

# Annual Report and Financial Statements

For the year ending 31st March 2021

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Company number 02145656

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# Chair's Introduction



This has been a year of change and challenge in so many ways with Covid leading the charge! The Pandemic has also inspired lots of positive change in the ways that we work, how we support our beneficiaries and how we manage our workforce and services.

The year has been our first as a subsidiary of Humankind and as an organisation there have been great benefits as we became part of a new structure and new ways of working. This has led to EDP Trustees and Colleagues becoming involved in the dynamic and vibrant system of some additional Specialist Sub Committees. We were delighted to welcome Humankind Colleagues onto our own Board of Trustees, all of whom bring such a wide variety of expertise in substance misuse and in vital operational skills. I would like to express mine and the Board's thanks to James Hutchinson, Morgen Witzel and Tony Woodward who gave outstanding service on our Board of Trustees and who stepped down when we transitioned to our new structure. I would also like to thank Rick Weeks who recently retired as a Trustee after many years on our Board and who brought much experience and good advice.

It became apparent very early on how important our new relationship with Humankind would be as we guided our staff in new ways of working through COVID and vital new procedures and policies that enabled safe and secure working practices. Being part of a larger collective team of experts has enabled us to respond at speed and lay firm foundations for a strong and robust service offer.

We are passionate about putting our beneficiaries at the very heart of all we

do, so it has been particularly pleasing to see how our co-production work has developed and expanded. Volunteers are now routinely part of the recruitment process, they work on strategy and service improvements, they help as front line communicators and they give back their lived experience in groups and forums to help others who are starting out on their journey of recovery.

The Board have been impressed by many of the Roadshows that EDP and Humankind have run to keep staff abreast of developments and to ensure a vibrant team spirit continues to flourish. It has given us great pleasure to be involved in writing to staff to thank them for their efforts as part of the EDP Heroes programme which is a peer to peer means of recognising everyday successes and achievements. There is no better feeling than knowing that we are contributing to keeping staff morale high and recognising the excellent hard work our staff undertake every day. Seeing all the case studies and feedback from people who are going through or have completed their time with us here in service, brings us the greatest pleasure. Our Charity has never been in better heart and we are proud to present this year's Annual Report. ”

**Ian MacQueen**  
**Chair of Board of Trustees**



# Welcome

“2020/21 has been like no other year and I am immensely proud of the way that everybody within EDP stepped up to find ways of continuing to deliver our services both in the prisons and in the community. In a year of turmoil and uncertainty, EDP, like so many other vital front line services, needed to understand very quickly, how we could adapt to deliver substance misuse services differently, safely and in ways that continued to be accessible for our service users. So many examples of good practice emerged and indeed both our Devon and Dorset services were commended by our commissioners for adapting so successfully around COVID.

In this, our first full year of subsidiary merger, we developed strong relationships with our colleagues at Humankind, built integrated teams and shared expertise. Working collaboratively, Humankind offered us tremendous support that allowed us to adopt robust new policies and procedures at speed when the pandemic struck. This work continues in what has already been shown to be a very positive relationship.

To support those who use our services, we quickly moved to a blended approach of consultations and meetings via zoom, telephone and text. Although of course we appreciate that many people have missed face to face support, it was both encouraging and heartening to discover that many others found the remote and digital support available more accessible, more flexible and easier to fit in around their day to day life. This was reflected in our 'Did Not Attend' rate which reduced by almost 70%. Whilst a testing and difficult time for many, some wonderful initiatives came out of the pandemic – a partnership with Dorset County Council delivery drivers to drop off medications direct to people's doors, home learning and essential sanitary care packs to support our vulnerable families to name

but a few. It was particularly challenging for our prisons teams who were constrained by local safety regimes, but who did a fantastic job supporting men to get the vital help, support and advice that they needed.

