

# **DEVELOPING A CARING WALES**

## **DATBLYGU CYMRU GOFALGAR**

(A Company Limited by Guarantee/Cwmni Cyfyngedig drwy Warant)



# **dacw**

Developing a caring Wales  
Datblygu Cymru gofalgar

## **Report and Financial Statements**

**For the Year Ended  
31<sup>st</sup> March 2019**

Company Registration Number: 7235103  
Charity Registration Number: 1135895

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## **TRUSTEES' ANNUAL REPORT**

### **Legal and Administrative Information**

Registered Charity Number:	1135895
Registered Company Number:	7235103 (England & Wales)
Registered Office & Principal Address:	12 Trinity Square, Llandudno, Conwy, LL30 2RA
Independent Examiner:	Sandra Ackers Chartered Institute of Management Accountants (ACMA)
Bankers:	National Westminster Bank Plc, 14/16a Oxford Street, Swansea, SA1 3AG

### **Directors and Trustees:**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the period and since the period were as follows:

Mr. Clive Wolfendale  
Mrs. Karen J. Ozzati  
Mrs. Caroline Phipps  
Rev. Martin O. Blakebrough  
Mrs. Jean M. Harrington MBE (resigned 31 March 2019)  
Mr. Alun Thomas  
Mr. John Lowes  
Ms. Bernadette Bowen-Thompson

The Company is limited by guarantee and does not have a share capital. The limit of the Trustees' guarantee is £10 per person.

### **Chairpersons:**

Mr. Alun Thomas (appointed 30 November 2017, resigned on 13 September 2018) with Mr. Martin Blakebrough appointed Chair from 13 September 2018.

### **Company Secretary:**

Mr. Clive E. Wolfendale

### **Treasurer:**

Mrs. Karen J. Ozzati

## **Structure, Governance and Management**

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

### **Constitution and Governing Document**

DACW (Developing a Caring Wales, formerly known as Drug and Alcohol Charities Wales) was formerly constituted on 26<sup>th</sup> April 2010 when it was incorporated under the Companies Act 2006. The Charity was later registered with the Charity Commission on 12<sup>th</sup> May 2010. DACW is governed by its Memorandum and Articles of Association, for Charitable Companies.

### **Appointment of Trustees**

Trustees may invite representatives from charitable organisations who are based in Wales to join the board. Organisations will have substance misuse and/or mental health services as part of their key purpose. All invitations are made through the Chairperson and appointments made through ordinary resolution, in accordance with the Articles of Association.

### **Induction and Training**

Trustees are entitled to induction and training, which will enable them to carry out all reasonable duties and obligations as board members.

### **Objectives and Activities**

The objects of the charity are to promote good health in Wales for the public benefit, in particular but not exclusively by:

- (a) developing and delivering good practice amongst members with regard to treatment provision for those with substance misuse and mental health issues, in performance management and in workforce development & training;
- (b) procurement, tendering and contract management of pan-Wales services on behalf of its members;
- (c) working with and promoting the rights of individuals with substance misuse and mental health issues and to ensure an active and effective service user involvement in planning and in delivering services;
- (d) undertaking and promoting research and publishing the useful results of such research; and
- (e) by promoting innovation for the benefit of those with substance misuse and mental health issues.

During the year, DACW's aims were to continue promoting the objects of the charity. These aims were met through the following activities:

- Development of a corporate image through public awareness
- Future development of DACW with the addition of two new member organisations

The Trustees have paid regard to the guidance on Public Benefit, issued by the Charity Commission and are satisfied that the requirements have been met in carrying out the Charity's aims and activities.

### **Achievements and Performance**

DACW is governed by its Memorandum and Articles of Association for Charitable Companies and is a consortium of eight providers: BAROD, CAIS, Kaleidoscope, TEDS, WCADA, Hafal, NewLink Wales and Safer Wales.

Initially developed by CAIS, Change Step received support from the Ministry of Defence Libor Fund to expand across the country with delivery undertaken by DACW partners. This funding expired on 31<sup>st</sup> March, 2017 and the service continued for a short while supported by fundraising activities. This value of this service is supported by Mantell Gwynedd's Social Return on Investment evaluation which found that for every £1 invested, £7.19 savings are achieved.

The Help for Heroes funded five Change Step peer mentors working in partnership with the five Veterans NHS Wales therapists in mid and south Wales continues into its second year and includes all veterans, along with the service funded by the Armed Forces Covenant Aged Veterans Fund jointly with RBL, in partnership with Age Connect and DACW partners (Hafal and Kaleidoscope) for befriending in Conwy, Denbighshire and Cardiff.

