Registered number: SC079520 Charity Number: SC005754

# ST. ANDREWS CHILDREN'S SOCIETY LIMITED (A Company Limited by Guarantee)

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

**Scottish Charity Number: SC005754** 



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#### Trustees

Mr Robert Hilton Swift CQSW MSc, Chair (from 26 January 2021)
Mr Innes Begg Ledingham, BCom A, Vice Chair
Ms Kirsty Fergusson, BA, FCCA, Treasurer
Ms Katherine Barton (appointed 15 March 2022)
Mrs Celia Borland, BA, Dip SW
Mr Donald Canavan (appointed 16 November 2021)
Mrs Anne Hampton, MA, Dip Soc Admin, Dip SW
Hon Lord Minginish (Roderick John MacLeod KC)
Mr Keith Saddler (appointed 16 November 2021)

One third of the members of the Committee retire at each Annual General Meeting and are eligible for re-election.

### Senior management team

Stephen Small, CEO
Charlie Egan, Service Manager
Rita Grant, Service Manager
Tracey Turnbull, Service Manager
Debbie McDonald, Service Manager
Claire McMahon, Office Manager

### Company registered number

SC079520

### **Charity registered number**

SC005754

### **Registered office and Principal address**

7 John's Place Edinburgh EH6 7EL

#### **Auditor**

Geoghegans Chartered Accountants 6 St Colme Street Edinburgh EH3 6AD

#### **Bankers**

Bank of Scotland 43 Comely Bank Edinburgh EH4 1AF

#### **Solicitors**

Burness Paul 120 Bothwell Street Glasgow G2 7JL

### **Investment Managers**

Brewin Dolphin Sixth Floor, Atria One, 144 Morrison Street Edinburgh EH3 8BR

## TRUSTEES' REPORT For the Year Ended 31 March 2022

The Trustees, who are also directors of the charitable company for the purposes of company law, present their annual report together with the audited financial statements of the charitable company for the year 1 April 2021 to 31 March 2022. The Annual Report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

### **Objectives and activities**

### Policies and objectives

We seek to promote the wellbeing and care of children and families by the provision of adoption and fostering services. The number of children needing new families does not reduce, so we continue to prepare and support as many families as we can for these children. We are glad to say that numbers of enquiries and adoption applications continue at a good level, and we are confident that our staff team can continue to provide the excellent service for which we are known. People who apply to us to adopt or foster and those who receive a service from our adoption support and counselling services continue to be fulsome in their praise of the professionalism and genuine care shown to them by our staff. We continue to maintain a settled and dedicated staff team.

While recruitment of adopters has continued at a steady level across both our office in Edinburgh and Aberdeen in the year under review, we are still struggling to recruit foster carers who will take children on a longer term or permanent basis. We are mindful that we must maintain our strategy to recruit foster carers since the demand for such placements is high.

We have continued to collaborate with West Lothian Council on Concurrent Planning, while the numbers of children placed in this way are small, the impact on children, whose early life is not characterised by changes of primary care givers is huge. We are always open to considering similar relationships with other councils.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

### Objectives and activities (continued)

#### Adoption

Adoption continues to be our main area of service. An adoptive home is required for a child when they are unable to be safely cared for in their birth family. Issues of disadvantage and family dysfunction feature in the lives of children who need these adoptive homes and the impact this has on a child can be far reaching and long lasting. This requires us to focus on recruitment of adopters for all children but with a special focus on those who are regarded as harder to place in Scotland sibling groups, children with complex needs and children over 5 years of age.

#### **Adoption Support**

The Society has a clear and unequivocal commitment to supporting adoptive families throughout the lifetime of any child placed. We have traditionally provided core adoption support services to all our families who need them, and this is largely funded through voluntary income. For families who have more complex and challenging needs we attempt to work collaboratively with our colleagues in local authorities, other voluntary agencies and with health and education staff.

#### **Concurrent Care**

Whilst we have been able to recruit carers for this complex and challenging task, there have been few children and families identified by West Lothian who are deemed to be appropriate for the intensive assessment that this kind of placement requires. We will continue to work with West Lothian in partnership to meet the early permanency needs of the small number of young children whose needs would be best met through a concurrency model.

#### **Foster Care**

We provide a permanent foster care service predominantly for children who will not be returning to their birth family but for whom adoption is not appropriate. We provide a small number of placements on an emergency/short term basis as well as respite foster carers for children (with additional needs mainly) whose permanent home is elsewhere.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

Objectives and activities (continued)

Strategies for achieving objectives

#### Adoption

Recruitment of Adopters - we consider how we can increase the numbers of prospective adopters who choose to be assessed through this agency as part of a growth strategy. We also consider ways by which we can approve families as quickly as possible while adhering to National Adoption Standards and not compromising on the quality of assessments. We explore the possibility of developing strategic partnerships with local authorities to recruiting adopters for Scotland's 'harder to place' children.

There are significant challenges with timely permanency planning in Scotland in areas of practice and crucially with regard to our Children's Hearing and courts systems. St. Andrew's plays a leading role in advocating for the best planning processes for children who need adoption. We lobby the Scottish Government for opportunities to help them to deliver on their commitments to improve the lives of children in our care system as outlined in the Scottish Independent Care Review Report published in 2020. Furthermore, we are fully committed to the Scottish Government initiative to "Keep the Promise" to care experienced children and young people.

#### **Adoption Support**

Funding the Service - we consider ways of funding the range of groups we now offer adopted children and their parents as well as developing a range of intervention methods that are designed to 'head off' later crises. Our fundraising is primarily focused on this area of our service.

Staffing - we work hard to develop the skills and expertise required of our staff to work effectively in this demanding area of work. Appropriate training opportunities are made available to staff to ensure this.

Working with other agencies - we work hard with local authority colleagues to ensure that adoptive families have access to whatever financial support is available to them.

Safebase© Therapeutic Parenting Programme - we consider how we can make this programme available to all the families with whom we place children regardless of whether we can attract funding from placing local authorities or not.

This course is now offered to all our adopters who have children placed.

# TRUSTEES' REPORT For the Year Ended 31 March 2022 (continued)

### Objectives and activities (continued)

#### **Concurrent Care**

Recruitment of sufficient numbers of concurrent carers - we work hard to ensure that our publicity material and preparation material emphasises concurrency as an important and viable option for those able to care for a child through foster care before adopting the child when that is the right thing.

Monitoring the criteria for referring children for concurrent care - we continue to work with West Lothian Councilto promote concurrent care for as many children as possible. We can help with this through a programme of collaborating in the provision of ongoing training for their practice team staff.

Offering more support to birth parents - we are awaiting the outcome of two Trust Fund applications to provide a meaningful level of support to birth parents during and after they have engaged in a concurrent care plan withtheir child.

While attempts, up to now, to engage in a concurrency partnership with local authorities other than West Lothian have been unsuccessful we continue to be open to developing this area of early permanency practice in other parts of Scotland.

#### **Foster Care**

Recruitment Strategy - we have built up expertise in managing and supporting long term/permanent foster care placements and we know that local authorities are more likely to use us for this kind of placement than other forms of foster care. We therefore continue to focus on our strategy for the recruitment of foster carers.

Charging for our Service - we need to agree a contract with client Councils that reflects our costs.

