

**Charity registration number SC037494 (Scotland)**

**Company registration number SC306268 (Scotland)**

**PROSTATE SCOTLAND**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**  
**PAGES FOR FILING WITH REGISTRAR**

# 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>	Coutts 6 - 8 George Street Edinburgh EH2 2PF
<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 2022

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The trustees present their annual report and financial statements for the year ended 31 December 2022.

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 diseases and their treatments;
- 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 an app to assist men to 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.

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# PROSTATE SCOTLAND

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

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### Achievements and performance

Achievements and performance

Key priorities for the year have been to:

- Increase the amount relevancy and appropriateness of information and awareness of prostatic disease treatments;
- 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 take forward the COMPASS project to help support men with prostate cancer and their families and to help them navigate living with prostate cancer;
- 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;
- Widen Prostate Scotland's reach and support across Scotland and develop the organisational resource base and capacity to support its' work and objectives.

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

- Following the establishment in 2020 and 2021 of several new services to support men with prostate cancer as part of the COMPASS project. 2022 saw a significant expansion of these services and an increase in demand and take up as well as the development of several new services. New Living Well with Prostate Cancer Courses were launched and run nationally in partnership with Maggie's Fife, Dundee, and Lanarkshire to go alongside the existing courses with Maggie's Edinburgh and Maggie's Highlands and Islands. Take up of these courses has been very good, with excellent feedback from participants. The one-to-one support service in the Highlands and the Lothians in partnership with Maggie's have had good take up and feedback. The provision of this service was possible as a result of a generous funding award.
- The new Prostate FFIT 12-week exercise courses for men living with prostate cancer in partnership with the SPFL Trust and the University of Glasgow were developed, with the first courses kicking off at Heart of Midlothian Football Club and Rangers Charitable Foundation in January 2023.
- We continued to receive a high demand, from hospitals across Scotland, for booklets to distribute to patients. Following the pandemic, the number of electronic publication downloads from individuals continued to be very high with a concomitant reduction in orders of printed booklets. from individuals. We continued to receive significant information enquiries from individuals relating to prostate cancer and disease and treatments, with an increasing number about Benign Prostatic Enlargement. We would like to thank the Grand Lodge of Scotland for their support of our Information service during the year.
- We undertook a range of awareness activities during the year to encourage early diagnosis and symptom and risk awareness. We delivered many awareness and fundraising talks to groups and individuals across Scotland both face to face and also via video. During the year we saw an increase of 88% in the numbers of people using the symptom self-checker on our website. Again, we would like to thank the Grand Lodge of Scotland for their support towards these activities.
- Over 77,000 page views were achieved via the website from over 45,500 visits. This was similar to 2021 which had been the highest annual total to date. Over 80% of the visitors were new. There was however a significant increase in the number of people viewing information about prostate cancer and disease 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 was a significant increase in the number of users of the symptom self-checker and also in the numbers of people seeking information about urology units/departments in Scotland.
- Significant progress on the development of an app to assist men living with prostate cancer was made – with the Android version of the app launched during the year and user testing on the iOS/Apple version undergone. This is due for launch in spring 2023. Sincere thanks 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 2022

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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, with a continuing volume of information enquiries and requests. Some progress was affected in the first half of the year due to the pandemic, with physical awareness opportunities only restarting in the latter half of the year. In view of this, information was provided via digital and electronic solutions. Work taken forward during the year included:

- Several hundred telephone, email and written enquiries from men with prostate disease and from family members about prostate disease, cancer and its treatments were answered. Our digital Covid-19 and information resources Hub for men with prostate cancer and their families (set up in 2020) continued to receive a high level of visits, with 1,250 visits - a 20% increase on 2021.
- We continued to receive a high level of orders from hospitals across Scotland, for booklets to distribute to patients. Following the pandemic, the number of electronic publications downloads from individuals was maintained with a concomitant reduction in orders of printed booklets. Over the year we distributed over 6,800 guides and booklets about prostate cancer and disease and treatments. We continued to receive a substantial volume of enquiries regarding prostate cancer and disease and treatments, with an increasing number about Benign Prostatic Enlargement. In light of this and the trustees' decision to create a special project about Benign Prostatic Hyperplasia (BPH) a new comprehensive information publication on BPH was developed.
- During the year the range of information materials was expanded and updated, with a new edition of the Spotlight on Low dose rate (LDR) and High Dose Rate (HDR) Brachytherapy with EBRT and Hormone Therapy, to recognise the availability of HDR brachytherapy for prostate cancer for the first time in Scotland. Also a new edition of the Spotlight on Guide to Biopsy was produced in order to include the increasing use of transperineal prostate biopsy in Scotland. A new edition of the Spotlight Guide on Incontinence as a symptom of prostate problems was produced, as well as a new leaflet 'Prostate Problems - A guide for partners, wives, husbands, relatives or friends. We would like to thank the Grand Lodge of Scotland for their support of our information service during the year.
- A range of awareness and Toolbox talks and presentations to various organisations were given. These included Pachedu, Stirling Council, Social Security Scotland, Citibank Edinburgh, West College Campuses and Glasgow and Edinburgh City Councils, Veitchi, as well as NHS Education for Scotland. The charity also attended and had an exhibition stand at the British Association of Urological Nurses Conference in Edinburgh.
- A series of webinars with NHS Education for Scotland for GPs and Practice Nurses were given including on Prostate cancer and on Conducting a PSA blood test.

