
	<u>92,996</u>	<u>44,205</u>	<u>137,201</u>
Share of support costs (see note 7)	41,445	6,210	47,655
Share of governance costs (see note 7)	4,218	-	4,218
	<u>138,659</u>	<u>50,415</u>	<u>189,074</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 7 Support costs

	Support costs £	Governance costs £	2021 £	Basis of allocation
Staff costs	50,160	-	50,160	Allocated on time
Accountancy	-	4,581	4,581	Governance
Legal and professional	-	1,480	1,480	Governance
	<u>50,160</u>	<u>6,061</u>	<u>56,221</u>	
Analysed between Charitable activities	<u>51,640</u>	<u>4,581</u>	<u>56,221</u>	

### For the year ended 31 December 2020

	Support costs £	Governance costs £	2020 £	Basis of allocation
Staff costs	47,655	-	47,655	Allocated on time
Accountancy	-	3,937	3,937	Governance
Legal and professional	-	281	281	Governance
	<u>47,655</u>	<u>4,218</u>	<u>51,873</u>	
Analysed between Charitable activities	<u>47,655</u>	<u>4,218</u>	<u>51,873</u>	

### 8 Trustees

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

### 9 Employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
<u>6</u>	<u>6</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

9 Employees	(Continued)	
	2021	2020
Employment costs	£	£
Wages and salaries	156,347	152,436
Social security costs	10,277	9,913
Other pension costs	4,691	4,298
	<u>171,315</u>	<u>166,647</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 £50,436 (2020 - £49,937). No employees receive annual emoluments over £60,000.

There were no employees whose annual remuneration was more than £60,000.

### 10 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Revaluation of investments	<u>9,369</u>	<u>14,214</u>

### 11 Corporation Tax

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

### 12 Intangible fixed assets

	Website
	£
<b>Cost</b>	
At 1 January 2021 and 31 December 2021	<u>87,752</u>
<b>Amortisation and impairment</b>	
At 1 January 2021	82,029
Amortisation charged for the year	4,578
At 31 December 2021	<u>86,607</u>
<b>Carrying amount</b>	
At 31 December 2021	<u>1,145</u>
At 31 December 2020	<u>5,723</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 13 Tangible fixed assets

	Fixtures, fittings & equipment £	Computers £	Total £
<b>Cost</b>			
At 1 January 2021	11,024	10,091	21,115
Additions	-	850	850
At 31 December 2021	11,024	10,941	21,965
<b>Depreciation and impairment</b>			
At 1 January 2021	10,827	7,547	18,374
Depreciation charged in the year	122	1,416	1,538
At 31 December 2021	10,949	8,963	19,912
<b>Carrying amount</b>			
At 31 December 2021	75	1,978	2,053
At 31 December 2020	197	2,543	2,740

### 14 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2021	165,957
Additions	84,000
Valuation changes	9,369
At 31 December 2021	259,326
<b>Carrying amount</b>	
At 31 December 2021	259,326
At 31 December 2020	165,957

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 15 Debtors

	2021	2020
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	-	500
Other debtors	406	869
Prepayments and accrued income	7,700	7,099
	<u>8,106</u>	<u>8,468</u>

### 16 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	3,197	866
Other creditors	68	-
Accruals and deferred income	9,097	8,460
	<u>12,362</u>	<u>9,326</u>

### 17 Retirement benefit schemes

#### Defined contribution 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.

The charge to profit or loss in respect of defined contribution schemes was £4,691 (2020 - £4,298).

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 18 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			Balance at 31 December 2021
	Balance at 1 January 2021	Incoming resources	Resources expended	
	£	£	£	£
Robot Appeal	6,655	-	-	6,655
Healthy Living & Exercise	923	-	-	923
COMPASS	469,092	-	(66,894)	402,198
	<u>476,670</u>	<u>-</u>	<u>(66,894)</u>	<u>409,776</u>

	Movement in funds			Balance at 31 December 2020
	Balance at 1 January 2020	Incoming resources	Resources expended	
	£	£	£	£
Robot Appeal	6,655	-	-	6,655
Healthy Living & Exercise	923	-	-	923
COMPASS	496,892	22,615	(50,415)	469,092
	<u>504,470</u>	<u>22,615</u>	<u>(50,415)</u>	<u>476,670</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 2021

#### 19 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 2021 £
	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Transfers £	Revaluations, gains and losses £	
General Fund	339,443	284,729	(120,729)	(76,752)	9,369	436,060
Designated Information and Advice Fund	39,000	3,150	(58,385)	55,235	-	39,000
Designated Prostate Disease Services and Research Fund	43,140	1,176	-	-	-	44,316
Designated Prostate Awareness Fund	40,000	-	(19,881)	19,881	-	40,000
Designated Robotic Surgery Appeal Fund	93,474	-	-	-	-	93,474
Designated Legacy Project Fund	25,000	-	(1,636)	1,636	-	25,000
	<u>580,057</u>	<u>289,055</u>	<u>(200,631)</u>	<u>-</u>	<u>9,369</u>	<u>677,850</u>

#### For the year ended 31 December 2020

	Movement in funds					Balance at 31 December 2020 £
	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers £	Revaluations, gains and losses £	
General Fund	316,351	190,087	(117,870)	(63,339)	14,214	339,443
Designated Information and Advice Fund	39,000	70	(44,549)	44,479	-	39,000
Designated Prostate Disease Services and Research Fund	43,000	140	-	-	-	43,140
Designated Prostate Awareness Fund	40,000	1,360	(21,574)	20,214	-	40,000
Designated Robotic Surgery Appeal Fund	105,828	-	-	(12,354)	-	93,474
Designated Prostate App Development Fund	14,000	-	-	(14,000)	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	<u>-</u>	<u>25,000</u>
	<u>558,179</u>	<u>191,657</u>	<u>(183,993)</u>	<u>-</u>	<u>14,214</u>	<u>580,057</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 20 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 December 2021 are represented by:			
Intangible fixed assets	1,145	-	1,145
Tangible assets	1,812	241	2,053
Investments	259,326	-	259,326
Current assets/(liabilities)	415,567	409,535	825,102
	<u>677,850</u>	<u>409,776</u>	<u>1,087,626</u>

### For the year ended 31 December 2020

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 December 2020 are represented by:			
Intangible fixed assets	5,723	-	5,723
Tangible assets	2,307	433	2,740
Investments	165,957	-	165,957
Current assets/(liabilities)	406,070	476,237	882,307
	<u>580,057</u>	<u>476,670</u>	<u>1,056,727</u>



# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### 21 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:

	2021 £	2020 £
Within one year	11,700	11,700
Between two and five years	19,013	7,313
	<u>30,713</u>	<u>19,013</u>

#### 22 Related party transactions

##### Transactions with related parties

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

During the year unconditional donations of £2,550 (2020: £1,555) were received from trustees or companies of which a trustee is a director.