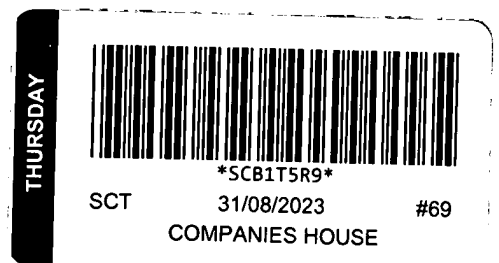


REGISTERED COMPANY NUMBER: SC106295 (Scotland)
REGISTERED CHARITY NUMBER: SC008075

THE SCOTTISH DRUGS FORUM

AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Martin Aitken & Co Ltd
Statutory Auditor
Chartered Accountants
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ



THE SCOTTISH DRUGS FORUM

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THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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 2023. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (revised 2 September 2019).

OBJECTIVES AND ACTIVITIES

Objectives, activities & achievements

The Scottish Drugs Forum (SDF) outcomes are:

- An increase in the number of problem drug users recovering;
- A reduction in drug related harm to individuals.

Significant activities

National policy and communications work

SDF launched matstandards.scot during this period. The proactive media work was around Medication Assisted Treatment Standards which came into force in April 2022. This work involved two MAT leaflets; 1 for non-clinical stakeholders involved in ADP structures and 1 non-clinical frontline staff in treatment services. Approximately 66 media enquiry responses were responded to during this period.

During this period, SDF had 7 press releases sent out to newspapers. SDF had extensive background briefings which shaped an article in partnership with 3 journalism students on 'Stigma and Addictions'.

Work is ongoing to update content on the website and improve user experience. During this period, an update was carried out on the service directory.

SDF received 2 consultation responses from Scottish Parliament during this period. The first was in relation to the Drugs Death Prevention Bill, which was sponsored by Paul Sweeney MSP and the second was in relation to the Bail and Release from Custody (Scotland) Bill.

We have published 13 eBulletins in the year; 11 SDF related and 2 Hepatitis Scotland. The pieces have highlighted the work of SDF, responded to relevant news and developments, and promoted training and development opportunities for peers, professionals and others.

A relaunch of the Stop the Deaths Initiative was conducted in this period and delivered alongside a mass multi-media campaign for which SDF won a communications award.

We have held 15 webinars and various online podcasts:

- Driving changes: Improving Policy and Practice to Prevent Drug Deaths: 360 attendees
- Multiple and Complex needs: 120 attendees
- Employability and Lived Experiences podcast: 311 downloads
- Evidence provided on Drug-related Deaths at the Scottish Parliament Joint Committee
- Medication Assisted Treatment Standards: series of 10 webinars attracted 1201 attendees and 2602 YouTube views

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities - continued

Workforce Development (WFD)

SDF have been working with external partners on the development of an LGBTQI+ eLearning. In addition, 4 of the existing eLearning programmes administered content refresh in this period. The Naloxone course has been provided to Police Scotland, Fire Service and Prison Services for use on their respective systems.

Working with SPS and NHS prison staff across 3 settings, SDF developed and delivered 9x1hour staff focus groups to inform the Development of Enhanced Drug Awareness sessions.

The following new courses were developed during this period:

- Principles of Harm Reduction
- Alcohol and Older People
- Advanced Motivational Interviewing
- Medication Assisted Treatment and Supporting People who use Substances

WFD had conducted 131 core training days to 1081 individuals.

Glasgow Contract

SDF also delivers a Glasgow WFD contract. During this period, 95 training sessions were successfully delivered to 1219 individuals. The contract has been renewed for 11 months covering the year 23/24. To date 71 bespoke training requests have been received and 60 delivered.

Harm Reduction training

Scoping exercises are conducted in a timely manner to identify leads across health boards. These link in with the SDF Drug Prevention Team to adapt current training. During this period SDF held 17 sessions on Assessment of Injecting Risk to 160 participants. A total of 36 Polysubstance sessions were also successfully delivered to 359 participants.

Emergency Responses to Outbreaks of Bacterial Infection

Improving the quality of intervention to drug users at risk of infection sessions continue to be offered. SDF aim to strengthen links with Housing through delivery of targeted Bacterial Infection Training and to date, 3 sessions have been delivered to 23 attendees.

All training focuses on stigma by raising awareness of it, by exploring the impact of it, and helping people identify ways to address it. Specific focus on how it can prevent people seeking access to wound care. During this period there were 6 meetings attended by SDF's Incident Management Team in relation to Invasive Group A Streptococcus Aureus outbreak.

SDF's delivered sessions were held on:

- Bacterial Infections eLearning: total completions 1216
- How Are Your Sites eLearning: total completions 931

Addiction Worker Training Project

21 Addiction Worker Trainees graduated in July as part of the 2021/22 programme and 19 of these individuals are now successfully in employment. SDF successfully co-ordinated and delivered a graduation event for AWTP 2021/22 participants, held on 28th September at the City Chambers in Glasgow.

The 2022/23 programme has 23 participants and 159 applications have been received from 21 local authority areas in Scotland for AWTP 2023/24. SDF has conducted 88 interviews. The previous eligibility criteria to enter the AWTP of 2 years abstinence (including substitute prescribing) have been removed.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities - continued

SDF recruited a new Co-ordination and Development Officer to provide additional capacity to support increased trainee places. This was facilitated through funding secured from Highland to create a development post focussed on embedding RWTP in Highland. A Senior Development Officer has been appointed to lead programme development and fundraising activity.

Inclusion and peer engagement team

Establish Structures/ Networks to involve people with lived/ living experience in Treatment Services. Across SDF's projects 32 current volunteer peer researchers have been involved in work spanning East Ayrshire, Tayside, East Dunbartonshire, Fife, Glasgow, North Lanarkshire and South Lanarkshire.