### **Key performance indicators**

- Number of enquiries from prospective adopters and foster carers.
- Number of prospective adopters and foster carers attending preparation groups.
- Number of assessments of prospective adopters and foster carers.
- Number of adopters and foster carers approved at panel.
- Number of children and their families receiving adoption support.
- Number of children placed in adoptive homes.
- Number of children placed in foster care placements.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

#### **Volunteers**

We use volunteers in a few specific areas as listed below:

#### **Board of Trustees**

The Board is made up entirely of volunteers who give of their time free of charge. They get no remuneration either by way of payment for time or expenses. Any training costs are met by the agency. All Trustees have Disclosure Scotland checks done.

### **Adoption & Foster Care Panels**

The Panel members come from very different backgrounds. Any training costs are met by the agency. Those panel members who are volunteers can claim reasonable travel expenses to attend meeting. All panel members have Disclosure checks done.

### **Preparation Groups**

We use adopters and foster carers within our preparation group programme. Since their role is simply to talk about their own experiences in the group we do not see it as necessary to do any further vetting of them. In the case of foster carers, they have Disclosure Scotland Checks completed every 2 years as part of our reviewing system. They can claim reasonable travel costs to attend these meetings.

### **Fund Raising**

From time to time, we have volunteers who raise funds for us and who work at "arms-length" from the Society and so are not privy to any confidential information and do not come into direct contact with children. No Disclosure checks are carried out on these volunteers.

#### Achievements and performance

The impact of a pandemic has been profound on all sectors of society but this year we saw a return to a semblance of normality. Our offices are fully operational again and workers are adjusting to a combination of office and home working and are back out visiting service users in their homes.

Our staff team have continued to operate with dedication and compassion and welcomed the return to a more normal work pattern again. We have continued to enjoy a healthy level of interest shown by people wishing to adopt a child and we have worked hard to respond to all of these in a timely way.

Even though we still face uncertain times in relation to the economy and how this impacts on people's lives, we know that we can adapt as necessary and remain focused on the potential our actions have to impact positively on the lives of children who have had adverse early life experiences.

# TRUSTEES' REPORT For the Year Ended 31 March 2022 (continued)

#### Achievements and performance (continued)

We have maintained a settled staff team again this year. We saw two staff retire in Edinburgh but have replaced them with two enthusiastic new team members who have fitted in well. In our Aberdeen office we are still looking to recruit another social worker. We have identified a new office building in the centre of the city and the team are looking forward to providing our services from a new base in the coming year.

Fundraising continues to be a key area of income which significantly helps to fund our adoption support services. Dan and Karen Docwra from The Docwra Partnership have worked closely with us so that they can target specific funding streams. The economic situation has impacted on trusts and grant making bodies and so we are having to work harder to be specific about what we seek funds for.

Thanks to Tara Mcgregor, our Head of Marketing we continue to promote our services imaginatively which we are sure has contributed to the increasing rise in interest in our services.

Our adoption support work does seem to be at a similar level year on year, but demand is only likely to increase as we place more children and become better at marketing our services.

Although we fell short of our target of 28 placements for the year, we were able to start the new financial year with a lot of placements that we had hoped might have been achieved in this year.

As our existing adopters get older and the children in their care become adults, our numbers of foster carers continue to drop, making our drive to recruit more foster carers all the more important.

### **Financial Review**

### Going concern

The Covid 19 pandemic developed rapidly in 2020, continuing to significantly affect operations and core working patterns into 2022. The charitable company continued to develop processes and procedures following the implementation of all the necessary hygiene, social distancing and Covid-19 changes, and reviewing legal changes by both UK and Scottish Governments. The Scottish Government lifted all legal restrictions on the 21 March 2022.

Since the start of this pandemic, the trustees have and continue to closely monitor the risks, challenges and opportunities ahead. The trustees consider the charitable company to be in a relatively strong position given the level of unrestricted reserves which are reflected in the Reserves Policy. The effects of this pandemic are continually monitored for operational and going concern implications for the charitable company post year end, and any going concern implications are noted in section 2.2 of accounting policies.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

### Financial review (continued)

### **Reserves policy**

The level of reserves is determined by balancing two objectives; maintaining sufficient reserves to enable us to carry on our work when faced with difficult circumstances, and ensuring we maximise the resources used for charitable purposes. Our reserves level therefore needs to be adequate to allow us to address potential losses that might arise from our charitable activities, investments and other activities. It also needs to give us sufficient time to adjust our strategy to meet changing circumstances without unnecessarily removing funds from addressing our charitable purposes.

The Board of Trustees assesses the risks the charitable company could be exposed to and the appropriate level of reserves that should be maintained. At 31 March 2022 the charitable company had total reserves of 1,783,796 (2021: £1,738,344) of which £61,623 (2021: £29,610) were restricted and could only be used for the purposes given, and £589,227 (2021: £606,198) were designated and mainly tied up in property which continues to be used to deliver its services. After excluding the pension reserve, this left unrestricted reserves of £1,132,946 (2021: £1,102,536) which was in line with the reserves policy. We continue to ensure that we hold at least six months operating costs in reserve.

### Material investments policy

The Trustees employ Brewin Dolphin Limited as investment managers of the portfolio on a discretionary basis. The investment objective is to maintain a diversified portfolio aiming for a balance between income and capital growth. There are no specific investment restrictions or limitations applied to the portfolio. The performance of the portfolio is compared against the APCIMS Balanced Index. The portfolio is monitored by the Trustees on a bi-annual basis.

### **Principal funding**

Our principal sources of funding are derived from our adoption, concurrent care and foster care services. Our voluntary, fundraising income helps largely to augment the funds we require to provide the array of adoption support services we provide.

#### Results for the year

As shown in the financial activities, there was net expenditure for the year of £141,548 (2021: £6,383) before the actuarial movement on the pension scheme, comprising deficits of £173,561 in unrestricted funds and surpluses of £32,013 in restricted funds. Despite COVID-19 the results have been encouraging with adoption placement numbers at 24 (2021: 27).

Fostering and respite fees have also declined to £337,878 (2021: £355,861). The employment of a part-time fundraiser continued during the year at a cost of £24,000 (2021: £24,000) and total grants and donations of £161,148 (2021: £139,615) were received. A further £75,000 (2021: £77,846) of COVID-19 specific awards was also received in the year.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

### Financial review (continued)

#### Results for the year (continued)

The net movement in funds highlights a £45,452 increase compared to £300,383 in the previous year. This results in total funds carried forward of £1,783,796 (2021: £1,738,344) of which £1,722,173 (2021: £1,708,734) is unrestricted and £61,623 (2021: £29,610) is restricted.

### Principal risks and uncertainties

While we are emerging from the Covid-19 crisis in good financial health, it is still clear that permanency plans for children, that were stalled as a result of working practices being affected by the Pandemic, are not being progressed as quickly as they should. This can result in adoption placements taking longer to achieve and this has a knock-on effect on our income potential.

We are also wary of the ongoing impact of Brexit on the economy and the future financial blow that may result from the war in Europe. While none of these things have a direct impact on our work, how it affects the lives of people who may be interested in adopting or fostering could have a bearing on our finances.

### Financial risk management objectives and policies

We have a prudent approach to financial management that has given us financial security (bank balance and investments) that has allowed us to manage the peaks and troughs inherent to a spot purchase income source. We were the most influential agency involved in ensuring buy in to a national adoptions fee charged by everyone in Scotland (local authorities and voluntary adoption agencies) which made it more likely that children would find the best adoptive family to meet their needs because differential fees no longer apply.

Our main source of income is through the receiving of adoption placement fees. This makes financial planning difficult since we start every new financial year having no certainty that we will have the money to meet our budget targets. Foster care offers more predictable income but the market is very competitive and we struggle to have a profile that allows us to compete with local authorities and independent fostering agencies. We continue to manage the finances of the organisation through quarterly accounts to Trustees and close budget scrutiny and control.