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 chaired during the year by trustee Mr Ben Thomas. Membership during the year included: Prof. Alan McNeill trustee, Scott Little - Clinical Nurse Specialist Western General Hospital, Brian Corr - Urology Clinical Nurse Specialist Raigmore Hospital, Dr Andrew Dunlop GP Lead East Calder, Alan Dickinson, Sioned Hancock Advanced Physiotherapy Practitioner, Ashleigh Ward Lead Cancer Nurse Consultant NHS Forth Valley, Mr Feras Al Jaafari Consultant Urologist NHS Fife, Mr Daniel Good Consultant Urological Surgeon Western General Hospital, Bill Taylor Advanced Practice Physiotherapist, Dr David Astill, Adam Gaines PS director, Mae Bell the charity's Information and Advice Manager and Elaine Stewart the charity's Service Development Manager. 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 and Dr Aravind Sundaramurthy at Western General Hospital.

#### **2 and 3. 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**

This has been a busy year in relation to policy issues, especially given the impact that the pandemic had on the NHS and on the numbers being diagnosed with prostate cancer. We have also worked hard to ensure that prostate cancer issues featured on the Scottish Government and NHS Scotland agendas. We also were very active in making the case for access to new medicines for men with prostate cancer.

## PROSTATE SCOTLAND

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

#### FOR THE YEAR ENDED 31 DECEMBER 2022

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- 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 worked closely with members of the SCC to collectively take forward work about cancer and treatment related issues. 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 about cancer treatment and the remobilisation measures on cancer treatment post pandemic. In September, along with the other members of the SCC a meeting was held with the Cabinet Secretary for Health, Humza Yousaf
- PS sent a submission to the Scottish Government regarding their proposed new Cancer Strategy, which is due to replace the current Recovery Strategy put in place during the pandemic and due to come to an end in 2023. The submission focused on the importance of early diagnosis, the need to ensure consistency and equity of service across Scotland, considerations of workforce pressures, as well as an emphasis on prioritising prostate cancer considerations.
- We submitted evidence to the Scottish Medicines Consortium (SMC) for its review into possible approval and availability on the NHS in Scotland of Enzalutamide for hormone sensitive metastatic prostate cancer (mHSPC). Research had shown that treatment with Enzalutamide for men with advanced prostate cancer which is still sensitive to hormone treatment can lead to a delay metastatic cancer progression and potentially lead to an improvement in overall survival by comparison to standard hormone therapy alone. SMC approved its availability during the year.
- We were also invited to provide evidence to the SMC about whether Apalutamide for metastatic hormone sensitive prostate cancer should be made available in Scotland on the NHS. In our submission, we drew attention to research showing that treatment with Apalutamide 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 alone. SMC made Apalutamide available on the NHS in Scotland.
- We also made a submission to the National Institute for Clinical Excellence (NICE) who had asked us for evidence/a submission about the revision of guidance on High Intensity Focused Ultrasound treatment / focal therapy for intermediate risk prostate cancer (HIFU). Our evidence focussed on the fact that a number of men in Scotland had contacted us about its lack of availability in Scotland (whilst it is available in a limited number of centres in England). Our submission also reflected the view of our PAGES Advisory group from a clinical perspective that focal therapy could potentially have a role where the cancer was limited, and focal therapy might be suitable where it did not require a multifocal approach.
- We also made a submission to NHS Scotland on the Review of the Prostate Cancer Quality Performance Indicators, focusing on the need for an equivalence in approach to having relevant performance indicators for radiotherapy and side effects in addition to ones for surgery. In addition, we suggested a need for the reinstatement of a Performance Indicator on PSA Relapse as well as a new indicator on the availability/provision of patient information.

PS has worked with other 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. We also collaborated with Prostate Cancer UK and Tackle Prostate Cancer over access to medicines. The charity also attended meetings of the Scottish Parliament Cross Party Group on Cancer. We would like to thank all the volunteers and supporters who provided comments and responded to our consultations on policy and health issues during the year.

#### **4. Take forward awareness and fundraising activities to encourage more early diagnosis;**

Our awareness work had been affected during the pandemic as it had not been possible to undertake face-to-face Toolbox Talks and awareness and fundraising talks, displays and exhibitions throughout the year. To overcome this we developed virtual presentations and Toolbox Workshops which were delivered to several organisations. During the year, with the gradual opening up, we were able to provide some face-to-face talks, presentations and exhibitions, across Scotland. Presentations and talks were given to a wide variety of organisations and companies, several prostate cancer support groups, Men's sheds, Probus and Rotary clubs and as well as many Provincial Grand and District Freemasons' Lodges.

## PROSTATE SCOTLAND

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

We were also fortunate to benefit from the energy and commitment of a volunteer medical student, who took forward a very successful awareness project in the Fort William Lochaber area, demonstrating that regional awareness initiatives can be very impactful and engaging.