We have engaged in 8 pieces of research undertaken in 4 ADP areas, with significant work undertaken to gather experiential data for ADPs in relation to MAT standards. Furthermore, SDF have submitted clinical governance applications for observational evaluation to gather experiential data of people's experience of medication assisted treatment across 8 health board areas and 2 prison sites.

SDF completed an evaluation on decriminalisation in 5 international jurisdictions including Scotland on behalf of Ana Liffey Drugs Project in Ireland and funded by the Global Drug Policy Program of Open Society Foundations.

Naloxone study with Kings College London is still in progress.

During this period the following bids were submitted:

- 1 x GCU-bid - being reviewed
- 2 x to PHS Residential Rehab - unsuccessful
- 1 x HIS custody peer research - successful
- Highland - postponed to next financial year

Living Experience Engagement staff have been working on referrals and additional support. To date SDF hold 9 meetings per week within 8 areas and 2 meetings have been held with the National Group. 37 substances of concern forms have been sent to WEDINOS for analysis, 20 have been returned to date.

A total of 31 training courses have delivered to the groups reaching 220 attendees.

Local Support Fund

During this period, 22 organisations were supported to submit 29 bids. Of this, 14 were successful, 1 unsuccessful, 11 pending and 3 current. This generated funding in excess of £2 million within the sector. An additional £0.75m funding is still pending panel approval.

Death Prevention and Naloxone

Development sessions are adapted continually to meet the needs of localities in line with national guidance. Development days have been offered to 4 ADPs, 6 days were held in total.

Regular meetings and development support provided to:

- Police Scotland
- Scottish Naloxone Network
- SAS
- SFRS on Naloxone carriage/provision

During this period, 15 DDP meetings have been attended over 8 ADP areas.

SDF have delivered a total of 24 bespoke sessions to 420 participants and 27 T4T sessions to 209 participants.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities - continued

Peer to Peer Naloxone evaluation

Helped develop study protocol and topic guides.

During this period, SDF issued a total of 2641 kits across all sites, of this 1654 were 1st supply.

SDF launched 8 projects during this period, some are completed, and some are still running. These projects resulted in 3150 paid hours being worked in community projects.

A total of 22 training days and 21 support sessions were directed by SDF during this period.

6 x meetings held of the national network, invited speakers, 11 peers representing 5 organisations from 6 areas to keep us informed on progress on drug consumption rooms.

4 x meetings of coordinators network.

SDF prepared and submitted a full 2 year report to Corra.

Hepatitis Scotland

SDF have coordinated 5 Community BBV Testing events with NHS, 3rd sector, HSCP and peers.

During this period, SDF has attended multiple strategic SHBBC structures. Additionally, SDF attended the first meeting of the re-established Voluntary Sector Network.

'Scotland Can't Wait' webinar delivered from SDF with input from academics such as medical staff and patients, 126 individuals attended.

Work being carried out on the website to modernise and develop online resources has been completed and the new website has been launched.

69 hepatitis awareness sessions delivered to 509 participants.

Sexual Health and BBVs

SDF delivered 26 sessions in relation to HIV and Harm Reduction with a total of 154 attendees.

Training sessions delivered:

- 9 x BBV sessions were presented to 93 participants
- Cocaine Awareness Events were held in 3 areas discussing rise in cocaine injecting and potential HIV risks, 290 people attended
- 29 x Vulnerable Young People sessions to 145 staff
- 10 x sessions delivered to 30 young people as a Training Intervention for Action for Children
- 40 x Sessions to 326 participants regarding Chemsex and IPEDs

Learning Centre

We have 11 staff members making up our SVQ Assessment. At present there is a total of 56 learners who are currently engaged with the SDF Learning Centre and registered on SVQ Qualifications in Health and Social Care. 27 individuals have already achieved their SVQs through support and encouragement from SDF. During this year 24 learners registered with the Centre are engaging in the Enhanced Skills SVQ programme which combines vocational learning with specialist drug and alcohol training.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities - continued

Any successful SQA Qualifications for Social Services or Healthcare are assessed within a Learning Centre against 10 Quality Assurance criteria. This was carried out in January 2023 and each candidate was awarded high confidence in all.

With regards to training renewal, Skills for Health Quality Mark was renewed in October 2022. All but one of the 22 Quality Assurance Criteria were fully met. Quality Mark Digital (for SDF e-learning) was renewed in November 2022. All but one of the 21 Quality Assurance criteria were fully met.

SDF has secured approval from SQA to deliver:

- SVQ Community Development L3&4
- SVQ Advice & Guidance L3&4

FINANCIAL REVIEW

Financial position

The Statement of Financial Activities, on page 14, shows an overall increase in funds of £86,090. This is made up of:

- An increase in the General Fund of £54,877
- An increase in the Designated Funds of £401,430
- A decrease in the Restricted Funds of £370,217

Details of grants receivable are shown in notes 2 and 4 on pages 20 and 21.

The movement on funds over the year is shown in note 17 on pages 27 to 32.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Funds

General Fund

Once again in 2022/23 we were in receipt of a 1 year core funding award from Scottish Government. We are grateful to have now received confirmation of our Core Scottish Government Grants for 2023/24. Funding has all been confirmed at the same level at in 2022/23.

At 31 March 2023, the balance of the General Fund stood at £813,739. This fund represents the free reserves of the charity, which are available for the immediate support of the organisation. These funds are held to protect the organisation against future financial risks, such as loss of funding, unexpected increases in expenditure or legal action against the organisation, in accordance with the reserves policy which is set out below.

The Board's financial objective is to secure the long term viability of the organisation by targeting annual contributions to General Fund of around £30,000 per year. During the year we were successful in attracting a range of new funding enabling us to expand our work. Additionally we experienced cost savings through a number of staff vacancies and through reduced operational costs at our Glasgow office where working patterns have changed post pandemic. The net effect of all of this was that we experienced results ahead of budget allowing an increase in reserves towards the levels required by our Reserves Policy in response to our increased annual turnover.