In addition to the above, we received excellent news towards the end of the financial year of our success in procuring continuation funding for two years for 'Change Step Next Steps' from the Armed Forces Covenant Trust to work with veterans and their families who are suffering significant stress and mental ill health. Gratitude is extended to Geraint Jones of CAIS for this much valued work.

Led by Addaction, the Drink Wise Age Well programme is being delivered in five demonstration areas across the UK: Cwm Taf, Western Health and Social Care Trust North Ireland, Devon County, Sheffield City and Glasgow City. A five-year programme, implemented during the first quarter of 2015-2016, is making a significant contribution to raising awareness on alcohol related issues in people over 50 as the programme progresses and the contract length gives us an excellent opportunity to achieve our aims. Drink Wise, Age Well have produced a number of reports focusing on some of the most crucial aspects of alcohol and ageing. The four reports include 'Easing the transition: older adults and the labour market', 'Drink Wise, Age Well Impact Report 2016', 'Drink Wise, Age Well: Alcohol use and the over 50s in the UK' and 'Calling Time: addressing ageism and age discrimination in alcohol policy, practice and research' can be accessed at the following link: <https://drinkwiseagewell.org.uk/research/> The Charter for Change Advocacy group emerging from DWAU will feed into the National Alcohol Strategy and we welcomed all UK partners to the Strategic Partnership Board to Wales on 2<sup>nd</sup> May, 2018.

Partners continue to deliver the Cyfle Cymru service across 5 of the 7 regional lots in Wales. An ESF Project, Welsh Government sponsored pan Wales 'Out-of-Work' mentoring service to help individuals affected by substance misuse and mental health improve prospects for the future through education, training and employment. By the end of March, 2019, we had

engaged with **6756** participants, a significant achievement in the first 32 months of the project. These participants have gone on to achieve the following outcomes:

- 1549 gaining a qualification or certificate
- 503 entering employment
- 790 engaged in job searching
- 1247 involved in volunteering or a work placement
- 5208 completing a non-accredited course
- 101 in employment after 6 months

These are significant achievements for the most vulnerable in our society and we look forward to continuing to support our participants to achieve their recovery goals and aspirations during 2019-2020. We are waiting on the outcome of a possible further extension to the end of August, 2022. If approved, will provide opportunities for many more participants to achieve positive outcomes.

In 2017, the Advisory Panel on Substance Misuse (APoSM) report 'Substance Misuse in an Ageing Population in Wales' highlighted growing concerns relating to substance misuse among older adults (over 50s), particularly alcohol. The report identified that not only are older adults more likely to exceed the Chief Medical Officers recommended drink limits than younger adults, but more than 87% of people in Wales aged 65 plus report regularly taking prescribed medication for a year or more. In response, APoSM recommended that specialist training was needed across Wales for services who support older adults. The recommendation led to the development of Think Wise, Age Well. Think Wise, Age Well provides tailor-made Train-the-Trainer courses for specialist and non-specialist services that support older adults. The training provides awareness and information about the causes and effects of substance misuse by older clients, the impact this may have, and how to intervene, as well as strengthening referral pathways to substance misuse services. TWAW training has been delivered to 96 participants in Dyfed, Powys and North Wales based in the Local Authorities, third sector agencies, substance misuse services, Fire Service, health professionals and the housing providers. Evaluation of the training has evidenced increased knowledge and improved understanding on age specific issues, leading to better relationships with service users. More information is available at the following link: <http://dacw.co.uk/en/think-wise-age-well/>

On 26<sup>th</sup> May, directors attended a development day to look at the DACW journey and achievements to date and to develop a vision, values and mission statement that would reflect the new membership. All directors felt it important that we maintain a Welsh care sector focus that encompasses the dynamics and relationships involved. We concentrated on expanding topics and achieving some general principles moving forward. Our Articles of Association will be updated to reflect these discussions and plans for the future.

Kaleidoscope celebrated its 50<sup>th</sup> anniversary this year, with special events at Newport Cathedral and the House of Lords. WCADA is preparing for its 40<sup>th</sup> Anniversary during 2019, with a series of celebratory events beginning with Volunteer Awards on 5<sup>th</sup> June, 2019. WCADA also achieved PQASSO at Level I and Investors in People Silver during the year.

It is with great regret we announce the resignation of Jean Harrington and the closure of TEDS on 31<sup>st</sup> March, 2019. Jean has been a most valued member and has contributed a great deal to the development of DACW. We are extremely grateful for her expertise and commitment.