With regard to adoption placement income we continue to push for recognition of the need for full cost recovery by promoting the annual review of the fee level.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

#### Structure, governance and management

#### Constitution

St Andrews Children's Society Limited ("the Society") was incorporated in 1982 as a company limited by guarantee, governed by its Memorandum and Articles of Association. In the event of winding up, each member is liable to contribute £1. The Society is a registered adoption society, a registered fostering agency and a registered Scottish charity. The Board reviewed and updated our governance document and a new Memorandum and Articles of Association was adopted in this year.

#### Methods of appointment or election of Trustees

Members of the Board of Trustees ("the Board") are elected at the Annual General Meeting.

#### Organisational structure and decision-making policies

The Board meets regularly to review and direct operations and plan future strategy for the Society. Day to day operations are delegated to the staff under the supervision of the CEO.

There is also a Fostering Panel and an Adoption Panel, each chaired by an independent, suitable qualified professional, and comprising people with personal experience of fostering and adoption and external advisers. Two members of the Board serve as Decision Makers to both panels. Board members receive induction and training as required. The names of those who served as Board members during the year and other reference and administrative details are shown on page 1.

### **Key Management Personnel and Remuneration Policy**

The Board, who are also the directors, are responsible for strategic planning and are ultimately accountable for the operations of the charity. Trustees delegate responsibility for the running and operating the charity on a day to day basis to the CEO and the management team, who are all employees. All directors give of their time freely and no director received remuneration or expenses for their services as Trustees in the year.

The remuneration of the staff is broadly in line with local authority remuneration, including pension arrangements.

# TRUSTEES' REPORT For the Year Ended 31 March 2022 (continued)

#### Plans for future periods

We will start the new financial year with a high number of new placements being made, mainly as the results of children's plans being delayed during this year. Despite this, we are pleased with how we ended the year and so we look to the year coming with a sense of optimism. Our financial position is stable, and we expect the trend of high interest in our services to continue. We are predicting a slight increase in placements of adopted children that will further strengthen our finances. There is no indication of a slowing in people coming to us to be assessed as adopters and this further increases our chance of another successful year ahead.

We are continuing to keep a close eye on the progress of children through the permanency process as there is some signs of fewer children being presented for adoption. We are also mindful of our need to build up our foster care service as a way of giving us more diversity in our income streams. The Board has also reacted to the high costs of renting office accommodation in Aberdeen by locating a city centre premise for us to buy outright which will be more economical to run.

In the longer term, we will celebrate our centenary year in 2022 and this gives us the opportunity to promote our work across Scotland and beyond to develop our strategy to manage our operations. The financial position of the Society remains strong.

### Statement of Trustees' responsibilities

The Trustees (who are also the directors of the charitable company for the purposes 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 charitable company will continue in business.

TRUSTEES' REPORT
For the Year Ended 31 March 2022 (continued)

### Statement of Trustees' responsibilities (continued)

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

#### Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. This report was approved by order of the members of the Board of Trustees on 21 November 2022 and signed on their behalf by:

Robert Swift

**Chair of Trustees** 

Kirsty Fergusson

Treasurer

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. ANDREWS CHILDREN'S SOCIETY LIMITED

### **Opinion**

We have audited the financial statements of St. Andrews Children's Society Limited (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

### In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. ANDREWS CHILDREN'S SOCIETY LIMITED (CONTINUED)

#### Other information

The other information comprises the information included in the Report of the Board of Trustees, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the Report of the Board of Trustees. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the report of the trustees' (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

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

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

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. ANDREWS CHILDREN'S SOCIETY LIMITED (CONTINUED)

### Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures to respond to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we consider the following:

- The nature of the industry, control environment and business performance of the charitable company
- The results of our enquiries with management and Trustees about their own identification and assessment of the risks of irregularities
- The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we consider the opportunities and incentives that may exist within the charitable company for fraud. In common with all audits under ISAs (UK), we perform specific procedures to respond to the risk of management override and inappropriate income recognition.

We also obtain an understanding of the legal and regulatory environment in which the charitable company operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements and those which may be fundamental to the charitable company's ability to operate. The key laws and regulations we considered in this context included the Statement of Recommended Practice: Accounting for Charities FRS 102 (2019), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. ANDREWS CHILDREN'S SOCIETY LIMITED (CONTINUED)

### Auditor's responsibilities for the audit of the financial statements (continued)

A further description of our responsibilities is available on the Financial Reporting Council's website at: <a href="https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx">https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx</a>. This description forms part of our auditor's report.

### Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

## CHOSPIECON

**Paul Marshall (Senior Statutory Auditor)** 

21 November 2022

For and on behalf of Geoghegans Chartered Accountants and Statutory Auditor 6 St Colme Street Edinburgh EH3 6AD

Geoghegans is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## Statement of Financial Activities (Incorporating Income and Expenditure Account) For the year ended 31 March 2022

|   | Note | Unrestricted<br>Funds<br>2022<br>£ | Restricted<br>Funds<br>2022<br>£ | Total<br>Funds<br>2022<br>£ | Total<br>Funds<br>2021<br>£ |
|---|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from:  |      | 04.070                             | 70.075                           | 454.440                     | 400.645                     |
| Donations and legacies  | 4    | 81,273                             | 79,875                           | 161,148                     | 139,615                     |
| COVID-19 awards   | 5    | -                                  | 75,000                           | 75,000                      | 77,846                      |
| Charitable activities   | 6    | 1,080,433                          | -                                | 1,080,433                   | 1,194,657                   |
| Investments   | 7    | 8,575                              | -                                | 8,575                       | 10,661                      |
| Other income  | 8    |                                    | -                                | -                           | 720                         |
| Total income  |      | 1,170,281                          | 154,875                          | 1,325,156                   | 1,423,499                   |
| Expenditure on:   |      |                                    |                                  |                             |                             |
| Raising funds   | 9    | 27,790                             | -                                | 27,790                      | 27,428                      |
| Charitable activities   | 10   | 1,338,397                          | 117,006                          | 1,455,403                   | 1,431,889                   |
| Total expenditure   |      | 1,366,187                          | 117,006                          | 1,483,193                   | 1,459,317                   |
| Net (expenditure)/income before gains on investments                    |      | (195,906)                          | 37,869                           | (158,037)                   | (35,818)                    |
| Samo on moderness   |      | (133,300)                          | 37,003                           | (130,037)                   | (55,610)                    |
| Net gains on investments  | 14   | 16,489                             | -                                | 16,489                      | 42,201                      |
| Net (expenditure)/income  | 11   | (179,417)                          | 37,869                           | (141,548)                   | 6,383                       |
| Transfers between funds   | 17   | 5,856                              | (5,856)                          |                             |                             |
| Net (expenditure)/income before other recognised gains                  |      | (173,561)                          | 32,013                           | (141,548)                   | 6,383                       |
| Other recognised gains Actuarial gain on defined benefit pension scheme | 21   | 187,000                            |                                  | 187.000                     | 204 000                     |
| pension seneme  |      | 187,000                            | <del></del>                      | 187,000                     | 294,000                     |
| Net movement in funds   |      | 13,439                             | 32,013                           | 45,452                      | 300,383                     |
| Reconciliation of funds: Total funds brought forward                    | 17   | 1,708,734                          | 29,610                           | 1,738,344                   | 1,437,961                   |
| Total funds carried forward   | 17   | 1,722,173                          | 61,623                           | 1,783,796                   | 1,738,344                   |

All income and expenditure is derived from continuing operations.