Despite all these challenges, our services have continued to develop and innovate. Our volunteer work has gone from strength to strength, as we built our 'Working Better Together' strategy and implemented action groups to examine all aspects of our services and make recommendations for improvement. Just a few of the changes brought in by these groups are the gifting of free phones to our most vulnerable and isolated service users allowing them to access vital services. Service user newsletters to keep people informed of development and opportunities within the service and the involvement of service users in the recruitment process to ensure that new staff fit our values and ethos.

We also saw an acceleration of joint working through the Devon Together Alliance, a local partnership of housing, domestic abuse, mental health and other complex care organisations. Following a successful Lottery bid a new digital support service, Plug In Devon, was born which has supported people throughout the pandemic.

Having been on a Flourish in Nature walk I have had a glimpse of just how much people are benefiting from this tremendous initiative during lockdown. Thankfully, many of the outdoor activities were able to run and our service users benefited from walks, kayaks, bike rides, tai chi and wild swimming. I am confident that this initiative will go from strength to strength and I look forward to witnessing recovery in action in the outdoor spaces around us.”

**Penny Blackmore**  
CEO





JaneTaylor



Ilaria Pinna



Lee Folland



John



DavidThomas

# Introduction

2020/21 has been a year like no other. EDP's workforce and service users learned how to communicate differently in order to deliver safe and effective services to a growing number of clients. Being part of Humankind brought many benefits, enabling EDP to respond quickly to the many changes of the COVID landscape.

In 2021, EDP is proud to have helped:

7 4 3 1

new people to begin their journey of recovery



# Approach and Values

## About EDP

Our vision is simple 'To improve the quality of life for people affected by substance misuse'. What this means in practice is that staff, stakeholders and partners are positive about people and their recovery. We want more people to live fulfilling lives which means improving social connections, wellbeing and employability. We build on peoples' strengths, on their hopes, aspirations and hidden talents. EDP has a positive history of working with people with drug and alcohol issues. Increasingly we work with people with a range of challenges which impact on their wellbeing.

## At EDP we

- Go the extra mile
- Stick with people
- Take a positive approach to risk
- Do what we say
- Focus on what's strong, not what's wrong
- Work with people to make changes that will last
- Work 'with' rather than 'for' people
- Recognise the value of lived experience

## Values

EDP's values sit at the heart of our work. We recruit, deliver and monitor against our core values and we strive to live by them every day. It was because our values so closely align with those of Humankind that we eventually decided to merge our two organisations, so we will keep delivering and measuring our success against these four core pillars.

### Belief - We believe people can make it

We firmly believe in everyone's potential. We know that people can and do make remarkable changes

### Respect - How we work is as important as what we do

We will treat everyone respectfully – whether they use our services, work for us or work with us. We are creative, curious and flexible.

### Partners - We do it together

We see partnerships as the key to better futures for people affected by substance misuse. We develop strong and meaningful partnerships with people who use our services, staff, other agencies, our funders, research bodies and our communities. We will ensure that our services are accessible to all.

### Ambition - We focus on recovery and outcomes

We want a world where people are no longer blamed for their substance misuse, no longer socially excluded and are given support to take ownership of and rebuild their lives.

We will call for more understanding, more compassion and more resources to make this happen.

- We will support staff and service users to keep learning and to set and achieve ambitious targets.







# Dorset prisons



HMP Portland:

Kevin is 30 with a history of addiction to alcohol and drug use beginning when he was just 10 years old when he was given amphetamines by his mother's partner. From a young age he progressed on to ecstasy, cocaine and cannabis. Every time he was released from prison and was sent to an AP ("Approved Premises") he was unable to remain sober. The atmosphere of using and drinking at an AP was his downfall and Kevin kept relapsing.

When one of EDP's recovery workers began working with Kevin it became apparent that he had begun to make changes in his life already. He had been going to AA meetings in the community and had a sponsor with who he had begun to work the 12 steps. Sadly this wasn't enough and he relapsed on alcohol once again and re-offended returning him to prison.







