

**REGISTERED COMPANY NUMBER: 3689561 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1075892**

**Report of the Trustees and  
Consolidated Financial Statements for the Year Ended  
31 March 2014  
for  
Southern Addictions Advisory Service**

**Southern Addictions Advisory Service**

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for the Year Ended 31 March 2014**

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## **Southern Addictions Advisory Service**

### **Company Information**

<b>TRUSTEES:</b>	Peter Wallis (Chairman) Susan Bowen Sarah Buckingham (appointed 26 April 2013) Kirsty Collier (appointed 26 April 2013) Dr Alan Davis Keith Deane (appointed 26 April 2013) Elizabeth Grant Katharine Mills Warren Rockett Jane Woodley
<b>COMPANY SECRETARY:</b>	John Willis
<b>REGISTERED OFFICE AND PRINCIPAL ADDRESS:</b>	14 Jenner Road Guildford Surrey GU1 3PL
<b>BANKERS:</b>	Barclays Bank plc Camberley Surrey GU15 3RQ
<b>SOLICITORS:</b>	Clyde & Co Beaufort House Chertsey Street Guildford Surrey GU1 4HA
<b>AUDITORS:</b>	Roffe Swayne Registered Auditors and Chartered Accountants Ashcombe Court Woolsack Way Godalming Surrey GU7 1LQ
<b>CHARITY NUMBER:</b>	1075892
<b>COMPANY NUMBER:</b>	3689561

**Southern Addictions Advisory Service  
Chairman's Report and Chief Executive's Statement  
for the Year Ended 31 March 2014**

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

**Chairman's Report**

We continue to make good progress in meeting our objectives of counselling people with a wide range of problems. These go beyond drugs and alcohol and include the whole range of problems faced by individuals in our modern society, of loneliness, anxiety, housing, benefits, etc. Our service is very clearly focussed in facing these problems and achieving very positive outcomes.

At the present time, when we face national economic problems, there is no doubt that the charity sector is facing cuts in the name of wider economies. It would be a pity if this process goes too far as charities represent a very cost effective means of trying to resolve the problems of the modern world which would repay immense dividends to society by improving all aspects of wellbeing. Charities are a ready-made resource of the necessary skills to achieve these aims.

We now operate throughout Surrey in parts of our work which has been a challenge and also a benefit and we continue to look to neighbouring counties in order to investigate the possibilities of new work.

We run a very successful company, AES, which concentrates on the social and cleaning needs of people who are, very often, in desperate straits and need social support to enable them to recover their lives and their health

I would like to take this opportunity to thank all the SAdAS staff and volunteers. They have faced all the different problems with great dedication and determination. SAdAS has a long history of helping people going back 30 years and our ability to continue this tradition is a tribute to our training and the qualities of the volunteers and staff.



**Peter Wallis  
Chairman  
SAdAS**

**Southern Addictions Advisory Service  
Chairman's Report and Chief Executive's Statement  
for the Year Ended 31 March 2014**

**Chief Executive's Statement**

SAdAS has continued to develop in the last year. We successfully defended a tender that has expanded our remit to now cover the whole of the county for work with Drug and Alcohol users and have overseen the roll out of wellbeing services in conjunction with numerous co-contributing charitable partners. We continue to run a very well developed counselling service and run a successful social enterprise which is growing rapidly.

We run a number of services in Surrey which are characterised by honesty, friendliness and warmth. Our clients are our customers and deserve high quality and easily accessed services which are also effective and useful. And we hope that this is what we have achieved.

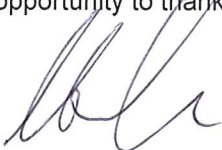
Certainly we feel we understand the people who come through our doors and are able to make a positive difference in many people's lives. Whatever the problem we are going to try and help be it problems with housing, benefits, depression, anxiety, loneliness or of course problems with drugs or alcohol. It's not really about the problem in many cases its more about what underlies this and how we can help a person change so that the problems don't just come back.

There are two particular challenges ahead which are beginning to make themselves felt and which I think will continue to do so given the financial imperatives of the next few years.

Firstly, with the emphasis on Recovery in both Mental Health Services and Drug and Alcohol Services the temptation is to forget the people who are not ready to recover yet but who are still having a huge impact on their community and the lives of their family and friends and ergo society in general.

And on a related theme the emphasis is all about prevention which whilst sounding sensible similarly runs the risk of forgetting the people who currently need help. It is all very well reducing the risk of someone drinking above the government guidelines in the hope that they will not need that heart bypass in 20 years, but it cannot result in services who turn away severely traumatised and heavily drinking people right now.

As usual SAdAS would not be the vibrant and inspirational place that it is without the volunteers, clients, and staff who all work together to create a positive and fulfilling environment for change. I would like to take this opportunity to thank them for their dedication and ongoing support.



**Haydn Morris  
Chief Executive  
SAdAS**

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Objectives and Activity**

SAdAS works with drug and alcohol users and people with emotional and wellbeing issues to improve their lives in terms of stability, performance and wellbeing. We measure much of this improvement using various tools such as the outcome and recovery star as well as being subject to numerous data collecting systems which are nationwide. (Please note that all data is anonymous).

We have an integrated outreach team which incorporates work with people suffering drug and alcohol, mental health and housing problems, with the aim to reduce chaos and promote stability.

We have a counselling service which also seeks to help people to deal with the issues which have led them to be suffering from drug or alcohol issues and wellbeing problems.

All projects are funded through donations, contract work (Surrey County Council) and the Big Lottery Fund.

However a major part of the work that SAdAS performs is due to our dedicated and resourceful set of volunteers who work hard to provide the extras which are rarely funded such as acupuncture, music workshops, group work, football, and who help to maintain the building and its environs. We also own a social firm involved with extreme cleans and this too is aided by volunteer involvement.

#### **The Team Approach**

We try to fit our services around people's lives, and this is the basis of our approach to team working. In response to reports from clients that they could not always get help from their keyworker – for example, due to leave, – we have introduced 'the team approach'.

This works a bit differently to most other services. Ideally, all members of a SAdAS team will know and, in most cases, have worked with all clients. There are clear advantages; everyone in the team can help clients, there's always someone available and clients can choose who they prefer to work with.