In the Scottish Drugs Forum's Budget now set for 2023/24 we have been able to further expand our activity base from that envisaged in our 2022/23 budget. However, changes to funding streams within the budget will necessitate some organisational adjustment and in order that this can be carried in a planned fashion a small budget deficit has been allowed for. It is hoped that new work, which is not in the budget, can be secured during the year which will reduce or eliminate this deficit.

Designated Funds

Designated funds of £1,155,155 include:

- a redundancy provision of £189,323 (to ensure SDF can meet its legal obligations to staff when required) and £10,548 representing the carrying value of tangible fixed assets;
- £540,937 which has been set aside to support future work; and
- £414,347 which represents the value of unrestricted income recognised during the year which relates to activity to be delivered in the future

Restricted Funds

Restricted Funds of £509,107 are carried forward, covering a range of projects being undertaken for a number of different funders.

Investment policy and objectives

The majority of funds managed by the Scottish Drugs Forum are either entrusted to SDF for restricted purposes or require to be readily available for the support of the organisation. Therefore all funds are held in interest bearing accounts where there is no risk to the capital sums. As all funds are being used and replenished within the short to medium term (0 to 6 months), no long term deposits are made.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Reserves policy and Going Concern

Funds available for the immediate support of the organisation (Reserves) are regularly compared against the costs of the Scottish Drugs Forum's activity in order to assess the level of protection they afford. Guidance for charities, in Scotland, suggests that Reserves levels equivalent to between 3 and 6 months running costs for the whole organisation are likely to be appropriate.

For the year to 31 March 2023, this would have suggested an appropriate level of available reserves to be between £732,000 and £1,464,000.

SDF's Board has taken account of their need to fund cashflow for the significant portion of grant funding which is now being received in arrears. As a result the SDF Board has decided to set a target for the Unrestricted Reserve of 5 months running costs. For the year to 31 March 2023, this would have suggested an appropriate level of further available reserves to be around £1,220,000. Available General Reserves at 31st March 2023 were £813,739.

With budgeted turnover for 2023/24 of £2,300,000 this would suggest an appropriate level of General Reserves to be £958,000. The Board will set budgets over the next few years that will allow us to work towards reserves of this level.

Risk management

The Directors have instigated a formal process to review and monitor the major risks to which the charity is exposed. They are aware of the major risks, financial and otherwise, affecting the charity and consider that appropriate procedures are in place to mitigate those risks.

Funders

Scottish Government - various departments
Argyll & Bute ADP
Borders Alcohol & Drug Partnership / NHS Borders
The Corra Foundation
East Ayrshire Alcohol & Drug Partnership / East Ayrshire Council
East Dunbartonshire Alcohol & Drug Partnership / East Dunbartonshire Council
Edinburgh City ADP
Fife Alcohol & Drug Partnership
Glasgow City Council Glasgow Communities Fund
Healthcare Improvement Scotland
Highland Alcohol & Drug Partnership
King's College London
National Institute for Health and Care Research - EPIToPE & SHARPS
North Lanarkshire Alcohol & Drugs Partnership
North Lanarkshire Council (Employability Partnership)
NHS Greater Glasgow & Clyde /Glasgow Alcohol & Drugs Partnership

FUTURE PLANS

Our current (2023/24) core funding agreement from Scottish Government is for one year, to March 2024. We are grateful to them and the majority of our other funders who confirmed their funding of our activities during 2022/23 and have done so again for 2023/24.

Project activity continues to generate significant support for core activity and work is continually underway to replace activity as it is completely within our portfolio of work.

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Scottish Drugs Forum (SDF) is a company limited by guarantee with the liability of members limited to £1 each. The company is governed under the terms of its Memorandum and Articles of Association and is a registered Scottish Charity.

Directors are appointed to the Board for a term of 3 years. Directors retire after 3 years, up to a maximum of 12 years service, and are eligible for re-appointment. In appointing new directors, consideration is given to the existing make-up of the Board. Attempts are made to ensure that the Board maintains a balance of interest groups within the sector and contains the range of experience necessary for the management of the organisation.

The Board meets regularly (at least quarterly) to direct the business of the charity and has also set up sub-committees for finance and for other purposes. Induction and relevant training are given as required. Responsibility for day to day operations is delegated to the senior management staff.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC106295 (Scotland)

Registered Charity number

SC008075

Registered office

91 Mitchell Street
Glasgow
G1 3LN

Trustees

J Stephen (resigned 16/1/2023)
J A Adam (resigned 16/1/2023)
H Robertson
J Budd (resigned 27/9/2022)
G Webster
M D McCann
A O'Gorman
P Tracey
G J Brown
G A Burton
L C Christopher
M D Paul
J Kelland (resigned 17/5/2023)
C W Hunter (appointed 15/6/2022)
H Hill (appointed 16/1/2023)
J A Heslin McCartney (appointed 16/1/2023) (resigned 17/5/2023)
K D Ainslie (appointed 16/1/2023)

Trustees retire after 3 years' service, and are eligible for re-appointment.

Company Secretary

K Butler

THE SCOTTISH DRUGS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

Martin Aitken & Co Ltd
Statutory Auditor
Chartered Accountants
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

Senior Management Staff

Dave Liddell - Chief Executive (to 31st May 2023)
Kirsten Horsburgh - Chief Executive (from 1st June 2023)
Ken Butler - Head of Business, Finance & Administration
Julie Hesslin McCartney - Director of Operations (from 19th June 2023)
Norma Westland - Head of Hepatitis Scotland & BBV (to 31st May 2023)
Katy McLeod - Head of Inclusion & Peer Engagement
Katharine Ronald - HR Manager
Chris Messenger - Programme Manager Employability & Qualifications
Adelle Still - Workforce Development Lead
Austin Smith - Policy & Communications Lead
Adrienne Hannah - BBV Lead

The Key Management Personnel consists of the Chief Executive and Head of Business, Finance & Administration only.