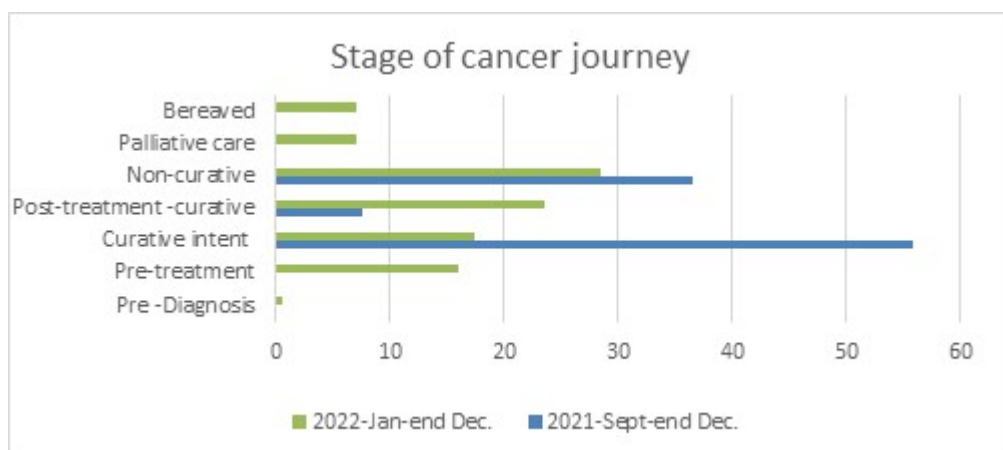
A fall in the number of prostate cancer related referrals as a result of the pandemic appeared to have taken place. According to Public Health Scotland this was likely due to people worried about burdening the NHS during the crisis and also concerns over contracting coronavirus. We supported the NHS Scotland in its campaign to reassure the public that the NHS was open for urgent issues, including cancer. We published and distributed a range of awareness materials to highlight potential symptoms and to encourage men with symptoms to get checked. We began work on a new awareness initiative.

We wish to thank the Grand Lodge of Scotland for their continued and significant support towards our awareness and information activities, as well as the Miss Margaret Butters Reekie Charitable Trust. We would also like to thank the many support groups and volunteers we worked with during the year including Derek Brown, Alan Dickinson and Carrie Hallam for their help and efforts during the year.

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

Significant and very substantial progress in the development of the COMPASS service (Comprehensive Prostate Scotland Support Service) was achieved in 2022. The service was launched in 2020 following a generous funding award to meet the key needs identified from the Living with Prostate Cancer in Scotland research that PS had undertaken in 2019. The service is aimed at helping men and their families navigate living with prostate cancer, and to provide help and support for living with the disease. The services include:

- One-to-One support services in the Highlands/Islands and the Lothians/Borders in partnership with Maggie's Highlands and Maggie's Edinburgh, providing men and their families with one-to-one support and information via face to face, video, telephone and socially distanced sessions with a prostate cancer support specialist. Key topics have included: treatment decision making, side effects of treatment, diagnosis and impact on life. The One-to-One support services have had good take up - the sessions are delivered face to face, as well as by phone or video – with the latter two proving popular with people located far from the centres. On average, people utilise the service for three sessions. The service received not only a greater uptake in 2022 but from people from a wider number of stages of cancer journey. The graph below shows the percentage of people seeking information/support from the service, by stage of people's cancer journey.





## PROSTATE SCOTLAND

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

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- Living Well with Prostate Cancer Courses, for men with living with prostate cancer. The courses are of six/seven-week duration with sessions led by a Cancer Support Specialist with experience of prostate cancer issues. This service is provided in partnership with several Maggie's centres. During the year, a number of new centres started offering courses including in Lanarkshire, Dundee and Fife, with preparations being made for one with Forth Valley for 2023. A national online course is run in partnership with Maggie's Edinburgh, and a special online course is also offered for the Highlands and Islands with Maggie's Highlands. Several courses during the year have also involved sessions for partners. The services have had very good take up and received excellent feedback demonstrating fulfilment of an unmet need. 100% of men found courses extremely or very worthwhile. All participants were very positive regarding course content including in regard to fatigue, hormone treatment, emotional wellbeing and nutrition as well as providing the opportunity to meet others with prostate cancer and share experiences in a safe environment being a very beneficial aspect. Comments from participants on the courses included:

*'This course complements the great treatment we get from the NHS and fills some of the gaps'*

*'Lots of detail about prostate cancer and life details from other men on course. Helped enormously with preparing for surgery and recovery'.*

*'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'.*

- Prostate FFIT our unique 12-week exercise course for men with prostate cancer, developed in partnership with the SPFL Trust and the University of Glasgow, was launched at Hampden Park on 7th December 2022 with the first two starting in early January 2023 at Ibrox with the Rangers Charitable Foundation and at Tynecastle with Heart of Midlothian Football Club as hosts.

It was decided to develop the course following NICE guidelines setting out the importance of such courses for men with prostate cancer having hormone therapy, and in light of the lack of such courses in Scotland. We developed the course in association with the SPFL Trust and Glasgow University, with input from the Exercise Clinic and cancer nutritionist Kellie Anderson. The course has been based on a development of the successful FFIT course developed by the SPFL Trust. The sessions are led by a specialist cancer exercise coach, who is assisted by coaches from the clubs Rangers and Hearts who have significant experience running the standard FFIT course. In addition, as part of the course, participants receive access to weekly exercise videos, developed in conjunction with The Exercise Clinic, specialists in prostate cancer exercise. Comments by participants included:

*'Thanks again for everything you have all done to help people like myself. We are all wanting to keep fit'*