Every client is discussed at our weekly team meetings, and plans for the week ahead are agreed with the relevant staff.

Gus MacKenzie, Operation Director says: "While this approach calls for greater flexibility on our part, we feel it gives our clients a full-time contact and helps staff to maintain their focus and boundaries – something that is not always easy with this type of outreach."

#### **Our Mission**

To provide an accessible, responsive service for people with drug and alcohol problems and concerned others and to promote the reduction of drug and alcohol related harm to individuals and communities in Surrey and surrounding areas.

- Positive and effective action to reduce drug and alcohol related deaths.
- Promotion of harm reduction and controlled drinking when abstinence is not an option.
- Advocacy on behalf of a client group which has difficulty in accessing health and social care.
- Commitment to ensuring that clients are made aware of the wide range of services for drug and alcohol users available in Surrey and beyond, and to help them to access services appropriately.
- Providing relevant, effective and user friendly services to clients and concerned others.
- Developing new and effective ways of working within a field which is constantly changing.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Projects**

##### **Community Incident Action Groups (CIAG)**

SAdAS's Community Incident Action Group (CIAG) continues its good work. Our research shows that its work can have a big impact in cutting the cost of crime. Costs to the public purse of an estimated £1million have been halved through the efforts of one worker alone.

Our CIAG team has been working with the relevant Borough Community Incident Action Groups in Tandridge Borough Council and Redhill and Reigate Borough Council and Mole Valley District Council. The group focuses on people who regularly come to the attention of the authorities for various reasons; very often they will have drug and/or alcohol issues, as well as mental health problems. As a vulnerable section of the community, they often slip through the service provision net.

CIAG continues to develop a strong working presence within the groups and continues to engage these clients with services, especially in relation to their housing and criminal justice needs. As a result, we are receiving referrals from a variety of services.

We have researched the offending and health needs of this worker's clients, as part of the overall evaluation of the project. This research, published as *It pays to reach out*, looks at the costs – in relation to crime, police, health and so on – relating to each client, based on government and other figures.

##### **Service User Involvement**

We see our clients as customers who need to engage with our services, rather than people who are ill. So it makes good sense for us to involve them in decisions over how we deliver services.

Our service user group meets regularly in our offices and established group members can take part in all our internal training and we encourage their involvement when we interview job applicants. They are also encouraged and very welcome to attend our internal non-clinical team meetings, and do so.

Details of our service user representatives are available throughout the agency and clients are encouraged to take part in shaping their own services.

##### **Integrated Support in Surrey (ISIS)**

This is a joint funded contract with Public Health, Supporting People and Surrey County Council which incorporates the previous teams of Links, Omni and Engage.

The Commissioners wanted one service to cover the County of Surrey and we were successful in securing this contract which commenced on 1st October 2013.

ISIS is an Adult Tier 2 and Low Threshold Tier 3 Substance Misuse Treatment Service which includes Housing Support. It is open to adults throughout the County of Surrey.

Flexibility will be given to work with those aged 16 -17 years old where this is an appropriate response to the presenting need.

We have established four Hubs throughout Surrey where our teams are based and deliver the service. In addition to this we have a plethora of satellite venues which we use in order to improve engagement as we are able to see clients either in their area or very close by.

People are referred to this service from a wide range of sources - from other drug and alcohol teams to police and probation, GPs and self-referral. We believe our success in this area is thanks to our very dedicated and professional team of staff and the partnership working arrangements that we have in place with other services.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Projects**

##### **Integrated Support in Surrey (ISIS) - continued**

ISIS main aims are:

- To prevent problematic substance misuse
- Reduce drug and alcohol related crime
- To enable and support the long-term recovery, rehabilitation and social reintegration of people in Surrey affected by substance misuse

In addition to the above, the ISIS contract will also continue to support high risk clients with complex needs, where most of them are reluctant to use services. They lead chaotic and risky lifestyles, including substance misuse and are often in poor physical health, with on-going mental health issues.

Preventing homelessness is also high on our agenda and the Housing Support element of this contract replaces the previous Links team. We deal mainly with clients who are at risk of eviction and work with other agencies, where at times, even if we do not take on the case, a brief input could assist the client to remain in their tenancy, or be offered a tenancy with our ongoing support.

We have over 10 years of experience delivering this service and have a substantial network in place in order to ensure quality delivery and successful outcomes.

##### **Community Connections/The Welcome Project**

Community Connections is the adult mental health service funded by Surrey County Council, NHS Surrey and the Surrey Clinical Commissioning Groups. The Welcome Project is part of SAdAS and as of the 1 April 2013 is contracted to deliver the service in the boroughs of Guildford, Waverley and Surrey Heath in partnership with Guildford Action, Oakleaf Enterprises and Voluntary Action South West Surrey (VASWS). The Welcome Project teams:

- Provide access to a range of work, educational, social/fun and physical activities that promote well-being
- Work in partnership with other organisations to provide a broad range of services in the Boroughs
- Provide outreach services
- Reach those who are vulnerable, isolated and reluctant to access support
- Prevent individuals requiring specialist mental health interventions, where possible
- Work with other local providers and services to increase inclusion and access to support and activities.

##### **The Big Lottery Fund – Reach Out.**

This project is funded by The Big Lottery and was awarded the 4 year funding from April 2011.

The main aims of this service is in two parts, first, to offer one to one counselling and develop Peer groups to clients that are, or have had, problems with using drugs or alcohol and secondly, to offer one to one counselling and development of support groups for significant others that are caring for someone that is having problems with drugs and alcohol use.

We cover the County of Surrey and have exceeded the first aim mentioned above. In relation to the second aim, the uptake of significant others into groups has been lower than expected.

We have identified additional gaps in service and are at present applying to the Big Lottery for extended funding with adjustments in order to bridge these gaps.

The Big lottery supported counselling service which is a mainstay of the treatment scene in Surrey is funded until May next year (2015).



## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Projects**

We also put a longstanding grant from Surrey County Council into this service but unfortunately this grant ceased on 31 March 2014. We fully understand why this needs to be the case given the enormous savings that the County needs to make and are grateful to them for supporting us for so long. Nevertheless we have needed to make significant savings from this area.