Bankers

Virgin Money
30 St Vincent Place
Glasgow
G1 2HL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Scottish Drugs Forum for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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.

THE SCOTTISH DRUGS FORUM

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

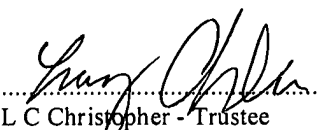
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Martin Aitken & Co Ltd, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on ...23/08/2023... and signed on its behalf by:


.....
L C Christopher - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES AND MEMBERS OF THE SCOTTISH DRUGS FORUM

Opinion

We have audited the financial statements of The Scottish Drugs Forum (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

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 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 20 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES AND MEMBERS OF THE SCOTTISH DRUGS FORUM

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006, the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption in preparing the Directors' Report included within the Report of the Trustees and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

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

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

Our responsibilities for the audit of the financial statements

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

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES AND MEMBERS OF THE SCOTTISH DRUGS FORUM

Auditors' responsibilities for the audit of the financial statements - continued

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 1 were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and the trustees those matters we are required to state to them in an auditors' 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 members as a body, for our audit work, for this report, or for the opinions we have formed.



Gavin Curr FCCA (Senior Statutory Auditor)

for and on behalf of Martin Aitken & Co Ltd

Statutory Auditor

Chartered Accountants

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Caledonia House

89 Seaward Street

Glasgow

G41 1HJ

Date: 23/08/23

THE SCOTTISH DRUGS FORUM

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME FROM					
Grants and subscriptions	2	297,600	-	297,600	286,000
Charitable activities	4				
Hepatitis Scotland		-	169,829	169,829	187,558
Other national services		-	1,134,780	1,134,780	2,271,656
Addiction Worker's Training Programme		-	595,931	595,931	564,856
User involvement & peer research		-	222,923	222,923	153,415
Consultancy, educational training & other income		489,912	-	489,912	149,771
Investment income	3	16,269	-	16,269	1,502
Total		803,781	2,123,463	2,927,244	3,614,758
EXPENDITURE ON					
Direct charitable costs	5				
Administrative costs		(45,982)	222,862	176,880	149,535
Staff costs		270,960	1,770,493	2,041,453	1,759,957
Project costs	7	34,151	588,670	622,821	1,330,084
Total		259,129	2,582,025	2,841,154	3,239,576
NET INCOME/(EXPENDITURE)		544,652	(458,562)	86,090	375,182
Transfers between funds	17	(88,345)	88,345	-	-
Net movement in funds		456,307	(370,217)	86,090	375,182
RECONCILIATION OF FUNDS					
Total funds brought forward		1,512,587	879,324	2,391,911	2,016,729
TOTAL FUNDS CARRIED FORWARD		1,968,894	509,107	2,478,001	2,391,911

The notes form part of these financial statements

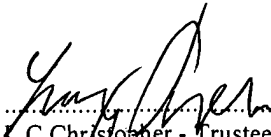
THE SCOTTISH DRUGS FORUM (REGISTERED NUMBER: SC106295)

**BALANCE SHEET
31 MARCH 2023**

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	12	10,548	18,485
CURRENT ASSETS			
Debtors	13	303,154	129,468
Cash at bank and in hand		2,284,125	2,378,744
		<u>2,587,279</u>	<u>2,508,212</u>
CREDITORS			
Amounts falling due within one year	14	(119,826)	(134,786)
NET CURRENT ASSETS		<u>2,467,453</u>	<u>2,373,426</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,478,001</u>	<u>2,391,911</u>
NET ASSETS		<u>2,478,001</u>	<u>2,391,911</u>
FUNDS	17		
Unrestricted funds:			
General fund		813,739	758,862
Redundancy provision		189,323	156,197
Fixed asset fund		10,548	18,485
Long term absence reserve		19,040	26,040
Training reserve		13,049	28,831
Accommodation development		80,389	33,397
Programme development		423,459	319,639
Future commitments fund		414,347	136,136
Contact Management		-	30,000
Volunteer Support		5,000	5,000
		<u>1,968,894</u>	<u>1,512,587</u>
Restricted funds		<u>509,107</u>	<u>879,324</u>
TOTAL FUNDS		<u>2,478,001</u>	<u>2,391,911</u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 23/08/2023 and were signed on its behalf by:


L C Christopher - Trustee

The notes form part of these financial statements

THE SCOTTISH DRUGS FORUM

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(107,721)</u>	<u>390,599</u>
Net cash (used in)/provided by operating activities		<u>(107,721)</u>	<u>390,599</u>
Cash flows from investing activities			
Purchase of property plant and equipment		(3,167)	(19,340)
Interest received		<u>16,269</u>	<u>1,502</u>
Net cash provided by/(used in) investing activities		<u>13,102</u>	<u>(17,838)</u>
Change in cash and cash equivalents in the reporting period		<u>(94,619)</u>	<u>372,761</u>
Cash and cash equivalents at the beginning of the reporting period		<u>2,378,744</u>	<u>2,005,983</u>
Cash and cash equivalents at the end of the reporting period		<u><u>2,284,125</u></u>	<u><u>2,378,744</u></u>

The notes form part of these financial statements

THE SCOTTISH DRUGS FORUM

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	86,090	375,182
Adjustments for:		
Depreciation charges	11,104	14,532
Interest received	(16,269)	(1,502)
Increase in debtors	(173,686)	(45,314)
(Decrease)/increase in creditors	(14,960)	47,701
Net cash (used in)/provided by operations	<u>(107,721)</u>	<u>390,599</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/22	Cash flow	At 31/3/23
	£	£	£
Net cash			
Cash at bank and in hand	2,378,744	(94,619)	2,284,125
	<u>2,378,744</u>	<u>(94,619)</u>	<u>2,284,125</u>
Total	<u>2,378,744</u>	<u>(94,619)</u>	<u>2,284,125</u>

The notes form part of these financial statements

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 2 September 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities and Trustee Investment (Scotland) Act 2005 and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£).