## **Financial Review**

Resources expended included £1,955 for charitable activities in relation to promoting DACW through our website and promotional materials. Governance costs amounted to £329 mostly relating to reimbursement of costs associated with strategic management meetings. There were no restricted funded activities during the year.

Governance costs incurred by the trustees have been provided free of charge by their related member organisations. The Independent examination has also been provided free of charge.

This is the eighth year of operation for the Charity.

## **Reserves Policy**

The trustees of the Charity recognise the need to ensure funds are available to cover unforeseen circumstances such as variations in working capital, acquisitions of fixed assets and responding to emergencies. Our aims are to achieve reserves levels representing 3 to 6 months' operating costs. The unrestricted reserves amount is £10,109.

## **Plans for the Future**

To work together to ensure the successful delivery of the Cyfle Cymru Out-of-Work Service encouraging and motivating our participants to achieve the best outcomes. A significant amount of resources has been devoted to seeking sources of funding to ensure the continuation of the Change Step Service across Wales, a valuable and effective mentoring service for our military personnel returning to civilian life. Gratitude is extended to Geraint Jones of CAIS for his commitment to this continuing task. This will continue to be a priority for DACW.

To consolidate the membership and prepare for further development by reviewing existing articles of association and broadening scope in light of the new members to the consortium. We must continue to meet the needs of people affected by substance misuse and mental health across Wales.

Members of DACW continue to meet quarterly in promoting the objectives of the Charity. We plan to continue representing DACW in the public and third sector. The members are also mindful of the Welsh Government's commitment to achieve economies of scale through shared services.

### **Statement of Trustees Responsibilities**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare financial statements on the 'going concern' basis unless it is inappropriate to presume that the charitable company will continue in business.

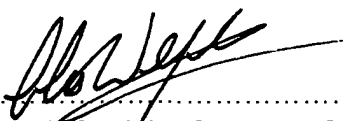
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud, avoid conflicts of interest and other irregularities.

### **Disclosure of Information to the Independent Examiner**

So far as the trustees are aware, there is no relevant information (as defined by section 418 of the Companies Act 2006) of which the charitable company's independent examiner is unaware and each trustee has taken all steps they ought to have taken as trustees in order to make them aware of any relevant information and to establish that the charitable company's independent examiner 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.

### **On Behalf of the Board**



.....  
Clive Wolfendale, Company Secretary

Date: 3 September 2019



## **Independent examiner's report to the trustees of DACW (Development a Caring Wales)**

I report on the accounts of the company for the year ended 31 March 2019, which are set out on pages 9 to 14.

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

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

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

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

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

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner..... 

Date..... 11/11/19

Name: Sandra Ackers (Finance Manager), Chartered Institute of Management Accountants (ACMA)

Address: 2 Campbell Close, Penrhyn Bay, Llandudno, Conwy, LL30 3FD

**Statement of Financial Activities for Year Ending 31<sup>st</sup> March 2019**  
**(Incorporating the Income & Expenditure Account)**

	<u>Notes</u>	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>Total</u> £	<u>Prior</u> <u>Year</u> £
<b><u>Incoming Resources from Charitable Activities</u></b>					
Subscriptions		0		0	6000
Grants			0	0	0
Other Income		0		0	0
<b>Total Incoming Resources</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>
<b><u>Resources Expended</u></b>					
Charitable Activities		1,955	0	1,955	1,328
Governance		646		646	272
<b>Total Resources Expended</b>	<b>3</b>	<b>2,601</b>	<b>0</b>	<b>2,601</b>	<b>1,600</b>
<b>Net Incoming / Outgoing Resources</b>	<b>5</b>	<b>-2,601</b>	<b>0</b>	<b>-2,601</b>	<b>4,400</b>
Gross Transfers Between Funds		0	0	0	0
<b>Net Movement In Funds</b>		<b>-2,601</b>	<b>0</b>	<b>-2,601</b>	<b>4,400</b>
Total Funds Brought Forward		12,393	0	12,393	7,993
<b>Total Funds Carried Forward</b>		<b>9,792</b>	<b>0</b>	<b>9,792</b>	<b>12,393</b>

**Continuing Operations**

All incoming resources and resources expended were derived from continuing activities.

**Total Recognised Gains and Losses**

There were no recognised gains and losses other than those contained within the Statement of Financial Activities.