We are also beginning to think about re-applying to The Big Lottery for this valuable and very busy service to continue and have asked for ideas and feedback from stakeholders, clients, volunteers and staff to inform our bid.

#### **Achievements and Performance**

We contribute to the Countywide data collection system run by the National Treatment Agency and perform very well in comparison to similar services. Surrey has recently received an uplift in its funding due to performance and we are proud to have played a part in this.

As mentioned above the most valuable feedback comes from our clients who all (where appropriated) complete an outcome star which measures performance and improvement.

A recent report into the work of 1 outreach worker alone showed that for every £1 spent with us produces savings of £12.

The Charity achieves these objectives by employing strategies which include the provision of a range of services which are intended to address, with high quality support, the problems arising from drug and alcohol misuse. The Charity also focuses on steps to limit the harm which comes from the abuse of drugs and alcohol and works towards applying national standards of service and the implementation of the National Occupational Standards relevant to such activities. The Charity works in partnership with other agencies, where appropriate, to secure the widest range of services in order to serve those in the community who have need of such services.

#### **Strategy**

The Trustees and the Senior Management Team have prepared both long-term and short-term strategic plans designed to achieve the objectives of SAdAS. In most instances the determining factor which drives success of these strategies is the ability to secure funding for the activity. The long-term strategy is contained within a five year rolling strategic plan which the Trustees review annually. The shorter term strategies are applied by the Senior Management Team and are based upon both researched and opportunistic proposals for services suitable to be provided by the Charity.

#### **Investments**

SAdAS does not invest as a charity other than the deposits which it retains in accordance with its reserves policy. SAdAS seeks funds, principally from the statutory sector, in order to undertake its activities. SAdAS also seeks charitable contributions from other charities, the public and government or quasi government organisations.

#### **Policies**

The Trustees have worked closely with the Senior Management Team in order to develop a code of policies suitable for the Charity's operations. These range across the board and are the subject of frequent review. SAdAS employees receive information about the Charity's policies at induction and when any significant change in policy takes place this is the subject of briefing and is promulgated through the use of the Charity's intranet.

The majority of the Charity's income is based on commissioned services where the commissioning body utilises a service level agreement to specify the services which are to be provided by SAdAS. The service level agreement will also include key performance indicators and standards by which the performance of SAdAS is to be monitored. There are regular, at least annual, meetings with each commissioning body in order to report upon and review the Charity's performance.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Achievements and Performance**

##### **Measure of outcomes**

SAdAS has introduced across all of its projects an ability to measure outcomes of its services which is used for the purpose of training, reporting to commissioners and improvement of services. These outcomes are measured across a number of metrics including the number of clients helped, the effectiveness of the service provided to clients and the ultimate outcome of the involvement of that client with SAdAS. The measures of outcomes demonstrate that SAdAS is achieving the objectives set out in its service level agreements.

##### **Locations**

SAdAS operated during the year from two principal locations, one in Guildford, one in Woking.

In addition SAdAS has four offices strategically located around Surrey.

##### **Employees**

The number of employees of the Charity has increased during the year. At the start of the year, approximately twenty-three staff were employed, which increased to forty two at the end of the year. In addition Alpha Extreme employed two full time and four part time staff on zero hour contracts at 31 March 2014. SAdAS seeks to provide employees with a challenging and rewarding employment and the Trustees consider that the Senior Management Team has secured a first rate group of employees who help to deliver the services that the Charity provides. Employee costs are the largest element of SAdAS expense. It is recognised by the Trustees and the Senior Management Team that providing value for money and consistency of service is dependent upon the effective deployment and quality of its employees. By utilising its employee policies, including appraisal, SAdAS seeks to develop and improve its employees. Employees of SAdAS are eligible to join the Surrey County Council pension scheme of which SAdAS is an affiliated body.

##### **Risk Factors**

There are a number of issues which are potentially risks which could affect SAdAS. The Trustees and the Senior Management Team monitor these as closely as possible in accordance with our risk management arrangements. It is envisaged that only a serious and enduring issue outside the control of the Trustees and the Senior Management Team would be likely to cause serious damage to the operations and financial stability of Southern Addictions Advisory Service.

##### **Public benefit**

The Directors confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit.

#### **Plans for the Future**

- We are looking to increase the work we do with people who are suffering from low level mental health problems (wellbeing) such as depression, anxiety and a wide variety of similar issues.
- We are looking to improve our relations with other charities and statutory services with a view to producing a much more integrated approach to person care.
- We are looking to increase our capacity to involve volunteers in our work.
- We are looking to promote the idea of Social Return on Investment as a means of demonstrating value for money.

We are also producing a much more detailed breakdown of our aims, objectives and rationale for people who want to know much more.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Plans for the Future**

#### **Alpha Extreme Services Limited**

Alpha Extreme Services has doubled its turnover again this year following a similar doubling last year. AES - provides social support work to people who will not engage with, or are too risky for statutory services engage with or for those people who just require a different sort of approach. These activities range from maintenance work with people who have longer term needs through to one off pieces of work to help someone get out of a difficult place. It has moved offices and now employs several more staff both on a sessional and full time basis. Although of course more staff means that there is more outlay (and we keep our prices extremely competitive) AES has been able to make a small donation back to SAdAS this financial year.

#### **Structure, Governance and Management**

##### **Constitution**

SAdAS is a charitable company limited by guarantee incorporated on 21 December 1998 with company registration number 3689561. SAdAS was registered as a charity on 9 June 1999, under registered charity number 1075892.

The Charity was established under a Memorandum of Association which established the objects and powers of the Charity and is governed under its Articles of Association

All the Trustees are members and as the Charity is limited by guarantee and has no share capital, the obligation of the Trustees is limited to a £10 contribution if the Charity is wound up.