*'Course exceeded my expectations'.*

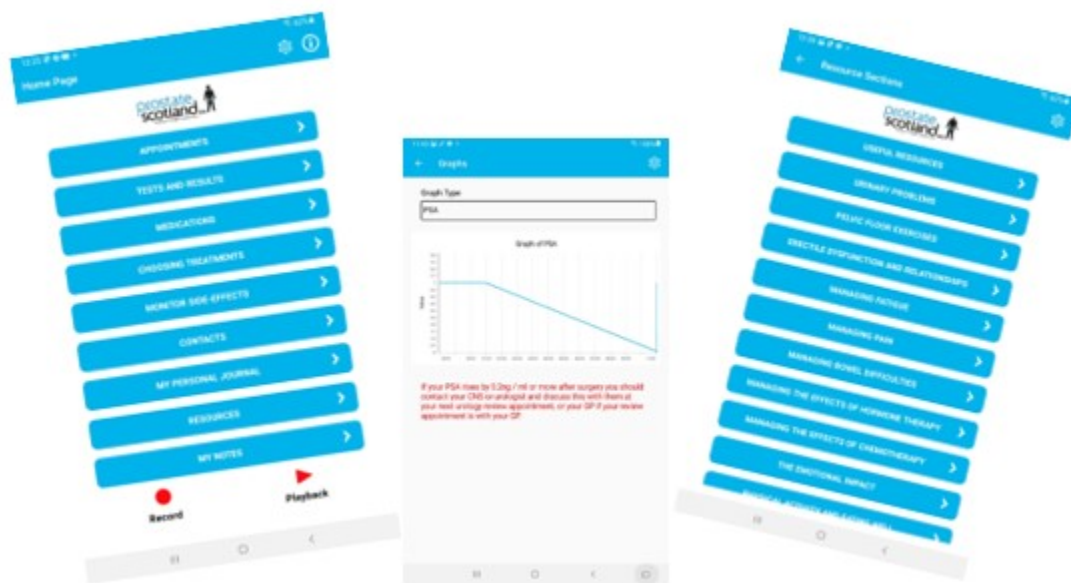
*'It has been a superb course - enjoyable, exercising, entertaining & educating - thank you ALL for making it so'.*

In addition to the 12-week Prostate FFIT course, we continue to receive significant number of visits to our Exercise video, which we have developed in partnership with the Exercise Clinic, so that men could undertake the exercises safely from their own homes. The programme has received excellent feedback and there have been nearly 2,500 viewings by the end of the year.

# PROSTATE SCOTLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

- Prostate Scotland Cancer Navigator app The development of an app to assist men to navigate living with prostate cancer was progressed – with the app in Android format launched in 2022. An Ios/Apple version of the app was also developed during the year and commenced user testing in late 2022 expected to be launched in spring 2023. The app includes inter alia sections on useful resources for men, a side effects monitor, PSA and tests trackers, appointments and medications diaries as well as a section to assist men in choosing treatments for early prostate cancer. Grateful thanks to the Francis A. Connolly Trust for their development and support of the app project, without which it could not have taken place.



Input to the app development has been provided by many clinicians as well as men with prostate cancer. Thanks are due to Dr Belinda Hacking, Prof Louise Wallace, Prof Alan McNeill, Prof Duncan McLaren, Mr Ben Thomas, Mr David Douglas, Dr Nicholas McLeod, Mr Graeme Conn, Brian Corr, Dr Andrew Dunlop, Mr Feras Al Jafaari, Mr Daniel Good, Scott Little, Dr Ashleigh Ward, Sioned Hancock, Derek Brown, Dr David Astill, Alan Dickinson, Gareth McAteer, Adam Gaines, Christine Roxburgh, Mae Bell and Richard Walker amongst others for their help and advice on this project and from a group of men with prostate cancer who acted as testers for the project.

Many positive comments were received from testers of the app including:

*'Overall it is looking brilliant'*

*'Very impressive, I found everything I tried worked. The layout is good and the detail excellent with loads of good and clear information'.*

*'It is excellent, easy to navigate and extremely informative. The treatment decision making tool is extremely helpful and the easy links along the way in terms of medication, side effects, resources are all superb'*

*It all works well and looks really good and will be helpful. Will be a great resource for the patients and families'*

Prostate Scotland would like to place on record its sincere thanks to the funders of the COMPASS, project, who wish to remain anonymous, for their generosity and thoughtfulness that has enabled the COMPASS services to be developed and progressed making such a difference to the lives of the men concerned. We should also like to thank our partners in Maggie's Edinburgh, Highlands, Lanarkshire, Fife, Dundee and Forth Valley, the SPFL Trust, University of Glasgow, the Exercise Clinic, Heart of Midlothian FC and Rangers Charitable Foundation, Gregor Cranston, John Joyce, Gregg Veitch, Ian Hamlyn, Laura Gray, Kellie Anderson and Andrew Anderson for their tremendous work, enthusiasm and expertise.

Thanks, are due to Elaine Stewart, Services Development Manager for her hard work and dedication in taking forward the COMPASS project over the past year. Thanks are also due to Christine Roxburgh who managed the COMPASS project until January 2022.

## PROSTATE SCOTLAND

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

#### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### **6. 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**

The scheme was extended to include nurses and first surgical assistants involved with robotic assisted radical prostatectomy in addition to consultants and trainees. Following the widening of the scheme, advertising for applications for fellowships was undertaken in the autumn of 2022. This has resulted in a training fellowship at a major university hospital, a clinical visit for a trainee surgeon to a centre of excellence, and a nurses/ first surgical assistant award all made in early 2023.