Going concern

The Trustees and Key Management Personnel have assessed the potential future of Scottish Drugs Forum and whether it can continue as a going concern. The budget for 2023/24 has been prepared on a worst-case scenario basis and includes all approved funding in place for next year.

After assessing all potential impacts and future commitments, the Trustees have a reasonable expectation that the charity has adequate resources and reserves to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Company Status

The Charity is a company limited by guarantee. The members of the company are the Trustees named on page 8. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

Judgements

The company considers on an annual basis the judgements that are made by management when applying its significant accounting policies that would have the most significant effect on amounts that are recognised in the financial statements. The Trustees consider there are no such significant judgements.

Provisions

Provisions are recognised when the company has a legal or constructive obligation at the reporting date as a result of a past event, it is probable that the company will be required to settle the obligation and the amount of the obligation can be reliably estimated. Provisions are recognised at the best estimate of the amount required to settle the obligation at the reporting date.

Information and key sources of estimation uncertainty

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

The company does not have any key assumptions concerning the future, or other key sources of estimation uncertainty in the reporting year that may have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Income

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES - continued

Income

Income from government or other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be reliably measured and is not deferred.

Income received in advance of the provision of specific service is deferred until the criteria for income recognition are met.

Other revenue streams such as training or room hire are recognised when the charity has carried out the service and have invoiced the appropriate entity. In the event that a service is subject to conditions that require a level of performance before the charity is entitled to funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities

Costs of charitable activities are incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

Allocation and apportionment of costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel and governance costs which support the charity's programmes and activities.

Tangible fixed assets

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

Leasehold improvements	- 12.5% on cost
Fixtures, fittings and equipment	- 33.3% on cost, 25% on cost and 10% on cost

Tangible fixed assets are included at cost less accumulated depreciation and impairment losses.

The capitalisation policy is that assets purchased for under £250 are not capitalised.

Impairment of non-financial assets

At each reporting date non-financial assets not carried at fair value, like plant and equipment, are reviewed to determine whether there is an indication that an asset may be impaired. If there is an indication of possible impairment, the recoverable amount which is the higher of value in use and the fair value less cost to sell, is estimated and compared with the carrying amount. If the recoverable amount is lower, the carrying amount of the asset is reduced to its recoverable amount and an impairment loss is recognised immediately in profit and loss.

Taxation

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

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

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

Designated funds are set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

Pension costs and other post-retirement benefits

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

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable.

Debt instruments that are payable or receivable within one year, typically trade debtors and trade creditors, are measured, initially and subsequently, at the undiscounted amount of cash or other consideration expected to be paid or received.

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for evidence of impairment and if found, an impairment loss is recognised in profit or loss.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. Bank overdrafts, when applicable, are shown within borrowings in current liabilities.

Leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities as they are incurred over the term of the lease.

2. GRANTS AND SUBSCRIPTIONS

	2023	2022
	£	£
Grants	<u>297,600</u>	<u>286,000</u>
Grants received, included in the above, are as follows:		
	2023	2022
	£	£
NHS Borders	-	3,000
Scottish Government - for National core activities (including directory)	<u>297,600</u>	<u>283,000</u>
	<u>297,600</u>	<u>286,000</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

3. INVESTMENT INCOME

	2023	2022
	£	£
Bank interest receivable	<u>16,269</u>	<u>1,502</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
National services:		
Hepatitis Scotland	169,829	187,558
Other national services	1,134,780	2,271,656
Operations projects:		
Addiction Worker's Training Programme	595,931	564,856
User involvement & peer research	222,923	153,415
Consultancy, educational training & other income	489,912	149,771
	<u>2,613,375</u>	<u>3,327,256</u>

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

	2023	2022
	£	£
Scottish Government - Naloxone/critical incidents training	142,563	226,264
Scottish Government - Sexual Health	173,497	203,853
East Dunbartonshire Council - User Involvement	22,842	-
North Lanarkshire Council - User Involvement	68,810	23,500
East Ayrshire ADP - User involvement & peer to peer recovery	49,916	49,915
Scottish Government - Hepatitis Scotland	169,829	172,277
Scottish Government - Media	-	800,000
Scottish Government - Emergency plan	65,619	65,619
Addiction workers training project	297,772	406,276
NHS Fife - User involvement and Workforce Development	18,355	20,000
Scottish Government - Workforce Development Project	329,420	313,732
Scottish Government - Harm Reduction	54,574	76,916
Scottish Government - MAT Development	63,000	60,000
Scottish Government - Living Experience	298,059	150,755
Local Community Fund	135,216	68,141
Corra Foundation	72,338	384,124
Other grants	160,456	149,868
	<u>2,122,266</u>	<u>3,171,240</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Administrative costs	-	176,880	176,880
Staff costs	2,029,362	12,091	2,041,453
	<u>2,029,362</u>	<u>188,971</u>	<u>2,218,333</u>

6. SUPPORT COSTS

	Management and head office costs £	Finance £	Other £	Governance costs £	Totals £
Administrative costs	158,690	1,626	2,696	13,868	176,880
Staff costs	-	-	-	12,091	12,091
	<u>158,690</u>	<u>1,626</u>	<u>2,696</u>	<u>25,959</u>	<u>188,971</u>