#### **Structure, Governance and Management - continued**

##### **Trustees**

The Trustees are also directors for the purposes of company and charity law. The Trustees undertake recruitment of new trustees by a mixture of advertising and personal or professional contacts. Under the constitution of the Charity, specified Trustees are required to retire each year but may offer themselves for re-election. There is no time or upper age limit for holding an appointment as Trustee. Upon appointment a trustee induction programme is arranged and the new Trustee will also be encouraged, along with other Trustees, to seek suitable further training from time to time in order to assist Trustees to continue effectively to carry out their role. This may be arranged using external resources or managed within SAdAS. The Trustees have at least one group training session per year.

The Trustees meet approximately quarterly, in a structured meeting which includes members of the Senior Management Team of the Charity - for appropriate parts of the meeting.

None of the Trustees received, directly or indirectly, any remuneration from the Charity in the year.

##### **Senior Management Team**

The Trustees have delegated day to day responsibility for the management of the Charity's obligations and the provision of its services to a Chief Executive Officer. The Chief Executive Officer is responsible for ensuring that the Charity's operations are properly organised so it delivers its services and that the key performance indicators established by the Trustees or the relevant service level agreement are met. The Chief Executive Officer has, with the Trustees' approval, created a management structure to achieve this. The Senior Management Team is: Haydn Morris – Chief Executive Officer; John Willis – Finance Director, Gus MacKenzie – Director of Operations, and Susan Murphy – Deputy Chief Executive Officer.

In turn the Chief Executive Officer has created a structure for each of the Charity's projects which allows delegation of responsibility for the delivery of the services on those respective projects to a manager and support staff employed by SAdAS.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Plans for the Future**

##### **Volunteers**

The Charity benefits from the work of a very experienced and highly trained group of Volunteer Counsellors who assist in connection with the Charity's counselling project and other projects where appropriate. All such volunteers are trained and qualified with relevant professional bodies. Much of the training has been provided by SAdAS which is itself an accredited training body for counsellors.

##### **Risk Management**

The Trustees and the Senior Management Team are fully engaged with appropriate risk management assessments for all activities and operations of SAdAS. Appropriate procedures are in place in regard to assessment of risk at Trustee level and in regard to each level of the Charity's operations. The Trustees and the Senior Management Team from time to time take the opportunity to test the effectiveness of the risk appraisal systems used by SAdAS. Regular reports in regard to risks concerning operational, health and safety and financial issues are provided at Trustee meetings

#### **Financial Review**

The detailed financial statements relating to the activities of Southern Addictions Advisory Service are contained in this Report.

##### **Current Financial Position**

The Trustees consider that, for the scale of its current operations and having regard to its operational, employee and community obligations, the financial position of SAdAS is sound and satisfactory. Much of the income of SAdAS currently comes from statutory sources such as Surrey County Council, Local Borough Council and The Big Lottery Fund. Specific service and short term project grant income is treated as restricted funds in the accounts; the majority of that type of funding is received and expended within the same financial year.

##### **Financial Policies**

Financial policies approved by the Trustees are strictly enforced within SAdAS both at the management level and with regard to employees. Expenditure is carefully monitored against budget and quarterly reports of performance against budget are provided to Trustees. Information on particular projects reports are provided to the managers of those projects and to the Senior Management Team on a quarterly basis. During the year there have been no apparent breaches of SAdAS financial policies.

##### **Reserves**

The Trustees have developed and adopted a reserves policy for the Charity. This recognises that the objectives of the Charity requiring the delivery of services must be the prime focus for use of funds but that the obligations of the Trustees to staff, volunteers and commissioners require that a prudent position is taken in case of financial stress on the Charity. The Trustees have, therefore, chosen to implement the policy and measure the appropriate level of reserve by reference to the certainty of the Charity's income.

The majority of the Charity's income arises from contracts under which SAdAS is commissioned to provide various services for the benefit of the residents of Surrey. These contracts are in the form of service level agreements, signed by the commissioning body (usually a statutory body, government agency or quasi governmental organisation funded by local or central government) and SAdAS. Under these contracts, which run for various lengths of time, the commissioning body is obliged to provide at least six months notice before terminating the contract other than at the intended date. The Trustees believe that this notice period, provides an effective safe period in which the Charity could reorganise in order to redeploy or reduce its resources in such circumstances.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Financial Review**

Because not all its contracts are in this form, some having less notice or being different in other ways, and because of the cash obligations inherent in running an operation of this kind, the Trustees have considered it prudent to maintain a limited reserve to support the Charity's needs against risks which, though unlikely, are possible. The level recognises the Trustees determination that the funds with which the Charity is entrusted shall be used for their intended purpose.

At 31 March 2014, the Charity's restricted and unrestricted reserves totalled £314,981. The Trustees believe the present level of reserves is adequate although, in keeping with the Charity's policy, this is kept under regular review.

#### **Principal Funding Sources**

As disclosed above the principal funding sources for the Charity arise under the service level agreements it has entered into with commissioning bodies. For the two largest, by value per annum, of these contracts effective during the year, the commissioners were:

Surrey County Council  
The Big Lottery Fund

#### **Transparency of Costs**

The Charity's Senior Management Team, supported by the Trustees, have sought to manage the Charity's expenses and income in such a way that commissioners can readily see the value which is generated by SAdAS activities in order to meet their commissioned objectives. Each project is carefully analysed in order to understand the balance of costs as between different employees, accommodation and support. All such information is provided to managers of the projects in order that they can be aware of the expense which is being incurred and ensure that the services required of SAdAS are available in order to meet the obligations contained under each service level agreement contract.

## **Southern Addictions Advisory Service**

### **Report of the Directors and Trustees for the Year Ended 31 March 2014**

#### **Statement of Trustees Responsibilities**

The trustees (who are also the directors of SAdAS for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the 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 and other irregularities.

#### **Statement as to Disclosure of Information to Auditors**

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 auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

#### **AUDITORS**

The auditors, Roffe Swayne, will be proposed for re-appointment at the forthcoming Annual General Meeting.

#### **ON BEHALF OF THE BOARD:**



Peter Wallis - Chairman

Date: 26/ix/14

**Southern Addictions Advisory Service  
Report of the Independent Auditors to the Members of**

**Independent Auditor's Report to the trustees of Southern Addictions Advisory Service  
for the Year Ended 31 March 2014**

We have audited the financial statements of SAdAS for the year ended 31 March 2014, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. 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.

**Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion**

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 2014, 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 (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Southern Addictions Advisory Service  
Report of the Independent Auditors to the Members of**

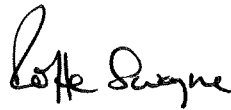
**Independent Auditor's Report to the trustees of Southern Addictions Advisory Service  
for the Year Ended 31 March 2014**

**Matters on which we are required to report by exception:**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Roffe Swayne  
Registered Auditors &  
Chartered Accountants  
Eligible to act as an auditor in terms of  
Section 1212 of the Companies Act 2006  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey  
GU7 1LQ



Date: .....26/9/14.....



**Consolidated Statement of Financial Activities  
for the Year Ended 31 March 2014**

	Notes	Unrestricted funds £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	15,637	2,356	17,993	13,099
Investment income	3	3,268	-	3,268	7,158
<b>Incoming resources from charitable activities</b>					
Service level agreements	4	-	1,455,074	1,455,074	841,341
Other income and training		25,092	-	25,092	8,953
Other incoming resources		<u>154,441</u>	<u>-</u>	<u>154,441</u>	<u>71,489</u>
<b>Total incoming resources</b>		198,438	1,457,430	1,655,868	942,040
<b>RESOURCES EXPENDED</b>					
Charitable activities	5	21,913	1,594,311	1,616,224	858,001
Other resources expended		137,331	-	137,331	65,056
<b>Governance costs</b>	8	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>8,000</u>
<b>Total resources expended</b>		159,244	1,604,311	1,763,555	931,057
<b>NET (OUTGOING)/INCOMING RESOURCES before transfers</b>		<u>39,194</u>	<u>(146,881)</u>	<u>(107,687)</u>	<u>10,983</u>
<b>Gross transfers between funds</b>	19	<u>(72,567)</u>	<u>72,567</u>	<u>-</u>	<u>-</u>
<b>Net (outgoing)/incoming resources</b>		(33,373)	(74,314)	(107,687)	10,983
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>327,815</u>	<u>94,482</u>	<u>422,297</u>	<u>411,314</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>294,442</u></u>	<u><u>20,168</u></u>	<u><u>314,610</u></u>	<u><u>422,297</u></u>

Consolidated Balance Sheet  
At 31 March 2014

	Notes	2014 £	2013 £
<b>FIXED ASSETS</b>			
Intangible assets	12	-	-
Tangible assets	13	500	1,330
<b>CURRENT ASSETS</b>			
Debtors	15	131,535	85,161
Cash at bank		<u>322,715</u>	<u>446,687</u>
		454,250	531,848
<b>CREDITORS</b>			
Amounts falling due within one year	16	<u>(140,140)</u>	<u>(110,881)</u>
<b>NET CURRENT ASSETS</b>		<u>314,110</u>	<u>420,967</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>314,610</u>	<u>422,297</u>
<b>NET ASSETS</b>		<u>314,610</u>	<u>422,297</u>
<b>FUNDS</b>			
Unrestricted funds	19	294,442	327,815
Restricted funds		<u>20,168</u>	<u>94,482</u>
<b>TOTAL FUNDS</b>		<u>314,610</u>	<u>422,297</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

However, these financial statements have been audited under the requirements of Section 154 of the Charities Act 2011.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 26-9-14 and were signed on its behalf by:

  
Peter Wallis - Chairman

  
Susan Bowen - Trustee

Charity Balance Sheet  
At 31 March 2014

	Notes	2014 £	2013 £
<b>FIXED ASSETS</b>			
Intangible assets	12	-	-
Tangible assets	13	500	-
Investments	14	100	100
<b>CURRENT ASSETS</b>			
Debtors	15	119,064	95,263
Cash at bank		<u>315,883</u>	<u>438,557</u>
		434,947	533,820
<b>CREDITORS</b>			
Amounts falling due within one year	16	<u>(120,566)</u>	<u>(107,412)</u>
<b>NET CURRENT ASSETS</b>		<u>314,381</u>	<u>426,508</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>314,981</u>	<u>426,508</u>
<b>NET ASSETS</b>		<u>314,981</u>	<u>426,508</u>
<b>FUNDS</b>			
Unrestricted funds	19	294,813	332,026
Restricted funds	19	<u>20,168</u>	<u>94,482</u>
<b>TOTAL FUNDS</b>		<u>314,981</u>	<u>426,508</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

However, these financial statements have been audited under the requirements of Section 154 of the Charities Act 2011.

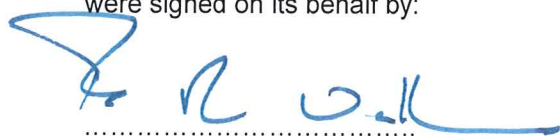
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The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 26-9-14 and were signed on its behalf by:



Peter Wallis - Chairman

Warren Rockett -Trustee

**Notes to the Financial Statements  
for the Year Ended 31 March 2014**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The accounts have been prepared on the accruals basis and are inclusive of VAT as it is not recoverable.

**Basis of consolidation**

The consolidated accounts incorporate the results of Southern Addictions Advisory Service and its subsidiary undertaking on a line by line basis. The consolidated entity is referred to as 'the Group'. No separate company Statement of Financial Affairs (SOFA) has been prepared for the Charity as permitted by Section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

**Accounting convention**

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

**Incoming resources**

Incoming resources are received by way of grants and donations and are recognised in full within the Statement of Financial Activities (SoFA) in the year in which they are receivable. Income is deferred only when the Charity has to fulfil conditions which they are uncertain to be able to fulfil before becoming entitled to it. Grant income comes mainly from various statutory bodies, including Surrey County Council, Surrey Drug and Alcohol Action Team, Surrey Police and local borough councils.

Investment income is recognised when receivable.

**Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure is reported as part of the expenditure to which it relates.

**Allocation and apportionment of costs**

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Common costs have been apportioned between unrestricted and restricted funds in the ratio of personnel resources utilised, except where costs have been fully reimbursed under the terms of the project.

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

Governance costs include those associated with meeting the constitutional and statutory requirements of the Charity which include the audit fees and costs linked to the strategic management of the Charity.