#### **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

This had been a challenging but successful fundraising year. The pandemic had affected the charity's fundraising during the previous two years, leading to the cancellation and postponement of many events- and this impact continued into the first half of 2022. However, thanks to the generosity, backing and commitment of supporters and a strong fundraising initiative, an excellent fundraising result was achieved. A significant programme of supporter communication and engagement was taken forward during the year to assist supporters and fundraisers – which was important in view of a post pandemic increase in supporter activity and engagement in events. This activity and the many generous donations and backing from supporters and trusts, and the Make it a Million Initiative by the Grand Lodge of Scotland, led to a strong fundraising performance over the year, helping to offset the financial impact of the pandemic. The trustees would like to thank all the charity's donors, supporters and charitable trusts for their generosity during the year which has made a real difference to the charity. Thanks also to the PS fundraising team for their huge commitment and significant efforts in supporting our fundraisers.

Total funds raised during the year were £442,491 (2021 £284,716). Donations, grants, legacies and Gift Aid made up £425,491 (2021 £251,891). Grant and support from charitable trusts and foundations was £17,000 (2021 £32,825). Expenditure of £69,635 (2021 £49,231) was incurred on fundraising activities during the period. Donations, grants and legacies account for the largest elements of the charity's income -99%. Significant activity was taken forward during the period to communicate and engage with supporters of the charity.

The trustees would also like to place on record their continued appreciation to the charitable trust, which wishes to remain anonymous, in supporting the COMPASS initiative, and which has enabled a significant and much needed support service for men with prostate cancer and their families, to be developed and taken forward.

The trustees have also very much appreciated the partnership and support of the Grand Lodge of Scotland and Scottish Freemasonry. Over £116,600 was received from the Grand Lodge of Scotland, Provincial Grand Lodges, Lodges and individuals from fundraising in aid of the charity during the year. This included a Zipslide in Killiecrankie which raised nearly £50,000 and was the centrepiece of the fundraising to complete the Make it A Million Campaign. These donations took the total raised by the Grand Lodge of Scotland and Scottish freemasonry in aid of PS's work over the past ten years to over £1.1 million. This financial support has enabled the charity to reach many thousands of men across Scotland with awareness information. The funding has also helped support our information services as well as making a significant contribution to our successful Blue Horizon Robot Appeal, as well as our Living with cancer research project. In addition, we have learned of several instances of men receiving prostate information via this partnership which resulted in them seeking checks, being diagnosed and receiving treatment. The trustees would like to thank the Grand Lodge of Scotland, the Grand Master Mason, the Benevolence and Care Committee chaired by Rev. Dr Joseph Morrow, Tom Davidson the Grand Almoner, Dawn Oliff and all the Provincial Grand, District and daughter lodges across Scotland and overseas who kindly contributed to the Make it a Million Campaign.

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 Miss Margaret Butters Reekie Charitable Trust and several who wish to remain anonymous. In addition, the charity received donations from the Edinburgh and Lothians Prostate Cancer Support Group.

## PROSTATE SCOTLAND

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

#### FOR THE YEAR ENDED 31 DECEMBER 2022

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The breadth of fundraising activities in both geographical and type was extensive, with a huge amount of fundraising undertaken by individuals, families and groups during the year – both virtual and in person reflecting the lifting of restrictions following the pandemic. We would like to thank and pay tribute to the achievements, generosity and commitment of our supporters for their many and diverse ways of fundraising in support of the charity. Our thanks also go to our fundraising team for their wonderful effort and hard work over the year in support of the charity's fundraising. The trustees are very appreciative for donations including from:

- The Rotary Club of Perth for raising £12,500 from their Perthshire Classic Car Tour;
- Donald Graham who along with the Chairman and Secretary of the Nairn County Football Club raised over £5,000 from an all-night sleep-out in aid of the charity and the Urology department at Raigmore Hospital;
- The Rolling Hills chorus who raised over £3,000 from outdoor carol singing and Christmas concerts;
- June Duncan who raised £2,300 from social events, pin badge sales, a car bootsale and Edinburgh Kiltwalk;
- A sportsman's dinner in Airdrie Working Men's club organised by Bobby Clark raising over £11,000;
- Ailsa Leitch who raised over £3,700 from a concert in Ayr Town Hall in memory of her late husband;
- from walkers in the Glasgow Kiltwalk who raised over £13,000;
- from walkers in the Edinburgh Kiltwalk who raised over £15,000;
- £6,500 from a dinner dance and fundraising night in Musselburgh organised by three friends;
- Lucy McAneny for having raised £2,385 from the Big Quiz in Galashiels
- Rotary Club of Inverness Loch Ness who raised £4,000 from their Classic Car tour;
- the Provincial Grand Lodge of Fife for a donation of over £2,000;
- Lodge St James for a donation of £4,000;
- Kenny Livingston and the BMC Club in Gorgie Edinburgh for £2,000;
- The Aberdeen March of the Mods for a donation of £3,250 and further fundraising support from Michael Dickson and Martin Mackinnon who ran the half-marathon raising a further £1,400;
- Runners in the Edinburgh Marathon Festival who raised over £11,000, including three teams of clinicians from the Western General Hospital taking part, a team from NHS Fife;
- Scotland Garden Open Day – we were fortunate to be the nominated beneficiary charity of the Bonnington House Garden Open Day - grateful thanks are due to Robert and Nicky Wilson for nominating Prostate Scotland;
- The Arfur Hill Run in Fife and the Ceres 5 Mile Road Race for nominating us to be the charity for these runs;
- Fife Fabrications Charity Golf Day for having raised £600
- Chris Igoe from the St Mary Newbattle Lodge for organising a Golf day and fundraising evening raising £6,000;
- The Provincial Grand Lodge of Ross and Cromarty organised fundraising initiatives including a round-the-province cycle ride – raising £11k;
- Fourteen Rotary clubs across Scotland who took part in the Rotary Ride for Prostate Cancer, raising over £6,400;
- Jim Thomas and Davie Ramsay from Perthshire who raised over £3,300 from a cycle ride linking up the 17 lodges in Perthshire;
- Mark and Iain Scoular for raising awareness and funds of £1,130 at motorsport events;
- Over £2,600 from the auction of two prize sheep by Robert and Hazel McNee at the Scottish Sheep Association Auction, which was then matched funded by a further £1,000 by the National ScotSheep Association;
- Lanarkshire Golf Association for their charity partnership and donation of £1,000
- Members of Tulliallan Golf Club for raising £1,540
- The Gentle Giant Mighty Hikers and supporters from the village of Forth in Lanarkshire, who raised further funds during the year to bring their total raised in aid of our work over two years to over £21,000.