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

# Balance Sheet as at 31 March 2022

|  | Note  | 2022<br>£ | 2021<br>£ |
|--|-------|-----------|-----------|
| Fixed assets                                   |       |           |           |
| Tangible assets                                | 13    | 587,237   | 604,208   |
| Investments                                    | 14    | 411,956   | 393,356   |
| Current assets                                 |       | 999,193   | 997,564   |
| Debtors  | 15    | 209,205   | 453,624   |
| Cash at bank and in hand                       |       | 704,134   | 376,491   |
|  |       | 913,339   | 830,115   |
| Creditors: amounts falling due within one year | 16    | (128,736) | (77,335)  |
| Net current assets                             |       | 784,603   | 752,780   |
| Total assets less current liabilities          |       | 1,783,796 | 1,750,344 |
| Defined benefit pension scheme liability       | 21    | <u>-</u>  | (12,000)  |
| Total net assets                               |       | 1,783,796 | 1,738,344 |
| Charity funds                                  |       |           |           |
| Unrestricted funds                             | 17,18 | 1,722,173 | 1,708,734 |
| Restricted funds                               | 17,18 | 61,623    | 29,610    |
| Total funds                                    | 17,18 | 1,783,796 | 1,738,344 |

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

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

The financial statements, which constitute the annual financial statements required by Companies Act 2006 and for circulation to members, were approved and authorised for issue by the Trustees on 21 November 2022 and are signed on their behalf by:

**Robert Swift** 

**Chair of Trustees** 

Kirsty Fergusson

Treasurer

## STATEMENT OF CASH FLOWS For the year ended 31 March 2022

|  | Notes | 2022<br>£ | 2021<br>£ |
|--|-------|-----------|-----------|
| Cash flows from operating activities                   |       |           |           |
| Net cash used in operating activities                  | 19    | 327,035   | 33,656    |
| Cash flows from investing activities                   |       |           |           |
| Investment income                                      |       | 8,575     | 10,661    |
| Purchase of tangible assets                            |       | (5,856)   | (8,884)   |
| Proceeds from sale of investments                      |       | 118,982   | 37,770    |
| Purchase of investments                                |       | (121,093) | (39,897)  |
| Net cash used in investing activities                  |       | 608       | (350)     |
| Change in cash and cash equivalents in the year        | 20    | 327,643   | 33,306    |
| Cash and cash equivalents at the beginning of the year | 20    | 376,491   | 343,185   |
| Cash and cash equivalents at the end of the year       | 20    | 704,134   | 376,491   |

### Notes to the financial statements For the year ended 31 March 2022

### 1 General information

The charitable company is a company limited by guarantee incorporated and domiciled in Scotland with registered company number SC079520. The registered office is 7 John's Place, Edinburgh, EH6 7EL. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 2 Accounting policies

The significant accounting policies adopted in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### 2.1 Basis of accounting

The financial statements have been prepared on a going concern basis under the historical cost convention as modified to include the revaluation of investments. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The financial statements have been prepared in accordance with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accountants (Scotland) Regulations 2006 (as amended), 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) (issued in October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

St. Andrews Children's Society Limited meets the definition of a public benefit entity under FRS 102.

Notes to the financial statements (continued) For the year ended 31 March 2022

## 2 Accounting policies (continued)

#### 2.2 Going concern

The trustees ordinarily review the charitable company's forecasts and projections to ensure that St. Andrews Children's Society has sufficient resources to enable it to meet its liabilities as they fall due for a period of at least twelve months from the date of signing the financial statements.

In common with other charitable organisations, St Andrews Children's Society depends upon income from its donors, grant givers and other supporters in order to ensure its charitable objectives continue to be achieved. The trustees have reviewed and updated the forecasts and projections in light of the COVID-19 pandemic, and the potential impact upon future income streams and services provided, including the actions that could be taken if income were to reduce. Since the year end the charitable company has seen an increase fostering and adoption applications, however it is taking longer to place children due to the current restrictions. Advantage has been taken of government support and initiatives, and the charitable company has good relationships with both its funders and suppliers with no reason to believe this will not continue in current and future years. The charitable company also has a strong cash balance for its size, and the team have adapted and are working well within the COVID-19 restrictions. After taking all these factors into account, the trustees are of the opinion that St. Andrews Children's Society has and will have adequate financial resources to continue its activities for at least 12 months from when the accounts are approved and hence the accounts are prepared on a going concern basis.

Notes to the financial statements (continued) For the year ended 31 March 2022

### 2 Accounting policies (continued)

#### 2.3 Income

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income, it is probable that the income will be received and the amount can be measured reliably.

Donations, legacies and similar incoming resources and grants for core funding are included in the period in which they are receivable, which is when the charitable company becomes entitled to the resource. Income from grants is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income from charitable activities comprises fee income for adoption placements, fostering and respite care and is recognised in the year in which the placements take place, which is when the charitable company is entitled to the income. It also includes income for training events which are also recognised in the year in which the training is delivered, which is when the charitable company is entitled to the income.

Income from investments is included in the year in which it is receivable and when the amount can be measured reliably. Interest on funds held on deposit is included when receivable; this is normally upon notification of the interest paid or payable by the Bank. Dividends are recognised once the dividends have been declared and notification has been received of the dividend due.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

### 2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure on raising funds includes costs associated with generating income for the charitable company and therefore income fundraising fees and investment manager's fees.

Notes to the financial statements (continued) For the year ended 31 March 2022

### 2 Accounting policies (continued)

#### 2.4 Expenditure (continue)

Charitable expenditure comprises those costs incurred by the charitable company 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. Support costs are allocated between governance costs and other support costs. Governance costs comprise those costs involving the public accountability of the charitable and its compliance with regulations and good practice. They therefore include the cost of audit and professional advice for trustees. Other support costs relate to the administrative costs of running the charitable company and are allocated to charitable activities accordingly.

### 2.5 Tangible fixed assets

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Heritable property - 2% on cost
Office equipment and furnishings - 20% on cost
Computer equipment - 25% on cost

### 2.6 Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

The main form of financial risk faced by the charitable company is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Notes to the financial statements (continued) For the year ended 31 March 2022

### 2 Accounting policies (continued)

#### 2.7 Debtors

Debtors are measured at their recoverable amount and included when reasonable certainty exists over their receipt. Prepayments are valued at the amount prepaid.

### 2.8 Cash at bank

Cash at bank and in hand includes cash and highly liquid short-term investments with a maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### 2.9 Creditors

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

#### 2.10 Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measure at that settlement value.

### 2.11 Fund accounting

Unrestricted funds are those funds which can be used in accordance with the charitable objects at the discretion of trustees.

Designated funds are those unrestricted funds that trustees have decided, at their discretion, to set aside to use for a specific purpose.

Restricted funds are those which are to be used for the specified purposes as laid down by the donor.

#### 2.12 Pensions

The charitable company is a member of the Lothian Pension Fund which is a multi-employer Local Government defined benefit pension scheme. The assets of the scheme are held separately from those of the company and pensions payable under the scheme are based on final pensionable salary. In accordance with the requirements of FRS 102 the operating costs of providing these benefits are recognised in the SOFA in the accounting year in which the benefits are earned by the employees and related financing and other costs are recognised in the year in which they arise.

Notes to the financial statements (continued) For the year ended 31 March 2022

### 2 Accounting policies (continued)

#### 2.13 Operating leases

Rentals paid under operating leases are charged to the statement of financial activities on a straight-line basis over the period of the lease.