**Tangible fixed assets**

The value below which assets acquired have been deemed to be revenue and thus charged directly as resources expended within the SoFA is £5,000. The £5,000 capitalisation limit is reduced for computer equipment such as laptops, to £nil so that a good record of computer equipment can be retained. Depreciation of fixed assets is calculated to write off their cost or valuation, less residual value, over their estimated useful lives as follows:

Computer equipment	- 33⅓% straight line
Furniture and other equipment	- 25% straight line
Motor vehicles	- 50% straight line

**Taxation**

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

**Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the grant provider.

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

1. ACCOUNTING POLICIES - continued

**Retirement benefits**

The Charity operates a defined benefit pension scheme which is open to all employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund, and pensions payable under the scheme are based on final pensionable salary. This scheme is the Local Government Pension Scheme administered by Surrey County Council, who also arrange for triennial actuarial reviews to be carried out.

The latest actuarial valuation was carried out at 31 March 2010. The operating costs of providing these benefits are recognised in the Statement of Financial Activities in the accounting year in which the benefits are earned by the employees, and related financing and other costs recognised in the year in which they arise. No other retirement benefits are provided.

2. VOLUNTARY INCOME

	2014 £	2013 £
Donations	<u>17,993</u>	<u>13,099</u>

3. INVESTMENT INCOME

	2014 £	2013 £
Deposit account interest	<u>3,268</u>	<u>7,158</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	2014 £	2013 £
Grants	Service level agreements	1,455,074	841,341
Other income	Other income and training	<u>25,092</u>	<u>8,953</u>
		<u>1,480,166</u>	<u>850,294</u>

Grants received, included in the above, are as follows:

	2014 £	2013 £
Omni	108,881	217,762
Engage	100,000	200,000
Supporting people and housing	120,000	240,000
Liberty	40,000	28,852
The Big Lottery Fund	125,934	120,793
MISG Grant	33,934	33,934
ISIS	404,315	-
Wellbeing – Guildford	248,010	-
Wellbeing – Waverley	158,000	-
Wellbeing – Surrey Heath	116,000	-
	<u>1,455,074</u>	<u>841,341</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

5. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 6) £	Support costs (See note 7) £	Totals £
Charitable	<u>1,493,003</u>	<u>123,221</u>	<u>1,616,224</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2014 £	2013 £
Staff costs	993,094	555,104
Payments to service providers	140,987	-
Rent and service charge	86,736	95,284
Insurance	14,775	9,542
Light and heat	11,841	5,019
Telephone	25,529	17,078
Postage and stationery	18,854	6,193
Direct supplies	21,833	10,484
Sundries	30,737	13,887
Repairs and maintenance	66,502	15,605
Travel, subsistence and volunteer	67,766	38,184
Staff training	4,806	7,869
Depreciation	2,200	-
Dilapidations	7,343	-
	<u>1,493,003</u>	<u>774,249</u>

7. SUPPORT COSTS

	Management £
Charitable	<u>133,609</u>
Support costs, included in the above, are as follows:	

	2014 Total activities £	2013 Total activities £
Wages	106,253	75,083
Accountancy and advisory	2,892	2,987
Other professional fees	13,160	4,815
Bank charges	916	867
	<u>123,221</u>	<u>83,752</u>

8. GOVERNANCE COSTS

	2014 £	2013 £
Auditors' remuneration	<u>10,000</u>	<u>8,000</u>



Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

9. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2014	2013
	£	£
Auditors' remuneration	10,000	8,000
Depreciation - owned assets	5,030	-
	<u>          </u>	<u>          </u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits paid for the year ended 31 March 2014 nor for the year ended 31 March 2013.

**Trustees' Expenses**

There were no trustees' expenses paid neither for the year ended 31 March 2014 nor for the year ended 31 March 2013.

11. STAFF COSTS

	2014	2013
	£	£
Wages and salaries	981,847	539,877
Social security costs	82,281	47,211
Other pension costs	<u>35,219</u>	<u>43,099</u>
	<u>1,099,347</u>	<u>630,187</u>

The value of services provided by volunteers has not been included in these accounts.

The average number of employees during the year was 42 (2013: 23). There are no staff earning in excess of £60,000.

12. INTANGIBLE FIXED ASSETS

	Group Goodwill	Charity Goodwill £
<b>COST</b>		
At 1 April 2013 & 31 March 2014	<u>12,000</u>	<u>12,000</u>
<b>AMORTISATION</b>		
At 1 April 2013 & 31 March 2014	<u>12,000</u>	<u>12,000</u>
<b>NET BOOK VALUE</b>		
At 31 March 2014	<u>          </u>	<u>          </u>
At 31 March 2013	<u>          </u>	<u>          </u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

13. TANGIBLE FIXED ASSETS : GROUP

	Fixtures and Fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2013	27,396	4,045	73,891	105,332
Additions				
At 31 March 2014	-	4,200	-	4,200
	27,396	8,245	73,891	109,532
<b>DEPRECIATION</b>				
At 1 April 2013	27,396	2,715	73,891	104,002
Charge for year	-	5,030	-	5,030
At 31 March 2014	27,396	7,745	73,891	109,032
<b>NET BOOK VALUE</b>				
At 31 March 2014	-	500	-	500
At 31 March 2013	-	1,330	-	1,330

TANGIBLE FIXED ASSETS : CHARITY

	Fixtures and Fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2013	27,396	2,125	73,891	103,412
Additions	-	2,700	-	2,700
At 31 March 2014	27,396	4,825	73,891	106,112
<b>DEPRECIATION</b>				
At 1 April 2013	27,396	2,125	73,891	103,412
Charge for year	-	2,200	-	2,200
At 31 March 2014	27,396	4,325	73,891	105,612



Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

14. FIXED ASSET INVESTMENTS : CHARITY

	Shares in Group undertaking £
<b>COST</b>	
At 1 April 2013 & 31 March 2014	100
	<hr/>
<b>NET BOOK VALUE</b>	
At 31 March 2014	100
	<hr/>
At 31 March 2013	100
	<hr/>

The company's investment at the balance sheet was:

**Alpha Extreme Cleaning Services Limited**

Nature of business: cleaning and support services

	% Holding 100	2014 £	2013 £
Class of shares: Ordinary			
Aggregate capital and reserves		(1,021)	(4,111)
		<hr/>	<hr/>
Profit and loss for the year		3,090	(6,433)
		<hr/>	<hr/>

Alpha Extreme Cleaning services Limited was established to undertake commercial activities arising to support individuals in cleaning premises and disposing of clinical waste.