Support costs, included in the above, are as follows:

Management and head office costs

	2023 Administrative costs £	2022 Total activities £
Rent and rates	43,704	43,974
Postage and telephone	13,333	17,006
Property services	48,943	28,925
Office supplies	14,209	15,218
Office equipment costs	21,317	16,787
Professional fees	4,664	1,039
Staff recruitment	1,971	4,972
Depreciation of plant and equipment	10,549	13,800
	<u>158,690</u>	<u>141,721</u>

Governance costs

	Administrative costs £	Staff costs £	2023 Total activities £	2022 Total activities £
Wages	-	12,091	12,091	12,160
Auditors' remuneration	5,240	-	5,240	5,240
Rent and rates	2,300	-	2,300	2,314
Property services	2,576	-	2,576	1,522
Staff recruitment	104	-	104	262
Postage and telephone	702	-	702	895
Carried forward	<u>10,922</u>	<u>12,091</u>	<u>23,013</u>	<u>22,393</u>

THE SCOTTISH DRUGS FORUM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

6. SUPPORT COSTS - continued

Governance costs - continued

	Administrative costs	Staff costs	2023 Total activities	2022 Total activities
	£	£	£	£
Brought forward	10,922	12,091	23,013	22,393
Office supplies and equipment	1,870	-	1,870	1,685
Professional fees	521	-	521	331
Depreciation of plant and equipment	555	-	555	732
	<u>13,868</u>	<u>12,091</u>	<u>25,959</u>	<u>25,141</u>

7. PROJECT COSTS

	2023 £	2022 £
Travel and subsistence	40,600	9,371
Staff training and development	8,044	1,905
Conferences and seminars	20,536	-
Publications, printing and subscriptions	1,191	1,185
National services project costs	366,183	947,088
Operations services project costs	183,828	353,496
Other project costs	2,439	17,039
	<u>622,821</u>	<u>1,330,084</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023 £	2022 £
Auditors' remuneration	5,240	5,240
Depreciation - owned assets	11,104	14,532
Other operating leases	<u>46,004</u>	<u>46,288</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

During the year, Trustees of the Board reimbursement of expenses was £nil (2022: £116).

10. STAFF COSTS

	2023 £	2022 £
Wages and salaries	1,724,886	1,497,234
Social security costs	207,162	163,339
Other pension costs	109,405	94,150
	<u>2,041,453</u>	<u>1,754,723</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Management	11	9
Project/development	27	27
Administrative support	8	5
Trainees	17	20
	<u>63</u>	<u>61</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2023	2022
£60,001 - £70,000	<u>1</u>	<u>1</u>

During the year, total remuneration of £156,473 (2022 - £125,872) was paid to key management personnel.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME FROM			
Grants and subscriptions	286,000	-	286,000
Charitable activities			
Hepatitis Scotland	-	187,558	187,558
Other national services	-	2,271,656	2,271,656
Addiction Worker's Training Programme	-	564,856	564,856
User involvement & peer research	-	153,415	153,415
Consultancy, educational training & other income	149,771	-	149,771
Investment income	<u>1,502</u>	<u>-</u>	<u>1,502</u>
Total	<u>437,273</u>	<u>3,177,485</u>	<u>3,614,758</u>

THE SCOTTISH DRUGS FORUM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Direct charitable costs			
Administrative costs	(50,634)	200,169	149,535
Staff costs	158,847	1,601,110	1,759,957
Project costs	14,640	1,315,444	1,330,084
Total	122,853	3,116,723	3,239,576
NET INCOME	314,420	60,762	375,182
Transfers between funds	(29,197)	29,197	-
Net movement in funds	285,223	89,959	375,182
RECONCILIATION OF FUNDS			
Total funds brought forward	1,227,364	789,365	2,016,729
TOTAL FUNDS CARRIED FORWARD	1,512,587	879,324	2,391,911

12. TANGIBLE FIXED ASSETS

	Leasehold improvements £	Fixtures, fittings and equipment £	Totals £
COST			
At 1 April 2022	80,649	102,910	183,559
Additions	-	3,167	3,167
Disposals	-	(5,918)	(5,918)
At 31 March 2023	80,649	100,159	180,808
DEPRECIATION			
At 1 April 2022	80,649	84,425	165,074
Charge for year	-	11,104	11,104
Eliminated on disposal	-	(5,918)	(5,918)
At 31 March 2023	80,649	89,611	170,260
NET BOOK VALUE			
At 31 March 2023	-	10,548	10,548
At 31 March 2022	-	18,485	18,485

THE SCOTTISH DRUGS FORUM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	256,724	102,571
Prepayments and accrued income	46,430	26,897
	<u>303,154</u>	<u>129,468</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	33,531	14,668
Social security and other taxes	50,055	91,829
Other creditors	12,777	6,276
Funds held for ERIT	-	5,678
Accruals and deferred income	23,463	16,335
	<u>119,826</u>	<u>134,786</u>

Funds of £nil (2022 - £5,678) are held on behalf of the Federation of European Professional Associations Working in the Field of Drug Abuse (ERIT).