### 3 Critical accounting estimates and areas of judgment

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

In preparing these financial statements, the Trustees have made the following judgements:

- Tangible fixed assets are depreciated over a period to reflect their useful economic lives.
   The applicability of the assumed lives is reviewed annually, taking into account factors such as physical condition, maintenance and obsolescence.
- Fixed assets are assessed to determine whether there are indicators of impairment. This
  assessment involves consideration of the economic viability of the purpose for which the
  asset is used.

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 4 | Donations and legacies              | Unrestricted | Restricted | Total   | Total   |
|---|-------------------------------------|--------------|------------|---------|---------|
|   |                                     | 2022         | 2022       | 2022    | 2021    |
|   |                                     | £            | £          | £       | £       |
|   | Ryvoan Trust                        | 5,000        | 15,000     | 20,000  | -       |
|   | Diana Padmore Legacy                | 25,798       | -          | 25,798  | -       |
|   | Corra Foundation                    | 40,500       | -          | 40,500  | 40,500  |
|   | St Pauls & St George                | -            | 5,000      | 5,000   | -       |
|   | R S Macdonald Charitable Trust      | -            | 15,000     | 15,000  | -       |
|   | Souter Charitable Trust             | -            | 5,000      | 5,000   | -       |
|   | Turcan Connell                      | -            | 5,000      | 5,000   | -       |
|   | Lena Gallo                          | -            | 23,625     | 23,625  | -       |
|   | The Hunter Foundation               | -            | -          | -       | 22,005  |
|   | The Robertson Trust                 | • -          | -          | -       | 15,000  |
|   | Kiltwalk Edinburgh                  | -            | -          | -       | 11,688  |
|   | National Lottery                    |              | -          | -       | 8,225   |
|   | Foundation Scotland                 | -            | -          | -       | 6,875   |
|   | James Weir Foundation               | -            | -          | -       | 5,000   |
|   | Other grants and donations < £5,000 | 9,975        | 11,250     | 21,225  | 30,322  |
|   |                                     | 81,273       | 79,875     | 161,148 | 139,615 |

Income from donations and legacies of £161,148 (2021: £139,615) is made up of £81,273 (2021: £102,515) of unrestricted income and £79,875 (2021: £37,100) of restricted income.

| 5 | COVID-19 awards                              | Unrestricted<br>2022<br>£ | Restricted<br>2022<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|---|--|---------------------------|-------------------------|--------------------|--------------------|
|   | Adapt and Thrive<br>Corra Foundation<br>CJRS | · -<br>-<br>-             | 75,000<br>-<br>         | 75,000<br>-<br>-   | 10,125<br>67,721   |
|   |  | -                         | 75,000                  | 75,000             | 77,846             |

Income from COVID-19 awards of £75,000 (2021: £77,846) is made up of £Nil (2021: £77,846) of unrestricted income and £75,000 (2021: £Nil) of restricted income.

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 6 | Income from charitable activities       | Unrestricted 2022  | Restricted<br>2022 | Total<br>2022 | Total<br>2021 |
|---|---|--------------------|--------------------|---------------|---------------|
|   |   | £                  | £                  | £             | £             |
|   | Training                                | 23,250             | -                  | 23,250        | 6,140         |
|   | Adoption fees                           | 715,153            | _                  | 715,153       | 830,719       |
|   | Fostering and respite fees              | 342,030            |                    | 342,030       | 357,798       |
|   |   | 1,080,433          | -                  | 1,080,433     | 1,194,657     |
|   | Income from charitable activities is un | nrestricted in bot | h years.           |               |               |
| 7 | Income from investments                 | Unrestricted       | Restricted         | Total         | Total         |
|   |   | 2022               | 2022               | 2022          | 2021          |
|   |   | £                  | £                  | £             | £             |
|   | Dividends                               | 8,557              | -                  | 8,557         | 10,073        |
|   | Bank interest                           | 18                 | <del></del>        | 18            | 588           |
|   |   | 8,575              |                    | 8,575         | 10,661        |
|   | Income from investments is unrestric    | ted in both years. |                    |               |               |
| 8 | Other income                            | Unrestricted       | Restricted         | Total         | Total         |
|   |   | 2022               | 2022               | 2022          | 2021          |
|   |   | £                  | £                  | £             | £             |
|   | Sundry income                           |                    |                    |               | 720           |
|   | Other income is unrestricted in the pr  | rior year.         |                    |               |               |
| 9 | Expenditure on generating funds         | Adoption           | Post               | Fostering     | Unrestricted  |
|   |   | Service            | Adoption           | and Respite   | 2022          |
|   | 2021/22                                 | £                  | £                  | £             | £             |
|   | 2021/22 Investment management fees      | 2,463              | 948                | 379           | 3,790         |
|   | Fundraiser's fees                       | 15,600             | 6,000              | 2,400         | 24,000        |
|   |   |                    |                    |               |               |
|   |   | 18,063             | 6,948              | 2,779         | 27,790        |

# Notes to the financial statements (continued) For the year ended 31 March 2022

**Expenditure on generating funds** 

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| 7  | expenditure on generating runds       | Adoption          | POSI      | rostering   | Unitestricted |
|----|---------------------------------------|-------------------|-----------|-------------|---------------|
|    |                                       | Service           | Adoption  | and Respite | 2021          |
|    |                                       | £                 | £         | £           | £             |
|    | 2020/21                               |                   |           |             |               |
|    | Investment management fees            | 2,228             | 857       | 343         | 3,428         |
|    | Fundraiser's fees                     | 15,600            | 6,000     | 2,400       | 24,000        |
|    |                                       |                   |           |             |               |
|    |                                       | 17,828            | 6,857     | 2,743       | 27,428        |
|    |                                       | 17,020            |           | 2,743       | 27,420        |
|    | Expenditure on generating funds is un | restricted in bot | :h years. |             |               |
|    |                                       |                   |           |             |               |
| 10 | Charitable expenditure – 2021/22      | Adoption          | Post      | Fostering   | Total         |
|    |                                       | Service           | Adoption  | and Respite | 2022          |
|    |                                       | £                 | £         | £           | £             |
|    | Direct costs                          |                   |           |             |               |
|    | Staff costs (note 12)                 | 495,003           | 190,386   | 76,154      | 761,543       |
|    | Pension finance costs (note 21)       | 1,300             | 500       | 200         | 2,000         |
|    | Foster carers' fees                   | 123,912           | 47,658    | 19,063      | 190,633       |
|    | Foster carers' expenses               | 190               | 73        | 29          | 292           |
|    | Adoption expenses                     | 9,163             | 3,525     | 1,410       | 14,098        |
|    | Respite care costs                    | 1,103             | 424       | 170         | 1,697         |
|    | Social workers' expenses              | 3,545             | 1,364     | 545         | 5,454         |
|    | Training and supervision              | 11,571            | 4,451     | 1,780       | 17,802        |
|    | Care Inspectorate registration        | 4,384             | 1,687     | 675         | 6,746         |
|    | Subscriptions and publications        | 4,798             | 1,846     | 738         | 7,382         |
|    | Advertising, publicity and PR         | 2,296             | . 883     | 353         | 3,532         |
|    |                                       |                   |           |             |               |
|    |                                       | 657,265           | 252,797   | 101,117     | 1,011,179     |
|    | Support costs                         |                   |           |             |               |
|    | Staff costs (note 12)                 | 76,313            | 29,351    | 11,741      | 117,405       |
|    | Pension past service cost (note 21)   | 112,450           | 43,250    | 17,300      | 173,000       |
|    | Depreciation                          | 14,837            | 5,707     | 2,283       | 22,827        |
|    | Property costs                        | 27,847            | 10,710    | 4,284       | 42,841        |
|    | Office running costs                  | 39,231            | 15,089    | 6,036       | 60,356        |
|    | Professional fees                     | 11,363            | 4,371     | 1,748       | 17,482        |
|    | Bank interest and charges             | 496               | 190       | 76          | 762           |
|    | Sundry costs                          | 1,008             | 388       | 155         | 1,551         |
|    | Governance costs – audit fees         | 5,200             | 2,000     | 800         | 8,000         |
|    | GOVERNMENCE COSES - MUMIC ICCS        |                   | 2,000     |             |               |
|    |                                       | 288,745           | 111,056   | 44,423      | 444,224       |
|    |                                       |                   |           |             |               |
|    |                                       | 946,010           | 363,853   | 145,540     | 1,455,403     |
|    |                                       |                   |           |             |               |

