REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE PERIOD 6 APRIL 2014 TO 31 MARCH 2015 FOR

CYSWLLT CONTACT LIMITED

O'Brien & Partners
Chartered Accountants
Highdale House
7 Centre Court
Treforest Industrial Estate
Pontypridd
Rhondda Cynon Taff
CF37 5YR



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REPORT OF THE TRUSTEES for the Period 6 April 2014 to 31 March 2015

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period 6 April 2014 to 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03061079 (England and Wales)

Registered Charity number

1047945

Registered office

25 North Parade Aberystwyth Ceredigion SY23 2JN

Trustees

W M Crockett A Kenny D Isenburg Miss S Jones-Davies Professor A H Clark D Lucas Mrs C M Moyle

- appointed 10.6.14 - resigned 8.9.14

Company Secretary

W M Crockett

B Williams

Independent examiner

Gareth Francis
FCCA
O'Brien & Partners
Chartered Accountants
Highdale House
7 Centre Court
Treforest Industrial Estate
Pontypridd
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EVENTS SINCE THE END OF THE PERIOD

Information relating to events since the end of the period is given in the notes to the financial statements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REPORT OF THE TRUSTEES for the Period 6 April 2014 to 31 March 2015

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity is constituted as a Company limited by guarantee, and is governed by memorandum and articles of association.

The trustees, who are also the directors, meet every two months. The trustees of the charity also comprise its membership. Trustees are appointed by the existing board at each annual general meeting, being proposed by members. One third of the trustees retire by rotation at each annual general meeting (AGM). When a trustee resigns they also resign as a member. The trustees, who served during the year and up to the date of this report, are as stated on the information page.

Trustee vacancies and additional appointments may be made by the trustees, such trustees holding office only until the next following AGM.

Day-to-day management of the charity is delegated to the Director, and the management team, who attend and present to the trustees at the bi-monthly meetings.

The principal activities of the charity are to:

- 1. Advise and assist persons with alcohol or drug related problems, or connected personal problems associated in overcoming those problems.
- 2. Assist the families and dependents of such persons.
- 3. Advance the education of the general public with regard to the misuse of drugs, alcohol and other substances.

Public benefit

Our main activities and who we try and help are explained below. All our charitable activities focus on the prevention and treatment of addiction and are undertaken to further our charitable purposes for the public benefit. The trustees have had regard to Charity Commission guidance on public benefit, we endeavour to meet the needs of largely rural communities here in Wales and provide services covering the Dyfed Powys region.

REPORT OF THE TRUSTEES for the Period 6 April 2014 to 31 March 2015

OBJECTIVES AND ACTIVITIES Staff Developments

During the year 2014 to 2015 Cyswllt Contact gained and lost members of staff all of whom played an influential part in the organisation. These were:

Adam Weston
Catherine Moyle
Tina Powell
Kathryn Horton
Catherine Edwards
Paul Murray
Sally Woodroffe
Dave Knight
Gemma Lockwood

Cyswllt Contact would like to thank all of these staff members for their hard work and contribution towards the cause we serve. There was also a substantial number of volunteers who played a significant role in delivering the ESF funded Community Outreach project.

We welcomed three new members to our team who are already playing vital roles in delivering the services we pride ourselves on. These are:

Joanna Petty (Listen In Development Officer) Simon Frith (Change Step Peer Mentor) Sophie Jones (Young Persons Case Worker)

An expression of gratitude was sent to Board member Brian Williams who resigned during the year and the Board warmly welcomed Catherine Moyle.

At the end of March 2015 the business and staff of Cyswllt Contact were transferred to Drugaid Cymru as part of a legal merger.

Cyswllt Contact Services

The services delivered by Cyswllt Contact during 14/15 were

Substance Misuse Drop-in Centres (Aberystwyth and Cardigan)

Veterans Drop-in Centre in Haverfordwest

Veterans Drop-in Centre Aberystwyth (in association with Aberystwyth Veterans)

Adult Drug and Alcohol Awareness Programme

Adult Drug and Alcohol Structured Counselling

Adult Drug and Alcohol Community Rehabilitation and Aftercare

Naloxone (delivered in partnership with NHS Community Drug & Alcohol Team)

Floating Support

Eating Disorders Recovery Programme (until June 2014)

Community Outreach for Drugs and Alcohol in Dyfed (until June 2014)

Choices West Service for Young People (in partnership with Drugaid)