Prior to his relapse he had been working as a painter and decorator and found the weekends particularly difficult which is when his drinking increased. The recovery worker built a plan around his 'down time' ensuring actionable goals around his hobbies (fishing), passing his driving test, renewing his relationship with his family, and continuing to go to AA meetings.

The recovery worker also brought up the possibility of him going to a rehab on release which is 12 step based which also has group and individual counselling and AA and NA meetings. He showed a keen interest in this possibility quoting how he always relapses on release because of the housing situation and the temptations that arise when he is released into this difficult and toxic environment. Kevin could see how this would help him put into practice the tools and coping skills which we had been discussing in our sessions in a safer environment. I also lent him an AA big blue book and a green and Gold 12 step working guide from our Integrated Substance Misuse Service (ISMS), AA and NA Fellowship library.

His motivation to make the changes in his own life was so strong that I asked him to become a wing rep for our ISMS team, so that he could inspire others towards the changes that he was already making himself. Kevin did this with great enthusiasm.

Kevin was eventually released straight to the rehab. He has kept in touch. Sharing his life story in front of all the others in the house, was the first breakthrough, then his first ever 9 week period of sobriety and he asked his recovery worker to his graduation ceremony at twelve weeks.



-  1263 new people receiving treatment (over 3 per day)
-  701 people successfully completed (2 per day)
-  9 Mutual Aid Groups
-  53 structured groups delivered
-  704 collaborative meetings held with partners (nearly 2 per day)
-  15 Mentors



# Devon prisons



HMP Channings  
Wood:

Mr A was referred to the prison counsellor by his ISMS keyworker to complete some work around maintaining relationships, because these had always failed due to his substance use.

Mr A and the counsellor opened care plan objectives to focus on recognising the negative relationships that would lead him to relapse being able to verbalise what he would like from any of his relationships, including being able to let go of negative people. They worked at understanding how to treat people around him and how to be treated in return, recognising those relationships that would need to be repaired and how to start to repair these.

The counsellor worked with Mr A throughout his sentence, helping him to understand his relationships and how they could help his recovery, meeting on a weekly basis, exploring his support networks and who best to keep in his life and those people that were negative for him.

A big thing for Mr A had been his relationships with his family, friends and people he would come across - they had always been focused on heroin and always ended badly. The counsellor looked at what Mr A was finding relationships for, what he wanted from them and what he felt he could offer them. They worked hard together on his own identity and self-belief and being a positive factor in any relationship he made.

Mr A was released in April 2019 with the plan to maintain the positive relationships he held before custody, how to get back in contact with them and what to say and to remove those relationships that would draw him back into using.

In March 2021, I heard someone call my name across the street and Mr A came running over to me.

He wanted to thank me greatly for all the work that I had done with him and for believing in him. He said that he had stayed away from "users" and proudly told me that he had been clean since he left prison. He was still with his girlfriend and they were expecting their 1st baby!



- > 1995 new people receiving treatment
- > 1422 people successfully completed
- > 11495 1:1's completed
- > 1469 collaborative meetings with partners
- > 93 mutual aid groups delivered
- > 686 structured groups delivered
- > 568 collaborative meetings held with partners (11 per week)

# Naloxone

Devon



Naloxone - A medicine which can temporarily reverse the effects of an overdose caused by opiates & opioids such as heroin,



Claire, a criminal justice worker for Together Drug & Alcohol Services had been on a Naloxone course. Like any course, what you learn in the classroom can never prepare you for when you have to use it in real life. That day came in November 2020.

Claire stepped out to get lunch after a challenging call from a relative of a service user and spotted one of her clients collapsed outside the public toilets. Claire crossed over to help and placed the client in the recovery position. She was joined by a Police Officer from the Integrated Offender Management Unit who knew the client. While the Police Officer stayed with the man, Claire ran back to the office (2 minutes away) to grab a Naloxone kit, (proactively offered to all Together clients). On her return, they got the ambulance service on the phone and Claire spoke them through what she was doing step by step. Claire gave a first dose of Naloxone.