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	9,317	9,317
Between one and five years	149,072	149,072
In more than five years	102,487	139,755
	<u>260,876</u>	<u>298,144</u>

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Fixed assets	10,548	-	10,548	18,485
Current assets	2,078,172	509,107	2,587,279	2,508,212
Current liabilities	(119,826)	-	(119,826)	(134,786)
	<u>1,968,894</u>	<u>509,107</u>	<u>2,478,001</u>	<u>2,391,911</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS

	At 1/4/22 £	Net movement in funds £	Transfers between funds £	At 31/3/23 £
Unrestricted funds				
General fund	758,862	57,470	(2,593)	813,739
Redundancy provision	156,197	33,126	-	189,323
Fixed asset fund	18,485	(7,937)	-	10,548
Long term absence reserve	26,040	-	(7,000)	19,040
Training reserve	28,831	(15,782)	-	13,049
Accommodation development	33,397	(30)	47,022	80,389
Programme development	319,639	5,678	98,142	423,459
Future commitments fund	136,136	472,127	(193,916)	414,347
Contact Management	30,000	-	(30,000)	-
Volunteer Support	5,000	-	-	5,000
	<u>1,512,587</u>	<u>544,652</u>	<u>(88,345)</u>	<u>1,968,894</u>
Restricted funds				
Hepatitis Scotland	41,451	(15,782)	-	25,669
Naloxone	357,015	(174,802)	23,872	206,085
AWTP	234,407	(188,974)	68,056	113,489
East Ayrshire UI	2,926	(441)	-	2,485
BBV Research	432	27,184	-	27,616
Contact management	4,000	-	(4,000)	-
Emergency plan	2,784	(1,062)	-	1,722
Fife UI	1,743	(1,743)	-	-
Workforce development	110,439	(63,945)	(13,022)	33,472
Alcohol & Drug Education	6,263	(6,263)	-	-
EPIToPe	(10,453)	10,453	-	-
City Centre Group	2,818	-	(2,818)	-
North Lanarkshire	6,815	5,119	-	11,934
Keep Safe Mats	2,000	-	(2,000)	-
MAT Comms	38,803	(54,242)	15,439	-
GCU Voluntary	600	-	-	600
Local Community Fund	25,557	2,805	-	28,362
Living Experience	51,724	3,131	2,818	57,673
	<u>879,324</u>	<u>(458,562)</u>	<u>88,345</u>	<u>509,107</u>
TOTAL FUNDS	<u>2,391,911</u>	<u>86,090</u>	<u>-</u>	<u>2,478,001</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	354,967	(297,497)	57,470
Redundancy provision	-	33,126	33,126
Fixed asset fund	-	(7,937)	(7,937)
Training reserve	-	(15,782)	(15,782)
Accommodation development	-	(30)	(30)
Programme development	5,678	-	5,678
Future commitments fund	443,136	28,991	472,127
	803,781	(259,129)	544,652
Restricted funds			
Hepatitis Scotland	169,829	(185,611)	(15,782)
Naloxone	232,498	(407,300)	(174,802)
AWTP	297,772	(486,746)	(188,974)
East Dunbartonshire UI	22,842	(22,842)	-
East Ayrshire UI	49,916	(50,357)	(441)
BBV Research	174,497	(147,313)	27,184
Emergency plan	65,619	(66,681)	(1,062)
Fife UI	18,355	(20,098)	(1,743)
Workforce development	383,994	(447,939)	(63,945)
Alcohol & Drug Education	80,000	(86,263)	(6,263)
EPIToPe	15,872	(5,419)	10,453
North Lanarkshire	68,810	(63,691)	5,119
MAT Comms	-	(54,242)	(54,242)
SG MAT Quality	63,000	(63,000)	-
Local Community Fund	135,216	(132,411)	2,805
Living Experience	298,159	(295,028)	3,131
Homelessness	21,000	(21,000)	-
Decriminalisation	21,196	(21,196)	-
Police Custody	4,888	(4,888)	-
	2,123,463	(2,582,025)	(458,562)
TOTAL FUNDS	2,927,244	(2,841,154)	86,090

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/21 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	661,191	124,179	(26,508)	758,862
Redundancy provision	190,507	(38,948)	4,638	156,197
Fixed asset fund	13,677	(14,532)	19,340	18,485
Long term absence reserve	29,576	-	(3,536)	26,040
Training reserve	34,296	(5,465)	-	28,831
Accommodation development	33,397	-	-	33,397
Programme development	182,770	115,000	21,869	319,639
Future commitments fund	51,950	134,186	(50,000)	136,136
Contact Management	30,000	-	-	30,000
Volunteer Support	-	-	5,000	5,000
	<u>1,227,364</u>	<u>314,420</u>	<u>(29,197)</u>	<u>1,512,587</u>
Restricted funds				
Hepatitis Scotland	19,812	15,210	6,429	41,451
AWTP	312,187	(94,701)	16,921	234,407
East Dunbartonshire UI	2,952	(2,952)	-	-
East Ayrshire UI	8,838	(5,912)	-	2,926
BBV Research	3,432	(3,000)	-	432
Naloxone directory	168,546	177,089	11,380	357,015
Contact management	4,000	-	-	4,000
Emergency plan	2,810	868	(894)	2,784
Fife UI	25,430	(23,687)	-	1,743
Workforce development	113,473	(3,044)	10	110,439
Alcohol & Drug Education	18,738	(11,632)	(843)	6,263
EPIToPe	(15,417)	4,964	-	(10,453)
Argyll & Bute	10,373	(10,373)	-	-
Vulnerable Young People	-	(4,007)	4,007	-
Specific Pops?	-	3,003	(3,003)	-
People who Inject	-	2,201	(2,201)	-
E.A.E.R.	(473)	(1,857)	2,330	-
Aberdeenshire - research	3,040	(3,040)	-	-
City Centre Group	2,818	-	-	2,818
OST Guidance	10,355	(10,355)	-	-
North Lanarkshire	40,511	(33,696)	-	6,815
Keep Safe Mats	2,000	-	-	2,000
MAT Comms	33,574	6,317	(1,088)	38,803
Burn-out	21,616	(21,616)	-	-
GCU Voluntary	750	(150)	-	600
Local Community Fund	-	26,450	(893)	25,557
Living Experience	-	54,682	(2,958)	51,724
	<u>789,365</u>	<u>60,762</u>	<u>29,197</u>	<u>879,324</u>
TOTAL FUNDS	<u>2,016,729</u>	<u>375,182</u>	<u>-</u>	<u>2,391,911</u>