Adoption

Post

Fostering Unrestricted

Expenditure on charitable activities of £1,445,403 is made up of £1,338,397 of unrestricted expenditure and £117,006 of restricted expenditure.

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 10 | Charitable expenditure – 2020/21    | Adoption<br>Service<br>£ | Post<br>Adoption<br>£ | Fostering and Respite | Total<br>2021<br>£ |
|----|-------------------------------------|--------------------------|-----------------------|-----------------------|--------------------|
|    | Direct costs                        |                          |                       |                       |                    |
|    | Staff costs (note 12)               | 493,061                  | 189,639               | 75,855                | 758,555            |
|    | Pension finance costs (note 21)     | 3,250                    | 1,250                 | 500                   | 5,000              |
|    | Foster carers' fees                 | -                        | -                     | 235,252               | 235,252            |
|    | Foster carers' expenses             | -                        | -                     | 1,122                 | 1,122              |
|    | Adoption expenses                   | 9,635                    | -                     | -                     | 9,635              |
|    | Legal costs re adoption             | 1,110                    | -                     | -                     | 1,110              |
|    | Respite care costs                  | -                        | -                     | 2,026                 | 2,026              |
|    | Social workers' expenses            | 3,876                    | 1,491                 | 595                   | 5,962              |
|    | Training and supervision            | 4,497                    | 1,730                 | 691                   | 6,918              |
|    | Care Inspectorate registration      | 3,289                    | 1,265                 | 506                   | 5,060              |
|    | Subscriptions and publications      | 5,802                    | 2,231                 | 893                   | 8,926              |
|    | Advertising, publicity and PR       | 2,782                    | 1,070                 | 428                   | 4,280              |
|    |                                     | 527,302                  | 198,676               | 317,868               | 1,043,846          |
|    | Support costs                       |                          |                       |                       |                    |
|    | Staff costs (note 12)               | 88,817                   | 34,161                | 13,664                | 136,642            |
|    | Pension past service cost (note 21) | 68,250                   | 26,250                | 10,500                | 105,000            |
|    | Depreciation                        | 13,964                   | 5,371                 | 2,148                 | 21,483             |
|    | Property costs                      | 23,656                   | 9,098                 | 3,639                 | 36,393             |
|    | Office running costs                | 40,605                   | 15,617                | 6,247                 | 62,469             |
|    | Professional fees                   | 8,584                    | 3,302                 | 1,320                 | 13,206             |
|    | Bank interest and charges           | 206                      | ,<br>79               | 32                    | 317                |
|    | Sundry costs                        | 2,881                    | 1,109                 | 443                   | 4,433              |
|    | Governance costs – audit fees       | 5,265                    | 2,025                 | 810                   | 8,100              |
|    |                                     | 252,228                  | 97,012                | 38,803                | 388,043            |
|    |                                     | 779,530                  | 295,688               | 356,671               | 1,431,889          |

Expenditure on charitable activities of £1,431,889 is made up of £1,405,335 of unrestricted expenditure and £26,554 of restricted expenditure.

| 11 | Net income/(expenditure) is charged after stating: | 2022   | 2021   |
|----|--|--------|--------|
|    |  | £      | £      |
|    | Depreciation                                       | 22,827 | 21,483 |
|    | Operating lease rental                             | 17,833 | 17,833 |
|    | Auditor's remuneration                             | 8,000  | 8,100  |

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 12 | Staff costs  | 2022    | 2021    |
|----|--|---------|---------|
|    |  | £       | £       |
|    | Wages and salaries   | 672,547 | 681,789 |
|    | Employers NIC  | 61,380  | 63,925  |
|    | Pension costs  | 145,021 | 149,483 |
|    |  |         |         |
|    |  | 878,948 | 895,197 |
|    | The average number of employees during the year is as follows: |         |         |
|    |  | 2022    | 2021    |
|    |  | No.     | No.     |
|    | Social workers   | 13      | 15      |
|    | Administration   | 7       | 7       |
|    | Communications   | 1       | 1       |
|    |  | 21      | 23      |

One employee (2021: none) received emoluments between £60,000 and £70,000.

Key management personnel comprise the Trustees and the senior staff listed on page 1. The total employee benefits of key management personnel in the year are £369,351 (2021: £346,609).

No trustee (2021: no trustee) received any remuneration or reimbursement of expenses.

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 13 | Tangible fixed assets | Heritable<br>property<br>£ | Office<br>equipment<br>£ | Computer equipment £ | Total<br>£ |
|----|-----------------------|----------------------------|--------------------------|----------------------|------------|
|    | Cost or valuation     |                            |                          | •                    |            |
|    | At 1 April 2021       | 750,000                    | 25,743                   | 48,253               | 823,996    |
|    | Additions             | -                          | -                        | 5,856                | 5,856      |
|    | Disposals             |                            | (11,584)                 | (17,269)             | (28,853)   |
|    | At 31 March 2022      | 750,000                    | 14,159                   | 36,840               | 800,999    |
|    | Depreciation          |                            |                          |                      |            |
|    | At 1 April 2021       | 165,000                    | 22,171                   | 32,617               | 219,788    |
|    | Charge for the year   | 15,000                     | 1,198                    | 6,629                | 22,827     |
|    | Released on disposal  | <del></del>                | (11,584)                 | (17,269)             | (28,853)   |
|    | At 31 March 2022      | 180,000                    | 11,785                   | 21,977               | 213,762    |
|    | At 31 March 2022      | 570,000                    | 2,374                    | 14,863               | 587,237    |
|    | At 31 March 2021      | 585,000                    | 3,572                    | 15,636               | 604,208    |

On transition to FRS 102, a valuation of the property as at the date of transition has been identified as the deemed cost of the heritable property going forward. The Bank of Scotland held a standard security over this property until 8 November 2021.

| 14 | Investments                   | 2022<br>£ | 2021<br>£ |
|----|-------------------------------|-----------|-----------|
|    | Market value                  |           |           |
|    | At 1 April                    | 393,356   | 349,028   |
|    | Additions at cost             | 121,093   | 39,897    |
|    | Disposal proceeds             | (118,982) | (37,770)  |
|    | Gains/(losses) on revaluation | 16,489    | 42,201    |
|    | At 31 March                   |           |           |
|    |                               | 411,956   | 393,356   |
|    |                               |           |           |
|    | Historic cost at 31 March     | 377,700   | 351,129   |