**Balance Sheet as at 31<sup>st</sup> March 2019**

	<u>Notes</u>	<u>At 31 March 2019</u>	<u>31.03.18</u>
		£	£
<b><u>Fixed Assets</u></b>	6	0	0
<b><u>Current Assets</u></b>			
Cash		10,109	12,393
Debtors and Accrued Income			
<b><u>Liabilities</u></b>			
Current Liabilities	7	- 317	0
Net Current Assets		9,792	12,393
<b>Net Assets</b>		<u>9,792</u>	<u>12,393</u>
<b><u>The Funds of the Charity</u></b>			
Unrestricted Income Funds		9,792	12,393
<b>Total Funds</b>		<u>9,792</u>	<u>12,393</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ending 31<sup>st</sup> March 2019.

The trustees have not required the company to obtain an audit of its financial statements for the year ending 31<sup>st</sup> March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

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

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

Approved by the Board on 3 September 2019 and signed on its behalf by:

.....  
Name:  Karen Ozzati, Treasurer

## **Notes to the Financial Statements**

### **1. Accounting Policies**

#### **Basis of Accounting**

The financial statements have been prepared under the historical cost convention in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005), the Financial Reporting Standards for Smaller Entities (2008) and the Companies Act 2006.

#### **Going Concern**

The financial statements have been prepared on the assumption that adequate funding will be available in the future and therefore the trustees consider it appropriate to prepare the financial statements on a going concern basis.

#### **Incoming Resources**

Income from service level agreements, grants, fees and rents, including capital grants are included in incoming resources when these become receivable, except as follows:

- When it is specified that income received by the charitable company is to be used in future periods, then the income is deferred until that period.
- When conditions are imposed which have to be fulfilled before the charitable company becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When specified, income including capital grants is for a particular restricted purpose, which does not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Subscribing members are entitled to services and benefits of membership, which is currently not designated to a particular period. The associated income is recognised in the Statement of Financial Activities as the benefit or service is provided.

Donations are recognised as they are received unless they have a specific purpose.

#### **Investment Income**

Investment income is included as an incoming resource when receivable by the charitable company.

#### **Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any unrecoverable VAT.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include examiner fees and costs linked to the strategic management of the charity.

Where expenditure is being incurred as a direct result of a particular activity then those costs are attributed to those specific activities and cost categories. Where expenditure is shared between activities then a fair and reasonable approach is adopted to allocate those costs between activities.

#### Fund Accounting

Funds held by the Charity are either:

- Unrestricted general funds - These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

#### Fixed Assets

Tangible fixed assets for use by the charity would be stated at cost, less depreciation, which would be over the useful life of the asset using the straight line method.

## 2. Grants

	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>Total Funds</u> £	<u>Prior</u> <u>Year</u> £
Subscriptions	0		0	6,000
Grants	0		0	0
Other Income	0		0	0
<b>Total Incoming Resources</b>	<b>0</b>		<b>0</b>	<b>6,000</b>

## 3. Total Resources Expended

	<u>Charitable</u> <u>Activities</u> £	<u>Governance</u> £	<u>Total</u> £	<u>Prior</u> <u>Year</u> £
Travel & Subsistence including				
Room Hire		646	646	259
Marketing	132		132	1,268
DACW Conference Event	1,763		1,763	13
Bank Charges	60		60	60
<b>Total Resources Expended</b>	<b>1,955</b>	<b>646</b>	<b>2,601</b>	<b>1,600</b>

## 4. Staff Costs

There were no employees during the year. Activities requiring staff were provided for by the eight member organisations and chairperson on a voluntary basis.

Trustees of DACW received no remuneration from the Charity during the year.

## 5. Net Outgoing / Incoming Resources for the Period

There were no expenses for audit fees, leases or trustees' remuneration within the net outgoing/incoming resources for the period.

### Tangible Fixed Assets

There were no fixed asset transactions during the year.

**6. Creditors: Falling Due Within One Year**

	<u>31 March 2019</u>	<u>31 March 2018</u>
	£	£
Accruals	0	0
Deferred Income (Subscriptions)	0	0
Creditors	0	0
	<u>0</u>	<u>0</u>

**7. Related Parties**

All eight trustees of the Charity are senior representatives of their respective DACW member organisations as follows:

**Trustees**

Mr. Clive Wolfendale  
Mrs. Karen J. Ozzati  
Mrs. Caroline Phipps  
Rev. Martin O. Blakebrough  
Mrs. Jean M. Harrington MBE  
Mr. Alun Thomas  
Mr. John Lowes  
Ms. Bernadette Bowen-Thompson

**Members**

CAIS  
WCADA  
BAROD  
Kaleidoscope Project  
TEDS  
Hafal  
NewLink Wales  
Safer Wales