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 2022

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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 £447,207 (2021 £289,055). Donations, grants, legacies and Gift Aid made up £442,491 (2021 £284,716). Thanks to the generosity of supporters, a strong fundraising programme, higher legacy income and prudent cost control, the financial impact on the pandemic on the charity with the cancellation of fundraising events in the first half of the year was minimised and a surplus of £58,816 was generated.

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 £17,000. Expenditure for the year was £338,000 (2021 £267,525). 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 an increase in expenditure on fundraising, reflecting the growth increase in the fundraising programme with the opening up of events in the second half of the year following the pandemic. Expenditure of £69,635 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. With respect to 2022 income, 15.6% went on fundraising - equivalent to 20.6% of expenditure. In regard to expenditure in the year, 13.4% of total income was spent on support and governance costs, representing 17.8% of total expenditure. Expenditure on administration remains low, maintaining cost effectiveness.

Key areas of expenditure in 2023 are expected to be:

- Taking forward and further expanding and developing the COMPASS support services
- Scotland-wide advice and Information work, in particular developing additional materials and publications;
- Awareness activities to improve public understanding of prostatic disease and encourage early diagnosis;
- Taking forward further research into services and treatment provision for prostate disease across Scotland particularly taking forward a project into BPH;
- The development of new care and support packs (PROSPACKS) for men undergoing treatment for prostate cancer and access to surgery;
- New IT support and supporter relations software including the purchase of a new database

### 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. Due to the economic situation the investment portfolio saw a decrease by the year end of £50,391.

### 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, has a policy of aiming to maintain 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 £93,848, towards the robotic assisted training fund, £39,000 towards information and advice provision, £40,000 towards research work, £40,000 towards prostate awareness activity, and £65,000 for future COMPASS services.

# PROSTATE SCOTLAND

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

### FOR THE YEAR ENDED 31 DECEMBER 2022

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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, 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 and invested in new legacy and wills materials;
- Covid -19 had an impact on Prostate Scotland's income as the lockdown, restrictions and social distancing measures 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 was to reduce the charity's income from donations and to impact on the methods of programme delivery. Mitigations were put in place especially a programme of virtual events as well as digital/remote programmes of service delivery were introduced. Post pandemic, some elements of the remote services have been retained where they have long term benefits.
- The charity has been successful in developing its services for men with prostate cancer and disease and their families and profile and raising the funds to introduce new services. Plans are being developed to ensure future sustainability of those services;
- Demand for the charity's services could begin to exceed resource capacity. Demand for materials from the charity is rising and in some cases the pandemic has led to people's expectations of the charity changing with higher demand for information or support or for communication and support over fundraising. A number of plans to increase awareness and support services and measures to increase the amount of materials and support services were put in place in 2022. These will be kept under review.

#### Future Plans

The charity's Trustee Board discussed and reviewed progress as well as future activity at its meetings in September and November 2022. The charity has prioritised the following key objectives for the charity going forward for 2023:

- Keeping a focus on taking forward the charity's activities 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 with a further initiative in the field of exercise provision, as well as further Living well with prostate cancer courses and One-to-One support services in a wider number of areas across Scotland, 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 digital materials;
- Developing and extending the charity's fundraising activity, and fundraising base as well as continuing to place emphasis on communication with supporters;
- Taking forward targeted awareness action about prostate disease, including on early detection;
- Further development of policy awareness and inclusion of prostate issues in national health/public policy including on BPH;
- Aiming to develop a support and care packs for men being treated for prostate cancer;
- Taking forward and widening the training fund for robotic surgery in Scotland as well as to other prostate cancer treatments.

# PROSTATE SCOTLAND

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

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### Acknowledgements

The trustees would like to place on record their thanks to the supporters, donors, charitable trusts and to the Grand Lodge of Scotland and the Rotary clubs and the many supporters undertaking fundraising activity for their generous support during the year. Thanks are also due to the clinicians for their extraordinary effort to support patients during the pandemic and going forward. 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.

#### 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 £1,631 were received from trustees or companies where directorships are held.