# Notes to the financial statements (continued) For the year ended 31 March 2022

| 15 | Debtors                            | 2022     | 2021     |
|----|------------------------------------|----------|----------|
|    |                                    | £        | £        |
|    |                                    |          |          |
|    | Trade debtors                      | 185,219  | 377,267  |
|    | Other debtors                      | 14,458   | 65,240   |
|    | Prepayments and accrued income     | 9,528    | 11,117   |
|    |                                    |          |          |
|    |                                    | 209,205  | 453,624  |
|    |                                    |          |          |
| 16 | Creditors                          |          |          |
|    |                                    | 2022     | 2021     |
|    |                                    | £        | £        |
|    |                                    |          |          |
|    | Trade creditors                    | 2,023    | 228      |
|    | Other taxation and social security | 17,794   | 10,248   |
|    | Other creditors                    | 17,545   | 17,182   |
|    | Accruals and deferred income       | 91,374   | 49,677   |
|    |                                    |          |          |
|    |                                    | 128,736  | 77,335   |
|    |                                    |          |          |
|    | Deferred income                    |          |          |
|    | At 1 April                         | 17,500   | 66,485   |
|    | Income deferred in the year        | 14,820   | 17,500   |
|    | Amounts released in the year       | (17,500) | (66,485) |
|    |                                    |          |          |
|    |                                    | 14,820   | 17,500   |
|    |                                    |          |          |

Deferred income in the current year relates to a grant received from Garfield Weston and training fees for future events. In the prior year, deferred income included the Garfield Weston grant.

# Notes to the financial statements (continued) For the year ended 31 March 2022

### 17 Funds analysis

| runas analysis      |           |           |             |           |          |           |
|---------------------|-----------|-----------|-------------|-----------|----------|-----------|
|                     | At 1 Apr  |           |             |           | Gains/   | At 31 Mar |
| •                   | 2021      | Income    | Expenditure | Transfers | (losses) | 2022      |
| 2021/22             | £         | £         | £           | £         | £        | £         |
| Unrestricted funds  |           |           |             |           |          |           |
| General fund        | 1,072,309 | 1,170,281 | (1,168,360) | 24,460    | -        | 1,098,690 |
| Revaluation reserve | 42,227    | -         | -           | (24,460)  | 16,489   | 34,256    |
| Pension fund        | (12,000)  |           | (175,000)   | -         | 187,000  | <u> </u>  |
|                     | 1,102,536 | 1,170,281 | (1,343,360) | -         | 203,489  | 1,132,946 |
| Designated funds    |           |           |             |           |          |           |
| Property fund       | 585,000   | -         | (15,000)    | -         | -        | 570,000   |
| Fixed asset fund    | 19,208    | -         | (7,827)     | 5,856     | -        | 17,237    |
| Adoption support    | 1,990     |           |             |           |          | 1,990     |
|                     | 606,198   |           | (22,827)    | 5,856     |          | 589,227   |
| Total unrestricted  | 1,708,734 | 1,170,281 | (1,366,187) | 5,856     | 203,489  | 1,722,173 |
| Restricted          |           |           |             |           |          |           |
| Safebase training   | 19,640    | 75,437    | (48,045)    | -         | -        | 47,032    |
| IT equipment        | -         | 10,477    | -           | (5,856)   | -        | 4,621     |
| Concurrent care     | 9,970     | -         | -           | -         | -        | 9,970     |
| Adoption support    | -         | 51,666    | (51,666)    | -         | -        | -         |
| Marketing           | -         | 1,390     | (1,390)     | -         | -        | -         |
| Aberdeen fund       |           | 15,905    | (15,905)    | -         |          |           |
| Total restricted    | 29,610    | 154,875   | (117,006)   | (5,856)   |          | 61,623    |
| Total funds         | 1,738,344 | 1,325,156 | (1,483,193) | -         | 203,489  | 1,783,796 |
|                     |           |           |             |           |          |           |

The transfer from the IT equipment fund to unrestricted funds represents the purchase of capital items using restricted funding. The assets are used for the general purposes of the charitable company and the net book value is held within a separate designated fund.

# Notes to the financial statements (continued) For the year ended 31 March 2022

### 17 Funds analysis

| 2020/21             | At 1 Apr<br>2020<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Gains/<br>(losses)<br>£ | At 31 Mar<br>2021<br>£ |
|---------------------|-----------------------|-------------|------------------|----------------|-------------------------|------------------------|
| Unrestricted funds  |                       |             |                  |                |                         |                        |
| General fund        | 989,355               | 1,386,399   | (1,301,280)      | (2,165)        | ·                       | 1,072,309              |
| Revaluation reserve | (111)                 | -           | (1115.000)       | 137            | 42,201                  | 42,227                 |
| Pension fund        | (196,000)             |             | (110,000)        |                | 294,000                 | (12,000)               |
|                     | 793,244               | 1,386,399   | (1,411,280)      | (2,028)        | 336,201                 | 1,102,536              |
| Designated funds    |                       |             |                  |                |                         |                        |
| Property fund       | 600,000               | -           | (15,000)         | -              | -                       | 585,000                |
| Fixed asset fund    | 1,905                 | -           | (6,483)          | 23,786         | -                       | 19,208                 |
| Adoption support    | 1,990                 |             | <u> </u>         |                |                         | 1,990                  |
| Total unrestricted  | 603,895               | 1,386,399   | (21,483)         | 23,786         | 336,201                 | 606,198<br>1,708,734   |
|                     | <del></del>           | <del></del> |                  |                |                         | <del></del>            |
| Restricted          |                       |             |                  |                |                         |                        |
| Safebase training   | 19,640                | 1,875       | (1,875)          | -              | -                       | 19,640                 |
| IT equipment        | -                     | 13,225      | _                | (13,225)       | -                       | -                      |
| Register            | 10,912                | -           | (2,279)          | (8,633)        | -                       | -                      |
| Concurrent care     | 9,970                 | -           | -                | -              | -                       | 9,970                  |
| Adoption support    | 200                   | 20,000      | (20,200)         | -              | -                       | -                      |
| Aberdeen fund       | 100                   | 2,000       | (2,200)          | 100            |                         |                        |
| Total restricted    | 40,822                | 37,100      | (26,554)         | (21,758)       |                         | 29,610                 |
| Total funds         | 1,437,961             | 1,423,499   | (1,459,317)      | -              | 336,201                 | 1,738,344              |

### **Designed funds**

The Property Fund corresponds to the net book value of the heritable property. Annual depreciation of £15,000 is charged to this fund.

The Fixed Asset Fund corresponds to the net book value of non-property assets held by the charitable company. Depreciation is applied to this fund annually. The transfer represents and adjustment to correct the closing value of the fund.

The Adoption Fund relates to monies set aside by trustees to provide services not covered by the adoption fee.

# Notes to the financial statements (continued) For the year ended 31 March 2022

### 17 Fund analysis (continued)

#### **Restricted funds**

The Safebase training fund arises from Trust and Foundation grants received to fund the post adoption service.

The IT fund represents funding received for the purchase of computer equipment. As the purchase of the equipment discharges the restriction, the income has been transferred to the designated fixed asset fund to allow the net book value of all assets to be held together.

The Register fund represents funding from the Scottish Government to manage Scotland's Adoption Register.

The Concurrent Care fund arises from grants received to meet the costs of assessing and supporting families in addition to training staff in respect of concurrency.

The Aberdeen Fund arises from awards that can only be used in relation to services in Aberdeen.