Following the initial dose, it appeared that the client was deteriorating. Following a two minute interval, Claire informed the client that she was going to administer a second dose. There was no response at all and if anything, he appeared to decline further. "He was drifting away in front of us. Two minutes feels like a really long time when there is a person in front of you deteriorating". She spoke to the ambulance crew and then administered a third dose. The Naloxone took effect, the client sat up. "What are you doing, why are you jabbing me with that?". "It's magnificent to watch. From out cold to sat bolt upright". And just as the gentleman

came around, the ambulance arrived. Claire's quick actions were praised by her colleagues in Together and by the Police. Although initially upset, the client now understood that Claire saved his life. He has now moved to a different town and is more stable in his treatment.



174 naloxone kits have been issued to clients and families in Dorset.



32,951 syringes supplied (barrels + insulin) in Dorset

# Family Work

*I just wanted to write a few words regarding our experience of Together, namely Jonathan Smith in relation to my daughter's heroin addiction.*

*When I found out about Antonia's addiction 2 years ago, I felt complete and utter despair, without a clue as to how I was going to help her, let alone manage my own fears and emotions. I had heard that there was a support group for parents of addicts and although I did not feel I could face a group of people, my now ex-husband went along and luckily met Jonathan.*

*Having explained to Jonathan that my daughter had an addiction to heroin, Jonathan arranged for a home visit to sit and talk with myself and my ex-husband. Although I was very nervous and apprehensive, his first visit was an absolute God send. Jonathan was so informative, supportive and reassuring and helped to realistically alleviate our fears from the very first visit as well as show us how we could help Antonia collaboratively.*

*This incredibly valuable support continued throughout our journey and I'm so very happy to report that Antonia, 2 years on is now living back home, away from her abusive, drug dealing, addicted boyfriend, has secured a good job, has made healthy friendships and is no longer using heroin. She is now on a very low dose of methadone and it's a joy to witness her living life to the full. She recently told me, "Mum, I just can't believe how happy and healthy I feel. I love my life!" Compared to our nightmare of a 2 year journey, this was music to my ears!*

*Without Jonathan's intervention, wisdom, sensitivity and support, I really do not think Antonia would still be with us today...I dread to think where she would be now. He provided us with the knowledge and the skills to collectively help Antonia become the happy, healthy and amazing young woman that she is today, full of hope, determination and possibilities.*

*As a family, we will never be able to thank Jonathan enough.*

*Trish*



- 26 referred clients have completed working with the Family team in the last 6 months
- 15 of those clients have been supported through social service processes
- 12 new interventions have been created ie routines, impact of substances on children, managing parental anxieties etc.
- 47 activity boxes were put together and delivered to families in service during Covid
- 12 leaflets created around pregnancy and substance misuse which have now been adopted by Devon's Midwife service
- Drug and Alcohol Day workshop developed and delivered to over 30 professionals from external services.
- 20 Friend and Family members have been supported and a regular friends and family group (once a month) has been created.



# Highlights



- Segmentation introduced to our service which provides ambition for the service users recovery with clear end points
- Lots of work to has taken place to increase staff morale and retention including whole team Development Days and regular 'you said, we did' team sessions
- New offer of better career development pathways has helped staff to see career progression and specialist roles that are helping to attract and retain staff
- Great Partnership Collaboration already starting with Probation, Police, Pathfinders, Prisons Torbay Service & YSmart
- Service User Consultation is now focused and monthly



## Letter from Beneficiary

To whom it may concern.

I'd like to start by praising Karen to the highest possible level. This women saved my life, there's no two ways about it. I was in trouble with the law.. problems with class A drugs and also mental health issues.

Since then I'm a completely changed person and it's greatly due to do with the work we have done in these past 2 and half years. She has been and still is a great person to talk to helping me accomplish my goals in life. Since our engagement I've had ups and down and whatever it may be, Karen was there to help.