Change Step Peer Mentoring Project in West Wales

Listen In Project in West Wales (from March 2015)

REPORT OF THE TRUSTEES for the Period 6 April 2014 to 31 March 2015

ACHIEVEMENT AND PERFORMANCE Charitable activities Adult Drug and Alcohol Treatment Services

Cyswllt Contact is funded by the Welsh Government Substance Misuse Action Fund to deliver harm reduction interventions for drugs and alcohol for adult service users in Ceredigion. Cyswllt Contact services compliment each other and in turn compliment the services delivered by the other members of the Ceredigion Drug and Alcohol Partnership; Prism Ymlaen and Drug Interventions Programme, Ceredigion Community Drug and Alcohol Team and Ceredigion County Council Substance Misuse Team. During this year Cyswllt Contact added dry spot blood testing for blood bourne viruses to the services being offered.

During the year 14/15 Cyswllt Contact delivered 229 unified assessments (gateway to less structured services) and of these 54 attended the Drug and Alcohol Awareness Programme. 52 core assessments (gateway to structured services) were delivered with 25 service users attending the abstinence based Community Rehab Programme, 27 attending the Aftercare programme and 32 attending the evening abstinence group EAGER. 97 service users accessed one to one structured counselling. Cyswllt Contact also administrated the Welsh Government funded Naloxone programme with 40 service users being prescribed during the year.

Cyswllt Contact continued to do well against the Welsh Government Performance Indicators with all KPI's within the acceptable criteria of 90% or above. We increased the number of service users who engaged with services between assessment and planned ending of treatment; we achieved a waiting time of not more than 20 working days between referral and treatment; and we achieved the required percentage of cases closed as treatment completed.

During the year service users returned to employment, re-gained custody of their children, achieved sustainable abstinence, found accommodation and entered volunteering.

Floating Support Project

The floating support project specialises in preventing homelessness by helping people to develop their independent living skills. Support is provided for a wide range of issues including managing finances, finding or sustaining suitable accommodation and improving health and well-being. Support is offered through one to one sessions in people's homes or in multi-agency centres and all information is treated with confidence. There are an average of 32 support places available on caseload throughout the year. During the year the floating support project received 111 referrals and worked with a total of 69 service users, 45% of whom were living in North Ceredigion, 35% in the south and 20% from mid county. Mid year there was an expected 35% cut to Supporting People funding resulting in a re-structuring of delivery. It is to the credit of the team leader and case workers that the level of front line service was maintained to service users during this period of change.

One service user wrote: "I had this problem for two years, not understanding why I have to go and not knowing what is going to happen at the end of it. Nobody could explain it to me. But my support worker listened and got to the bottom of it. I was very grateful for all the help I got".

Eating Disorder Recovery Programme

The Cyswllt Contact Eating Disorder Recovery Programme, and Family Programme, came to the end of its two years of Comic Relief funding in June 2015. During the two years service users attended group programmes (75%) and one to one counselling sessions (57%) with 57% of those registering for the service completing treatment. Of those surveyed 100% rated the programme as either very good or excellent and 100% reported that there had been no negative outcomes from attending the programme.

Community Outreach Project for Drugs and Alcohol

The ESF funded WCVA Engagement Gateway project to deliver assertive outreach across Dyfed and to support people to move closer to employment came to an end in June 2015. The project commenced delivery in August 2013 and during the eleven months of its operation it registered a total of 93 participants across the three counties who gained full or part qualifications and entered volunteering, employment or further learning. The project achieved 81% of the target for full or part qualifications, 117% for those entering further learning or education, 25% entering employment, 24% entering volunteering and 67% other positive outcomes.

REPORT OF THE TRUSTEES for the Period 6 April 2014 to 31 March 2015

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Choices West Service for Young People (in partnership with Drugaid)

Cyswllt Contact continued to work in partnership with the Drugaid led drugs and alcohol service for young people in Dyfed. This service works with young people using substances and wanting support, with friends and family, regardless of whether the young person is in treatment, and with young people who are affected by others' substance misuse. This project continues until September 2016.

Change Step Peer Mentoring Project

Cyswllt Contact continued to deliver the Change Step peer mentoring project for veterans in West Wales on behalf of CAIS and Drugs and Alcohol Charities Wales (DACW).