#### 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 have actively taken steps to mitigate the impact the pandemic may have 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 2022

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#### 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.

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

*Mary Hallam*

**Mrs M Hallam**

Trustee

Dated: 29 May 2023



# 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 2022, which are set out on pages 15 to 31.

### **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: 29 May 2023

# PROSTATE SCOTLAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

### Current financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Donations and legacies	2	442,491	-	442,491	284,716
Investments	3	4,716	-	4,716	4,339
<b>Total income</b>		447,207	-	447,207	289,055
<b>Expenditure on:</b>					
Raising funds	4	69,635	-	69,635	49,231
Charitable activities	5	187,258	81,107	268,365	218,294
<b>Total expenditure</b>		256,893	81,107	338,000	267,525
Net gains/(losses) on investments	9	(50,391)	-	(50,391)	9,369
<b>Net movement in funds</b>		139,923	(81,107)	58,816	30,899
Fund balances at 1 January 2022		677,850	409,776	1,087,626	1,056,727
<b>Fund balances at 31 December 2022</b>		817,773	328,669	1,146,442	1,087,626

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 2022**

**Prior financial year**

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<b><u>Income from:</u></b>				
Donations and legacies	2	284,716	-	284,716
Investments	3	4,339	-	4,339
<b>Total income</b>		289,055	-	289,055
<b><u>Expenditure on:</u></b>				
Raising funds	4	49,231	-	49,231
Charitable activities	5	151,400	66,894	218,294
<b>Total expenditure</b>		200,631	66,894	267,525
Net gains/(losses) on investments	9	9,369	-	9,369
<b>Net movement in funds</b>		97,793	(66,894)	30,899
Fund balances at 1 January 2021		580,057	476,670	1,056,727
<b>Fund balances at 31 December 2021</b>		677,850	409,776	1,087,626

# PROSTATE SCOTLAND

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets	11		-		1,145
Tangible assets	12		1,605		2,053
Investments	13		298,935		259,326
			<u>300,540</u>		<u>262,524</u>
<b>Current assets</b>					
Debtors	14	8,166		8,106	
Cash at bank and in hand		880,085		829,358	
		<u>888,251</u>		<u>837,464</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(42,349)</u>		<u>(12,362)</u>	
Net current assets			<u>845,902</u>		<u>825,102</u>
<b>Total assets less current liabilities</b>			<u><u>1,146,442</u></u>		<u><u>1,087,626</u></u>
<b>Income funds</b>					
Restricted funds	17		328,669		409,776
Unrestricted funds	18		817,773		677,850
			<u>1,146,442</u>		<u>1,087,626</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 2022.

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.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 29 May 2023

*Mary Hallam*

Mrs M Hallam  
Trustee

Company registration number SC306268

# PROSTATE SCOTLAND

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

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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 2022

#### 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 2022

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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 2022

### 2 Donations and legacies

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
Donations and gifts	371,261	284,716
Legacies receivable	71,230	-
	<u>442,491</u>	<u>284,716</u>
	<u><u>442,491</u></u>	<u><u>284,716</u></u>

### 3 Investments

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
Income from listed investments	3,848	2,359
Interest receivable	868	1,980
	<u>4,716</u>	<u>4,339</u>
	<u><u>4,716</u></u>	<u><u>4,339</u></u>

### 4 Raising funds

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	27,900	14,932
Staff costs	41,735	34,299
	<u>69,635</u>	<u>49,231</u>
Fundraising and publicity	69,635	49,231
	<u><u>69,635</u></u>	<u><u>49,231</u></u>



# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 5 Charitable activities

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
Staff costs	58,877	28,743	87,620	86,856
Depreciation and impairment	2,549	192	2,741	6,116
Rent	16,690	4,259	20,949	18,793
Heat & light & phones	6,484	135	6,619	5,546
Promotional & awareness material	22,647	2,347	24,994	12,491
Courses & service provision	654	11,870	12,524	20,673
Printing & stationery	6,270	1,577	7,847	2,033
Maintenance	8,481	95	8,576	5,372
Travel & subsistence	683	1,481	2,164	221
Subscriptions	630	-	630	902
Sundry	1,094	127	1,221	390
Employee costs	1,683	801	2,484	-
Legal & professional costs	6,504	2,609	9,113	2,680
Venue costs	1,064	-	1,064	-
Prostate FFIT costs	-	19,694	19,694	-
	<u>134,310</u>	<u>73,930</u>	<u>208,240</u>	<u>162,073</u>
Share of support costs (see note 6)	42,860	6,404	49,264	50,160
Share of governance costs (see note 6)	10,088	773	10,861	6,061
	<u>187,258</u>	<u>81,107</u>	<u>268,365</u>	<u>218,294</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 5 Charitable activities

(Continued)

For the year ended 31 December 2021

	Unrestricted funds £	Restricted funds £	Total 2021 £
Staff costs	53,829	33,027	86,856
Depreciation and impairment	5,924	192	6,116
Rent	15,034	3,759	18,793
Heat & light & phones	4,591	955	5,546
Promotional & awareness material	12,391	100	12,491
Courses & service provision	1,628	19,045	20,673
Printing & stationery	1,610	423	2,033
Maintenance	5,372	-	5,372
Travel & subsistence	221	-	221
Subscriptions	902	-	902
Sundry	390	-	390
Legal & professional costs	-	2,680	2,680
	<u>101,892</u>	<u>60,181</u>	<u>162,073</u>
Share of support costs (see note 6)	43,447	6,713	50,160
Share of governance costs (see note 6)	6,061	-	6,061
	<u>151,400</u>	<u>66,894</u>	<u>218,294</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 6 Support costs