This women and the Together team need more praise for their contribution to the community and helping others and I hope they do so in the future because they deserve it.

I will continue on my path wherever it takes me.  
Many thanks RB

## Case study

KC has been a tier 2 client of Together's since 2015. and was very hard to engage in treatment. KC was street homeless, frequently in court for acquisitive crimes, in a domestically abusive relationship, in very poor health and using very high levels of illicit substances. Through many years of assertive engagement KC began to engage in structured treatment in 2018.

KC is now in secure accommodation, engages with all of her 121 sessions, has not used any illicit substances for over 2 years. Her physical health has improved tenfold. She has left her abusive relationship. She has now reconnected with her family and is beginning to build healthy relationships and has begun the process to once again have contact with her children. She would like to begin to look at volunteering and giving back to the community.



- > 4,093 active clients
- > 2343 new clients
- > 555 sucessful/planned completions

There have also been:

- > 41 brief interventions
- > 16 onward referrals
- > 179 multi-agency meetings
- > 42 children's meetings - safeguarding
- > 92 family, parenting & social network support

# Highlights

## Helping Gypsy, Roma and Traveller communities

Gayle is 51 years old who has complex history of trauma and a long history of substance misuse. Gayle is also known to be on witness protection and has spent a short period of her life in prison. She has lived on a traveller's site based in North Dorset since her release in 2019 and prior to this has had strong links with the traveller community.

She started using heroin and crack 25 years ago, following the still birth of a baby at 7 months gestation, and subsequent grief and relationship breakdown. Alongside this, Gayle has a history of PTSD, anxiety, depression and social phobia. Gayle is continuing to engage in the REACH service and currently on 60ml methadone, with occasional heroin use.

- Gayle was identified as a potential peer educator. Gayle meets the team each Monday when the team spends some time on the traveller site. During this time the team offer a drop in and deliver supplies.
- Once Gayle started becoming a peer educator, other members of the community began to start a substance misuse programme, including a medically assisted treatment.
- Gayle supported other site members to engage in the Blood Borne Virus testing programme, this included Covid 19 antibody testing.
- Gayle is always welcoming and pleased to receive the 'support' packs, these packs have included fresh fruit and vegetables as well as foods that could be cooked on gas/ hobs and stored without a fridge.
- The team worked with Gayle to get an over filled skip removed from site, to reduce the virulence of vermin onsite.
- Gayle disclosed on one visit that all her winter clothes have become damaged. The team have sourced some winter clothes and shoes from a local charity.
- Gayle was supplied with a tablet and SIM card enabling her to gain further support and reduce isolation that Covid-19 has highlighted. This also increases connectivity for the whole community.
- During her time in prison Gayle undertook a degree and would like to expand on this. Contact was made with a local City and Guilds trainer, and Gayle was enrolled on an Open University Course.
- Throughout the project, Harm Reduction equipment (clean needles and syringes, foil packs and Naloxone to prevent risk escalation), was supplied to Gayle to share within the community. Gayle disclosed on one visit that a visitor to site had overdosed and she and two others had to use two doses of Naloxone. Gayle believes this saved his life as the person had turned blue and stopped breathing.
- Gas, bedding and clothing has now been supplied to promote Gayle to be 'winter' ready.