### 18 Analysis of net assets between funds

|                                   | Unrestricted | Designated | Restricted | Total     |
|-----------------------------------|--------------|------------|------------|-----------|
|                                   | Funds        | Funds      | Funds      | 2022      |
|                                   | £            | £          | £          | £         |
| Fixed assets                      | -            | 587,237    | -          | 587,237   |
| Investments                       | 411,956      | -          | -          | 411,956   |
| Net current assets                | 720,990      | 1,990      | 61,623     | 784,603   |
| Defined pension benefit liability |              |            |            |           |
|                                   | 1,132,964    | 589,227    | 61,623     | 1,738,344 |
|                                   | Restated     |            | Restated   |           |
|                                   | Unrestricted | Designated | Restricted | Total     |
|                                   | Funds        | Funds      | Funds      | 2021      |
|                                   | £            | £          | £          | £         |
| Fixed assets                      | -            | 604,208    | -          | 604,208   |
| Investments                       | 393,356      | -          | _          | 393,356   |
| Net current assets                | 721,180      | 1,990      | 29,610     | 752,780   |
| Defined pension benefit liability | (12,000)     |            | <u> </u>   | (12,000)  |
|                                   | 1,102,536    | 606,198    | 29,610     | 1,738,344 |

# Notes to the financial statements (continued) For the year ended 31 March 2022

### 19 Reconciliation of net movement in funds to net cash flow from operating activities

|  |          | 2022<br>£ | 2021 ·      |
|--|----------|-----------|-------------|
| Net (expenditure)/income for the year per the SOFA  Adjustments for: |          | (141,548) | 6,383       |
| Depreciation charges   |          | 22,827    | 21,483      |
| Losses on fixed assets   |          | -         | 342         |
| (Gains) on investments   |          | (16,489)  | (42,201)    |
| Actuarial gains on defined benefit pension scheme                    |          | 187,000   | 294,000     |
| Investment income  |          | (8,575)   |             |
| Decrease/(increase) in debtors                                       |          | 244,419   | (21,416)    |
| Increase/(decrease) in creditors                                     |          | 51,401    | (30,274)    |
| (Decrease) in defined benefit pension liability                      |          | (12,000)  | (184,000)   |
| Net cash provided by/(used in) operating activities                  |          | 327,035   | 33,656      |
| Analysis of changes in net funds                                     |          |           |             |
|  | At April | Cash      | At 31 March |
| ·  | 2021     | flows     | 2022        |
| •  | £        | £         | £           |
| Borrowings   | -        | -         | -           |
| Cash at bank in hand   | 376,491  | 327,643   | 704,134     |
|  |          |           |             |

### 21 Defined benefit pension scheme

20

The company participates in the Lothian Pension Fund (LPF), a multi-employer defined benefit scheme which provides benefits based on final pensionable salary. A separate actuarial valuation has been obtained from the fund's actuary which identifies the separate share of assets and liabilities of the scheme which relate to the company.

376,491

327,643

704,134

Contributions are determined by the fund's qualified actuary on the basis of triennial valuations using the projected unit method. The most recent triennial valuation was at 31 March 2020 by Hymans Robertson independent actuaries and this has been updated to reflect conditions at the balance sheet date, 31 March 2022.

Contribution rates during the year were set at 23% by the employer and at rates varying from 5% to 8.1% by the employee depending on salary level. The main assumptions used by the actuary in the valuation are shown overleaf.

Notes to the financial statements (continued) For the year ended 31 March 2022

### 21 Defined benefit pension scheme (continued)

Principal actuarial assumptions at the Balance Sheet date (expressed as weighted averages):

|                             | At 31 March<br>2022<br>% p.a. | At 31 March<br>2021<br>% p.a. |
|-----------------------------|-------------------------------|-------------------------------|
| Discount rate               | 2.7                           | 2.0                           |
| Salary increase rate        | 3.7                           | 3.4                           |
| Pension increase rate       | 3.2                           | 2.9                           |
|                             | Males                         | Females                       |
| Mortality rates (in years): |                               |                               |
| Current pensioners          | 20.3                          | 23.1                          |
| Future pensioners           | 21.6                          | 25.0                          |

### **Historic mortality**

Life expectancies for the prior period end are based on the Fund's Vita Curves. The allowance for future life expectancies are:

| Period ended  | Prospective Pensioners   | Pensioners                                       |
|---------------|--|--|
| 31 March 2022 | CMI 2020 model assuming an al experience and long term rate of 2 | llowance for smoothing or recent mortality 1.50% |

### Commutation

An allowance is included for future retirements to elect to take 50% of the maximum additional tax free cash up to HMRC limits pre April 2009 service and 75% of the maximum tax free cash for post April 2009 service.

## Analysis of the amounts recognised in the balance sheet

|                                     | 2022<br>£(000) | 2021<br>£(000) |
|-------------------------------------|----------------|----------------|
| Fair value of employer assets       | 8,373          | 7,546          |
| Present value of funded liabilities | (7,388)        | (7,558)        |
| Asset ceiling loss                  | (985)          | <u>-</u>       |
| Net asset/(liability)               | <u> </u>       | (12)           |

Notes to the financial statements (continued) For the year ended 31 March 2022

## 21 Defined benefit pension scheme (continued)

**Reconciliation of defined benefit obligations** 

|   | 2022<br>£(000) | 2021<br>£(000) |
|---|----------------|----------------|
| Opening defined benefit obligation              | 7,558          | 6,442          |
| Current service cost                            | 317            | 256            |
| Interest cost                                   | 153            | 149            |
| Contribution by members                         | 41             | 47             |
| Actuarial gains/(losses)                        | (441)          | 1,279          |
| Other experience                                | (34)           | (432)          |
| Estimated benefits paid                         | (206)          | (183)          |
| Closing defined benefit obligation              | 7,388          | 7,558          |
| Reconciliation of fair value of employer assets | At 31 March    | At 31 March    |
|   | 2022           | 2021           |
|   | £(000)         | £(000)         |
| Opening fair value of employer assets           | 7,546          | 6,246          |
| Interest income                                 | 151            | 144            |
| Contribution by members                         | 41             | 47             |
| Contribution by the employer                    | 144            | 151            |
| Expected return on assets                       | 697            | 1,141          |
| Benefits paid                                   | (206)          | (183)          |
|   |                |                |

At 31 March

8,373

7,546

At 31 March

## Recognition in the Statement of Financial Activity (SOFA)

Closing fair value of employer assets

|                                    | At 31 March<br>2022<br>£(000) | At 31 March<br>2021<br>£(000) |
|------------------------------------|-------------------------------|-------------------------------|
| Current service cost               | 317                           | 256                           |
| Contribution by employer           | (144)                         | (151)                         |
| Expected return on employer assets | 2                             | 5                             |
|                                    | 175                           | 110                           |

Notes to the financial statements (continued) For the year ended 31 March 2022

### 21 Defined benefit pension scheme (continued)

Analysis of projected amount to be charged to resources expended for the year to 31 March 2023

|                                |       | March 2022 |
|--------------------------------|-------|------------|
|                                | £000  | % of pay   |
| Projected current service cost | 288   | 44.1       |
| Interest income                | (226) | (34.6)     |
| Interest cost                  | 201   | 30.8       |
| •                              | 263   | 40.3       |

The employer's contribution for the year to 31 March 2023 is estimated at £135,000.

### 22 Operating lease commitments

At 31 March 2022 the charitable company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|  | 2022<br>£ | 2021<br>£ |
|--|-----------|-----------|
| Not later than 1 year<br>Between 1 and 5 years | 17,833    | 17,833    |
|  | 17,833    | 17,833    |

### 23 Capital commitments

At 31 March 2022, the charitable company had capital commitments of £240,000 (2021: £nil).

### 24 Related party transactions

There were no related party transactions in the current or previous year.