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	303,087	(178,908)	124,179
Redundancy provision	-	(38,948)	(38,948)
Fixed asset fund	-	(14,532)	(14,532)
Training reserve	-	(5,465)	(5,465)
Programme development	-	115,000	115,000
Future commitments fund	134,186	-	134,186
	<u>437,273</u>	<u>(122,853)</u>	<u>314,420</u>
Restricted funds			
Hepatitis Scotland	187,558	(172,348)	15,210
AWTP	406,276	(500,977)	(94,701)
East Dunbartonshire UI	-	(2,952)	(2,952)
East Ayrshire UI	49,915	(55,827)	(5,912)
BBV Research	-	(3,000)	(3,000)
Naloxone directory	1,369,786	(1,192,697)	177,089
Emergency plan	65,619	(64,751)	868
Fife UI	20,000	(43,687)	(23,687)
Workforce development	390,648	(393,692)	(3,044)
Alcohol & Drug Education	80,000	(91,632)	(11,632)
EPIToPe	8,953	(3,989)	4,964
Argyll & Bute	-	(10,373)	(10,373)
Vulnerable Young People	61,266	(65,273)	(4,007)
Specific Pops?	66,040	(63,037)	3,003
People who Inject	61,266	(59,065)	2,201
E.A.E.R.	7,669	(9,526)	(1,857)
Aberdeenshire - research	-	(3,040)	(3,040)
OST Guidance	-	(10,355)	(10,355)
North Lanarkshire	23,500	(57,196)	(33,696)
MAT Comms	52,441	(46,124)	6,317
SG MAT Quality	60,000	(60,000)	-
Burn-out	3,000	(24,616)	(21,616)
GCU Voluntary	-	(150)	(150)
Local Community Fund	68,141	(41,691)	26,450
Living Experience	150,911	(96,229)	54,682
Borders	15,496	(15,496)	-
Homelessness	29,000	(29,000)	-
	<u>3,177,485</u>	<u>(3,116,723)</u>	<u>60,762</u>
TOTAL FUNDS	<u>3,614,758</u>	<u>(3,239,576)</u>	<u>375,182</u>

General fund

This fund is available for use at the discretion of the Trustees in accordance with the Scottish Drugs Forum's charitable objectives. It is maintained at a level sufficient to allow the organisation time to adjust to changing financial circumstances.

Redundancy provision

Ensures that SDF is always able to meet it's legal obligations to staff in terms of redundancy.

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

Fixed asset fund

Represents the estimated current value of SDF's property and equipment.

Long term absence reserve

Allows financial support to be given to activities, to ensure programme continuity, when significant additional staff costs are incurred as a result of long term staff absence.

Training reserve

Allows for the training and development of staff.

Accommodation development

A short term fund targeting enhancement of the Glasgow office premises.

Programme development

To allow for the development of new activities where external funding has not been secured.

Future Commitments

To allow for the delivery of future activity already contracted for.

Contact Management

These funds are set aside to contribute to the development of a new Contact Management System within SDF.

Volunteer Support

These funds are set aside to provide personal support to volunteers on a case by case basis.

Restricted funds:**Hepatitis Scotland**

This fund continues the work of Hepatitis Scotland through strategic development and information sharing.

Death Prevention/Naloxone

These funds take on a wider remit than our Naloxone programme which preceded it, in working to reduce drugs deaths in Scotland.

AWTP

This fund helps provide employment opportunities and supported work experience for those with a history of alcohol and/or drug use.

East Ayrshire UI

These funds are being used in working on a programme of Peer support and Research with the local Alcohol and Drug Partnership.

BBV Research

These funds are being used on a short term research project.

Contact Management

These funds are set aside to contribute to the development of a new Contact Management System within SDF.

Emergency plan

This fund is used to run various training sessions and e-learning support.

Fife UI

These funds are being used in working on a programme of Peer support and Research with the local Alcohol and Drug Partnership.

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

17. MOVEMENT IN FUNDS - continued

Workforce Development

These funds are being used to focus on developing the knowledge and skill sets of people working in the drugs field.

Alcohol & Drug Education

These funds are used in a Glasgow based education programme focusing on drugs and alcohol.

EPIToPE

These funds are being used in a 5 year Research programme.

City Centre Group

These funds are used for engaging with hard to reach drug using populations in the centre of Glasgow.

North Lanarkshire

These funds are being used in working on a programme of Peer support and Research with the local Alcohol and Drug Partnership.

Keep Safe Mats

These funds are being used on a short term research project.

MAT Comms

These Scottish Government funds are used to support communications around new Medically Assisted Treatment Standards.

GCU Voluntary

These funds are being used on a short term research project.

Local Community Fund

These Scottish Government funds are being used to provide support to organisations applying to their Community Fund through Corra. The Community Fund has a focus on the expansion of treatment and getting more people into services through treatment.

Living Experience

These Scottish Government funds are being used to ensure that the voices of people with living experience influence service developments, service delivery, policy and strategy development.

Transfers between funds

During the financial year, there were a number of transfers between funds including transfers to and from restricted funding. These transfers represent conference support for various projects, e-learning support and transfers to complete projects whereby there is unspent monies from the same funder that can be utilised through another project.

THE SCOTTISH DRUGS FORUM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

18. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme, the assets of which are held in a separate fund. The charity also makes contributions to the private pension schemes of certain employees. The amount paid in the year and charged to the Statement of Financial Activities amounted to £109,405 (2022 - £94,150). At the year end, there was an outstanding amount due of £9,574 (2022 - £3,505).

19. RELATED PARTY DISCLOSURES

During the year, payments to Trustees of the Board amounted to £nil (2022 : £116).

There are no other related parties for the year ended 31 March 2023 (2022: £nil).

20. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.