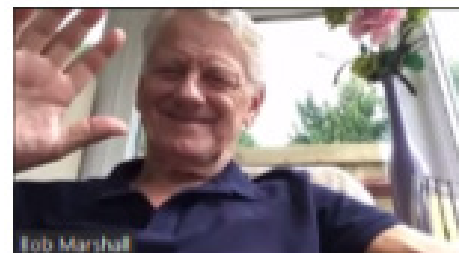
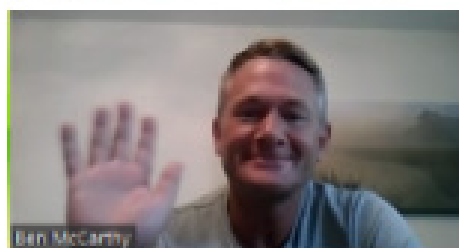
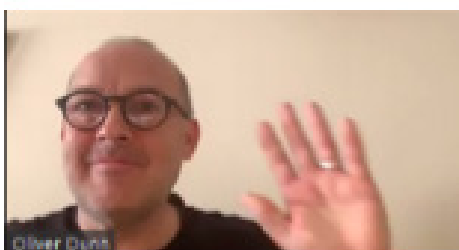
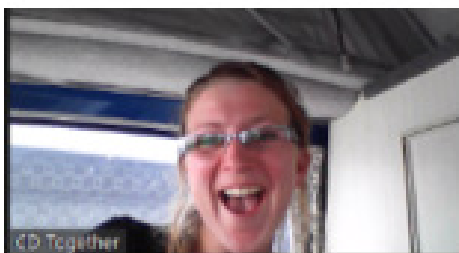


- > 2419 active clients
- > 1321 new clients
- > 383 successful/planned completions
- > 42 people from the gypsy, Roma and traveller communities benefited from testing, interventions and advice
- > Children with special needs were supported through the C19 lock down where many statutory services were restricted
- > The gypsy, Roma, traveller project featured in an NHS webinar

## Letter from Public Health Dorset

"We wanted to take this opportunity to thank all the staff in REACH for the way in which they have responded to the challenges of COVID-19. We know that major changes made to working practices since March of this year will not always have been easy for your staff and wanted to acknowledge that alteration of working life. Clinical safety remains our priority during this time. The changes you have made working with AWP to ensure clients received the correct medical and social intervention, balancing risk and practical considerations, have been recognised through our work with your senior management team... Working in a crisis mode for an extended period of time is not healthy or helpful for staff – and indeed the work the REACH team has done means that we believe there is now a clear, stable and sustainable offer for clients. And please pass on our sincere thanks to all members of your staff for the great work achieved over the past 4 months."

# Co-production



## Highlights and successes:

- The community development team have been busier than ever this year
- Professional newsletters introduced across both services
- Online mutual aid/volunteer led café's set up within weeks of lock-down and maintained by volunteers throughout the pandemic
- Volunteer numbers have increased despite a global pandemic. Training and recruitment has continued
- Volunteers and peer mentors more involved than ever in a whole host of activities including welfare calls, groups co-facilitation, independent volunteer led meetings, SMART meetings online, Flourish in nature activity leads, survey completion, zoom buddies and support, plug in Devon online connector roles, lived experience representation at co-production meetings, recovery coach sessions, staff inductions, staff training support, healthcare assistant support, recovery worker support, admin support
- Recovery TV! Series one viewed 32,500 times with a reach of 72,000

## Additional training offered

- Level 2 accredited courses in subjects such as mental health awareness, mental health first aid and understanding behaviour that challenges.
- How to use Zoom as a host
- Disengagement plans
- Welfare calls
- TOPS
- Recovery Coach catch ups
- Case notes
- Halo
- IT skills/ teams/office 365
- Chemsex
- Breaking free online
- Making every contact count (MECC – via One Small Step)
- BBV awareness



- 77 active volunteers in Devon & Dorset
- 10,000 gifted volunteer hours
- 21 qualified as lived experience Recovery Coaches (Accredited to Level 3)
- 150 Smart phones given to service users
- 48 packs delivered to targeted households aimed at getting families active outdoors
- 150 volunteer led groups have taken place in Devon since the start of the pandemic

- Wellbeing directories written and collated across both Devon and Dorset
- Recovery Coach role application pack, guidance and SOP written and rolled out to team leads and wider teams and Recovery Coaches recruited
- 150 phones with starting credit gifted to service users across Devon and Dorset enabled to remain in contact during isolation, connect with online meetings.
- Introduced co-production meetings for strategy and local change



# Flourish in Nature



“When you look outside on a sunny day you can see that the world is a beautiful place. Before, my eyes weren’t open to that.”