	2014 £	2013 £
Turnover	154,441	71,489
Cost of sales	(106,847)	(50,657)
Profit on Ordinary Activities before Gift Aid and Taxation	8,590	6,433
Gift Aid payable to SADAS	4,000	-
Taxation	750	-
Retained profit for the year	3,840	6,433
Assets	30,339	32,426
Liabilities	(30,610)	(36,537)
	<hr/>	<hr/>
	(271)	(4,111)
	<hr/>	<hr/>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2014	2013	2014	2013
	£	£	£	£
Trade debtors	77,874	25,653	35,071	13
Prepayments	53,661	59,508	53,383	58,713
	<u>131,535</u>	<u>85,161</u>	<u>88,454</u>	<u>58,726</u>
Debtors: Amounts falling due after one year				
Amounts owed from Group undertakings	-	-	30,610	36,537
	<u>-</u>	<u>-</u>	<u>30,610</u>	<u>36,537</u>
Total debtors	<u>131,535</u>	<u>85,161</u>	<u>119,064</u>	<u>95,263</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2014	2013	2014	2013
	£	£	£	£
Trade creditors	295	-	295	-
Corporation tax	750	-	-	-
Social security and other taxes	33,195	13,399	27,474	13,399
Accruals and deferred income	105,900	97,482	92,797	94,013
	<u>140,140</u>	<u>110,881</u>	<u>120,566</u>	<u>107,412</u>

Included within other creditors and accruals of the charity is £43,042 (2013: £50,534) relating to deferred income, the movement being made up as follows:

	Group	Charity
	2014	2013
	£	£
Deferred income brought forward	50,534	56,849
Recognised in the year	(50,534)	(56,849)
New income deferred in the year	<u>43,042</u>	<u>50,534</u>
Deferred income carried forward	<u>43,042</u>	<u>50,534</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

17. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	Group	Charity
	2014	2013
	£	£
Expiring	-	6,692
Within one year	<u>35,000</u>	<u>35,000</u>
	<u>35,000</u>	<u>41,692</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS : GROUP

	Unrestricted funds £	Restricted funds £	2014 Total funds £	2013 Total funds £
Fixed assets	500	-	500	1,330
Current assets	363,313	90,937	454,250	531,848
Current liabilities	(69,371)	(70,769)	(140,140)	(110,881)
	<u>294,442</u>	<u>20,168</u>	<u>314,610</u>	<u>422,297</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS : CHARITY

	Unrestricted funds £	Restricted funds £	2014 Total funds £	2013 Total funds £
Fixed assets	500	-	500	-
Investments	100	-	100	100
Current assets	344,010	90,937	434,947	533,820
Current liabilities	(49,797)	(70,769)	(120,566)	(107,412)
	<u>294,813</u>	<u>20,168</u>	<u>314,981</u>	<u>426,508</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

19. MOVEMENT IN FUNDS: GROUP

	At 1.4.13 £	Net movement in funds £	Transfers between funds £	At 31.3.14 £
<b>Unrestricted funds</b>				
General fund	297,815	46,537	(72,567)	271,785
Designated fund	30,000	(7,343)	-	22,657
	<u>327,815</u>	<u>39,194</u>	<u>(72,567)</u>	<u>294,442</u>
<b>Restricted funds</b>				
Omni	34,652	(27,147)	(7,505)	-
Engage	8,916	12,467	(21,383)	-
Drugs death consultancy	90	-	-	90
Supporting people and housing	37,472	(36,981)	(491)	-
CIAG	-	(5,003)	5,003	-
The Big Lottery Fund	97	(6,713)	6,616	-
MISG Grant	25	-	-	25
Intervention clinic	4,476	-	-	4,476
Alcohol project-probation	6,942	-	-	6,942
Promote	1,812	-	-	1,812
ISIS	-	(81,584)	81,584	-
<b>Welcome Project</b>				
- Guildford	-	6,823	-	6,823
- Waverley	-	(7,837)	7,837	-
- Surrey Heath	-	(906)	906	-
	<u>94,482</u>	<u>(146,881)</u>	<u>72,567</u>	<u>20,168</u>
<b>TOTAL FUNDS</b>	<u>422,297</u>	<u>(107,687)</u>	<u>-</u>	<u>314,610</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

Information regarding the different projects is included within the Directors' and Trustees' Report.

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

	Incoming Resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	61,107	(14,570)	46,537
Designated fund	-	(7,343)	(7,343)
	<hr/>	<hr/>	<hr/>
	61,107	(21,913)	39,194
<b>Restricted funds</b>			
Omni	108,881	(136,028)	(27,147)
Engage	100,000	(87,533)	12,467
Supporting people and housing	120,000	(156,981)	(36,981)
CIAG	40,000	(45,003)	(5,003)
The Big Lottery Fund	162,224	(168,937)	(6,713)
ISIS	404,315	(485,899)	(81,584)
<b>Welcome Project</b>			
- Guildford	248,010	(241,187)	6,823
- Waverley	158,000	(165,837)	(7,837)
- Surrey Heath	116,000	(116,906)	(906)
	<hr/>	<hr/>	<hr/>
	1,457,430	(1,604,311)	(146,881)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	1,518,537	(1,626,224)	(107,687)
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Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