The service is for military veterans, and others with post-traumatic stress disorder (PTSD), who wish to make positive changes in their lives. The service in West Wales is delivered by a team of three peer mentors and one administrator, based in the Cyswllt Contact managed centre in Cardigan. It supports those seeking help for problems encountered as a result of military or operational duty. The service offers peer support, training opportunities and signposting to relevant health and welfare services. With funding from LIBOR and the Waterloo Foundation the service is funded until January 2016

During 14/15 there were 50 participants of whom 28% entered volunteering, 6% entered employment and 76% received other positive outcomes. A monthly fishing group was launched in January 2015 and in the early spring there was a woodland clearance project in Lampeter. The training department delivered Agored Cymru Peer Mentoring quality assured lifelong learning units to both the paid staff and volunteers.

At the end of 14/15 Cyswllt Contact gained an additional contract from CAIS for the Listen In service, a peer mentoring service for concerned others and families of military veterans. The Change Step and Listen In services were re-structured to be delivered by a Listen In Development Officer who line manages a team of three paid mentors.

FINANCIAL REVIEW

Reserves policy

At 31 March 2015 the unrestricted reserves stood £75,260. This is an increase of £110 on the previous financial year and is considered sufficient for Cyswllt Contact Limited to meet all its financial liabilities during the period that will lead to the merger of its activities with Drugaid.

Financial Position

During the financial year it became clear that the continued viability of Cyswllt Contact was threatened by the lack of contracts for which a small organisation could tender. After careful consideration of the options available, the trustees decided at an Extraordinary General Meeting on 10th December 2015 to agree to the proposal of Drugaid Cymru that we should merge with their organisation. Following due legal process, the deed of transfer was signed on 31st March 2015. However, the legal transfer of the property at No.39, St. Mary St, Cardigan is still in progress and the final transfer of financial assets will take place when this is complete.

Policies and Financial management

- The trustees are empowered by the Articles of Association to invest the funds of the Charity as they see fit. Any funds not required for immediate expenditure are placed in a separate bank account until required.
- The trustees confirm that they have identified major risks to which the charity is exposed and have established systems to mitigate these risks.
- All policies and procedures are annually reviewed to ensure they meet the needs of the charity.

Approved by order of the board of trustees on 22.12.15 and signed on its behalf by:

WM. Coochett
WM Crockett - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CYSWLLT CONTACT LIMITED (REGISTERED NUMBER: 03061079)

I report on the accounts for the period 6 April 2014 to 31 March 2015 set out on pages seven to thirteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of FCCA.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

G. Francis.

Gareth Francis
FCCA
O'Brien & Partners
Chartered Accountants
Highdale House
7 Centre Court
Treforest Industrial Estate
Pontypridd
Rhondda Cynon Taff
CF37 5YR

Date: 04 Joney 2016.

STATEMENT OF FINANCIAL ACTIVITIES for the Period 6 April 2014 to 31 March 2015

	Notes	Unrestricted funds	Restricted fund £	Period 6.4.14 to 31.3.15 Total funds £	Year Ended 5.4.14 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		126,778	7,990	134,768	121,113
Investment income	2	152	-	152	. 129
Incoming resources from charitable activities					
Grants and contracts with public bodies		265,833	27,271	293,104	640,520
Total incoming resources		392,763	35,261	428,024	761,762
RESOURCES EXPENDED Charitable activities Grants and contracts with public bodies		369,702	24,976	394,678	741,513
Governance costs		22,951	, <u>-</u>	22,951	12,527
					
Total resources expended		392,653	24,976	417,629	754,040
NET INCOMING RESOURCES		110	10,285	10,395	7,722
RECONCILIATION OF FUNDS					
Total funds brought forward		75,150	919,185	994,335	986,613
TOTAL FUNDS CARRIED FORWARD		75,260	929,470	1,004,730	994,335

BALANCE SHEET At 31 March 2015

	· ·	Unrestricted funds	Restricted fund	31.3.15 Total funds	5.4.14 Total funds
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	6	1,280	798,350	799,630	817,470
CURRENT ASSETS					
Debtors	7	198,121	-	198,121	365,791
Cash at bank		81,745	131,120	212,865	108,445
		279,866	131,120	410,986	474,236
CREDITORS Amounts falling due within one year	8	(205,886)	-	(205,886)	(297,371)
·		, , ,		, , ,	
NET CURRENT ASSETS		73,980	131,120	205,100	176,865
TOTAL ACCRES LEGS CURRENT					
TOTAL ASSETS LESS CURRENT LIABILITIES		75,260	929,470	1,004,730	994,335
NET ASSETS		75,260	929,470	1,004,730	994,335
					•
FUNDS	9			75.260	75 150
Unrestricted funds Restricted funds	•			75,260 929,470 ———	75,150 919,185
TOTAL FUNDS				1,004,730	994,335