	Support costs £	Governance costs £	2022 £	Basis of allocation
Staff costs	49,264	-	49,264	Allocated on time
Accountancy	-	4,914	4,914	Governance
Legal and professional	-	5,947	5,947	Governance
	<u>49,264</u>	<u>10,861</u>	<u>60,125</u>	
Analysed between Charitable activities	<u>49,264</u>	<u>10,861</u>	<u>60,125</u>	

#### For the year ended 31 December 2021

	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>50,160</u>	<u>6,061</u>	<u>56,221</u>	

#### 7 Trustees

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

#### 8 Employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
<u>6</u>	<u>6</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

<b>8 Employees</b>	<b>(Continued)</b>	
<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	162,405	156,347
Social security costs	10,690	10,277
Other pension costs	5,524	4,691
	<u>178,619</u>	<u>171,315</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 £52,973 (2021 - £50,436).

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

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

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Revaluation of investments	(50,391)	9,369
	<u>(50,391)</u>	<u>9,369</u>

### 10 Corporation Tax

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

### 11 Intangible fixed assets

	<b>Website</b>
	<b>£</b>
<b>Cost</b>	
At 1 January 2022 and 31 December 2022	87,752
<b>Amortisation and impairment</b>	
At 1 January 2022	86,607
Amortisation charged for the year	1,145
At 31 December 2022	87,752
<b>Carrying amount</b>	
At 31 December 2022	-
At 31 December 2021	1,145

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 12 Tangible fixed assets

	Fixtures, fittings & equipment £	Computers £	Total £
<b>Cost</b>			
At 1 January 2022	11,024	10,941	21,965
Additions	-	1,149	1,149
At 31 December 2022	<u>11,024</u>	<u>12,090</u>	<u>23,114</u>
<b>Depreciation and impairment</b>			
At 1 January 2022	10,949	8,963	19,912
Depreciation charged in the year	75	1,522	1,597
At 31 December 2022	<u>11,024</u>	<u>10,485</u>	<u>21,509</u>
<b>Carrying amount</b>			
At 31 December 2022	<u>-</u>	<u>1,605</u>	<u>1,605</u>
At 31 December 2021	<u>75</u>	<u>1,978</u>	<u>2,053</u>

#### 13 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2022	259,326
Additions	90,000
Valuation changes	(50,391)
At 31 December 2022	<u>298,935</u>
<b>Carrying amount</b>	
At 31 December 2022	<u>298,935</u>
At 31 December 2021	<u>259,326</u>

#### 14 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Other debtors	491	406
Prepayments and accrued income	7,675	7,700
	<u>8,166</u>	<u>8,106</u>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

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

	2022	2021
	£	£
Trade creditors	26,244	3,197
Other creditors	2,247	68
Accruals and deferred income	13,858	9,097
	<u>42,349</u>	<u>12,362</u>

### 16 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 £5,524 (2021 - £4,691).

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 17 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 2022
	Balance at 1 January 2022	Incoming resources	Resources expended	
	£	£	£	£
Robot Appeal	6,655	-	-	6,655
Healthy Living & Exercise	923	-	(351)	572
COMPASS	402,198	-	(80,756)	321,442
	<u>409,776</u>	<u>-</u>	<u>(81,107)</u>	<u>328,669</u>

	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>

#### 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 2022

#### 18 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 2022
	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers	Revaluations, gains and losses	
	£	£	£	£	£	£
General Fund	436,060	446,977	(158,259)	(161,489)	(50,391)	512,898
Designated Information and Advice Fund	39,000	-	(67,100)	67,256	-	39,156
Designated Prostate Disease Services and Research Fund	44,316	230	(2,675)	-	-	41,871
Designated Prostate Awareness Fund	40,000	-	(28,859)	28,859	-	40,000
Designated Robotic Surgery Appeal Fund	93,474	-	-	374	-	93,848
Designated Legacy Project Fund	25,000	-	-	-	-	25,000
Designated COMPASS Future Fund	-	-	-	65,000	-	65,000
	<u>677,850</u>	<u>447,207</u>	<u>(256,893)</u>	<u>-</u>	<u>(50,391)</u>	<u>817,773</u>

#### For the year ended 31 December 2021

	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
	<u>25,000</u>	<u>-</u>	<u>(1,636)</u>	<u>1,636</u>	<u>-</u>	<u>25,000</u>
	<u>580,057</u>	<u>289,055</u>	<u>(200,631)</u>	<u>-</u>	<u>9,369</u>	<u>677,850</u>



# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 19 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 December 2022 are represented by:			
Tangible assets	1,556	49	1,605
Investments	298,935	-	298,935
Current assets/(liabilities)	517,282	328,620	845,902
	<u>817,773</u>	<u>328,669</u>	<u>1,146,442</u>

### For the year ended 31 December 2021

	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>

# PROSTATE SCOTLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 20 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:

	2022 £	2021 £
Within one year	11,700	11,700
Between two and five years	7,313	19,013
	<u>19,013</u>	<u>30,713</u>

#### 21 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 £1,631 (2021: £2,550) were received from trustees or companies of which a trustee is a director.