19. MOVEMENT IN FUNDS: CHARITY

	At 1.4.13 £	Net movement in funds £	Transfers between funds £	At 31.3.14 £
<b>Unrestricted funds</b>				
General fund	302,026	42,697	(72,567)	272,156
Designated fund	30,000	(7,343)	-	22,657
	<u>332,026</u>	<u>35,354</u>	<u>(72,567)</u>	<u>294,813</u>
<b>Restricted funds</b>				
Omni	34,652	(27,147)	(7,505)	-
Engage	8,916	12,467	(21,383)	-
Drugs death consultancy	90	-	-	90
Supporting people and housing	37,472	(36,981)	(491)	-
CIAG	-	(5,003)	5,003	-
The Big Lottery Fund	97	(6,713)	6,616	-
MISG Grant	25	-	-	25
Intervention clinic	4,476	-	-	4,476
Alcohol project-probation	6,942	-	-	6,942
Promote	1,812	-	-	1,812
ISIS	-	(81,584)	81,584	-
<b>Welcome Project</b>				
- Guildford	-	6,823	-	6,823
- Waverley	-	(7,837)	7,837	-
- Surrey Heath	-	(906)	906	-
	<u>94,482</u>	<u>(146,881)</u>	<u>72,567</u>	<u>20,168</u>
<b>TOTAL FUNDS</b>	<u>426,508</u>	<u>(111,527)</u>	<u>-</u>	<u>314,981</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014

Information regarding the different projects is included within the Directors' and Trustees' Report.

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

	Incoming Resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	57,267	(14,570)	42,697
Designated fund	-	(7,343)	(7,343)
	<hr/>	<hr/>	<hr/>
	57,267	(21,913)	35,354
<b>Restricted funds</b>			
Omni	108,881	(136,028)	(27,147)
Engage	100,000	(87,533)	12,467
Supporting people and housing	120,000	(156,981)	(36,981)
CIAG	40,000	(45,003)	(5,003)
The Big Lottery Fund	162,224	(168,937)	(6,713)
ISIS	404,315	(485,899)	(81,584)
<b>Welcome Project</b>			
- Guildford	248,010	(241,187)	6,823
- Waverley	158,000	(165,837)	(7,837)
- Surrey Heath	116,000	(116,906)	(906)
	<hr/>	<hr/>	<hr/>
	1,457,430	(1,604,311)	(146,881)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	1,514,697	(1,626,224)	(111,527)
	<hr/>	<hr/>	<hr/>

20. **SHARE CAPITAL**

SAdAS is a Charity limited by guarantee and has no share capital.

21. **LOCAL GOVERNMENT PENSION SCHEME**

a) **General**

The Charity participates in the Local Government Pension Scheme known as the Surrey County Council Pension Fund ("the Fund"). The Fund is a multi-employer defined benefit scheme. The Scheme is funded and is contracted out of the state scheme.

The last formal valuation of the Scheme was performed at 31 March 2010 by a professionally qualified actuary using the 'projected unit' method. The market value of the Scheme's assets at the last valuation date was £1,944 million.

The Charity paid contributions at the rate of 11.6% during the year. Member contributions will generally be 6% for those who joined the Scheme after 1 April 1998 and 5% for those who joined the Scheme before 1 April 1998.

It is not possible to identify the share of underlying assets and liabilities belonging to individual participating employers.

Because of the nature of the Scheme, the profit and loss account charge for the period under FRS17 represents the employer contribution payable.

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2014**

**b) Financial Assumptions**

The financial assumptions underlying the valuation were as follows:

	<u>Nominal % pa</u>
Discount rate for periods	6.10
Rate of pensionable pay increase	5.30
Rate of pension increases	3.30
Rate of price inflation	3.80

The accumulated assets of the Scheme were assumed to earn the same return as if they had been invested in a portfolio comprising 75% in equity investments.

The valuation revealed a shortfall of assets (£1,944 million) compared with the value of liabilities (£2,669 million) of some £725 million (equivalent to a past service funding level of 72%). The employer's ongoing future service contribution rate, after allowing for changes in benefits, was 16.3% of pensionable salaries.

The employers (including the Charity) are currently required to contribute at the standard rate of 15.50% of pensionable salaries. The company contribution rate increased on 1 April 2014 to 20.4%.

The valuation at 31 March 2010 included within the 31 March 2011 report has now been issued to members. The next valuation of the fund was carried out in 2014 and the results are yet to be published.

**23. COMMITMENTS**

At the balance sheet date the charity is committed to repay its share of the pension deficit of the Surrey County Council pension fund. The total amount committed to totals £200,000 and is repayable over 10 years in staggered amounts. The commitment in the next financial year is £24,000.

**22. CONTROLLING PARTY**

The Charity is run by the board of Trustees; there is no ultimate controlling party.



**Consolidated Detailed Statement of Financial Activities  
for the Year Ended 31 March 2014**

	2014 £	2013 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	17,993	13,098
<b>Investment income</b>		
Deposit account interest	3,268	7,158
<b>Incoming resources from charitable activities</b>		
Other income	25,092	8,953
Grants	1,455,074	841,342
Trading subsidiary income	154,441	71,489
	<u>1,634,607</u>	<u>921,784</u>
<b>Total incoming resources</b>	1,655,868	942,040
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	875,594	464,794
Social security	82,281	47,211
Pensions	35,219	43,099
Rent and service charge	86,736	95,284
Insurance	14,775	9,542
Light and heat	11,841	5,019
Telephone	25,529	17,078
Postage and stationery	18,854	6,193
Direct supplies	21,833	10,484
Sundries	30,737	13,887
Repairs and maintenance	66,502	15,605
Travel, subsistence and volunteer expenses	67,766	38,184
Staff training	4,806	7,869
Depreciation of tangible fixed assets	2,200	-
Payments to service providers	140,987	-
Dilapidations	7,343	-
	<u>1,493,003</u>	<u>774,249</u>
<b>Governance costs</b>		
Auditors' remuneration	10,000	8,000
<b>Support costs</b>		
<b>Management</b>		
Wages and social security	106,253	75,083
Accountancy and advisory	2,892	2,987
Other professional fees	13,160	4,815
Bank charges	916	867
	<u>123,221</u>	<u>83,752</u>
<b>Other resources expended</b>		
Trading subsidiary costs	137,331	65,056
<b>Total resources expended</b>	<u>1,764,305</u>	<u>931,057</u>
<b>Net (expenditure)/income</b>	<u>(107,687)</u>	<u>10,983</u>

This page does not form part of the statutory financial statements