BALANCE SHEET - CONTINUED At 31 March 2015

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the period ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on .22.12.15 and were signed on its behalf by:

W M Crockett -Trustee

WY. Crackett

Notes to the Financial Statements for the Period 6 April 2014 to 31 March 2015

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, including grants for the purchase of fixed assets, donations and gifts and is included in full in the statement of financial activities when receivable. Grants provided for use in a specific period are recognised in that period. Other grants are recognised when the charity becomes unconditionally entitled to grant.

Donated services and facilities are included at the value of the charity where this can be quantified. The value of training time provided to clients by other agencies is quantified on the basis of teaching hours provided. The value of services provided by volunteers has not been included.

The charity commissions certain services from other agencies on behalf of its clients. Where these services are funded by a third party and paid in cash by the third party directly to the commissioned agency, the value of these services are not included in the charity's accounts.

Income raised to fund the budgeted expenditure of future periods is treated as deferred income in the current period.

Income from investments is included in the year in which it is receivable.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds compromise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis as described in Note 8.

Where the administrative burden of identifying particular support costs to be charged to a restricted fund is too onerous then these are charged in total to the restricted fund.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful

Land and buildings
Plant and machinery etc

- 2% on cost

etc

- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Period 6 April 2014 to 31 March 2015

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	Period	
	6.4.14	
	to	Year Ended
	31.3.15	5.4.14
	£	£
Bank interest receivable	152	129
		====

3. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

Period	
6.4.14	
to	Year Ended
31.3.15	5.4.14
£	£
17,840	32,512

Depreciation - owned assets

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2015 nor for the year ended 5 April 2014.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31 March 2015 nor for the year ended 5 April 2014.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Period 6 April 2014 to 31 March 2015

5. STAFF COSTS

6.

7.

Wages and salaries Social security costs Other pension costs		Period 6.4.14 to 31.3.15 £ 251,064 14,326 2,888	Year Ended 5.4.14 £ 427,549 24,711 16,933 469,193
The average monthly number of employees during the pe	riod was as follows:		
Chief executive Programme activities Administration and support	Tod was as follows.	Period 6.4.14 to 31.3.15 1 0 4	Year Ended 5.4.14 1 23 5 29
No employees received emoluments in excess of £60,000	•		
TANGIBLE FIXED ASSETS			
COST	Land and buildings £	Plant and machinery etc £	Totals £
At 6 April 2014 and 31 March 2015	849,308	108,687	957,995
DEPRECIATION At 6 April 2014 Charge for year At 31 March 2015	33,972 16,986 50,958	106,553 854 107,407	140,525 17,840 158,365
NET BOOK VALUE At 31 March 2015 At 5 April 2014	798,350 ————————————————————————————————————	1,280 ====================================	799,630 817,470
•	= -,		
DEBTORS: AMOUNTS FALLING DUE WITHIN O	NE YEAR		
Trade debtors Other debtors		31.3.15 £ 5,591 192,530 198,121	5.4.14 £ 105,804 259,987 365,791

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Period 6 April 2014 to 31 March 2015

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.3.15	5.4.14
£	£
-	34,089
9,588	29,094
4,439	-
191,859	234,188
205,886	297,371
	£ 9,588 4,439 191,859 205,886

9. MOVEMENT IN FUNDS

	At 6.4.14 £	Net movement in funds £	Transfers between funds £	At 31.3.15
Unrestricted funds				
General fund	73,016	110	2,134	75,260
Fixed Asset Reserve	2,134		(2,134)	
	75,150	110	-	75,260
Restricted funds Restricted	919,185	10,285	-	929,470
TOTAL FUNDS	994,335	10,395	-	1,004,730

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	392,763	(392,653)	110
Restricted funds Restricted	35,261	(24,976)	10,285
TOTAL FUNDS	428,024	(417,629) =====	10,395

10. POST BALANCE SHEET EVENTS

On 31 March 2015 Cyswllt Contact Limited entered into a Deed of Transfer with South Wales Association for Prevention of Addiction Limited. The deed states that certain assets of Cyswllt Contact Limited are to be transferred post year end to the company, including any positive residual reserves. Certain aspects of the deed have yet to be concluded therefore the transaction is delayed post year end.