Kelly was at a point in her life where there was a void and she was at a loss as to how to fill it. “But when Flourish in Nature came along it was a huge game-changer.” She has been in EDP’s Together service for 18 months, but she is just about to become a fully qualified yoga instructor!

Kelly first dipped her toe in as a walk leader, alongside which she trained to become a Peer Mentor. She then pushed on to become an activity lead, while also juggling a yoga instructor qualification.

Kelly’s unique blend of skills in peer mentoring as well as in outdoor leadership has given her the confidence to speak up in situations where people may be displaying or talking about their risky behaviour and guide them towards safer habits and better decisions.

Kelly knows that she has a way to go with her recovery but she continues to strive to be the best version of herself.

“I have not wanted to use drugs now because I spent the past 25 years suffering from depression because what I was doing wasn’t making me happy. But I didn’t have a choice. Where now I am saving my money and I am planning things for the future.”

Within the realm of recovery many people are faced with a choice to give up their past life, and this can include giving up friends. Very quickly an individual’s usual support system is gone but with this program there is the opportunity to engage with a new support system, where everyone has the same goal - to become the best version of themselves within their recovery journey.

Kelly’s family and friends have all been affected by her journey and are extremely proud of her for what she has accomplished and her determination for a better future. She will not settle for anything less. She claims, “I wish that perhaps something like this was around 20 years ago then maybe life could have been different.”



- > 8 people became accredited first aiders
- > 4 people achieved Level 1 Outdoor Navigation Award (accredited)
- > 1 person qualified as a yoga instructor
- > 1 person qualified as a Boxing Instructor
- > 2 people achieved Paddlesports Leader Award
- > 1 person qualified as a foraging instructor
- > 8 people qualified as walk leaders
- > 78 people attended at least one activity in the January to March period
- > 26 activities took place between January

# The Departure Lounge



*"Phone charging helped - in the first few hours out there it really helps to have a charged phone to touch base with different people"*

The Departure Lounge works with both remand and sentenced prisoners, assisting their preparation for release, supporting their return to the community and providing follow up support by phone after release.

It delivers a daily early morning service to those being released; focused on providing immediate, practical and next step support.

## Highlights and successes:

- Bringing support closer to the people who need it by the use of free to call in-cell phones
- 3 structured phone out events where community partners are on hand to receive free calls and video calls from prisoners to answer work and employment related questions
- Using a Reducing Reoffending Champion role to enable prisoners to speak freely and feel heard.



- > 489 prison leavers assisted
- > 142 clothing requests met - new clothes, ruck-sacks, shoes issued to those in need of more appropriate clothing
- > 115 food requests met - organic seasonal food to go and for cooking when they return home
- > 169 phone charged up in the Departure Lounge
- > 22 phones with data have been issued to newly released prisoners



Safe

Effective

Things we are really good at:

Things we are working hard to:

Things we are really good at:

Things we are really good at:



# Plans & objectives

## 2021/22

1. Co-production and inclusion – To provide opportunity for all members of our community equally and fairly.
2. People Planning – Ensuring that EDP have a well-trained, motivated and engaged workforce who are equipped to deliver a quality service.
3. Quality and Performance – To meet or exceed contractual KPI's and demonstrate measurable continuous improvement across all contracts
4. Clinical Excellence – EDP to develop a robust internal clinical service both in terms of structure and delivery
5. Defining our position – Develop a strategy to raise the profile of EDP to key stakeholders in the South West
6. Digital strategy – To develop a digitally enhanced offer that gives increased access and efficiency



## **Reference & Administrative Information**

### **EDP's Objects**

The objects for which the charity was established are for general charitable purposes in order to provide support and assistance to individuals who may be socially excluded and seeking to improve their quality of life, to become fully integrated members of Society, in particular by:

- providing assistance and support in the relief of physical and mental sickness of persons in need by reasons of substance abuse or dependency, including alcohol and drugs;
- relieving the hardship of those in need by reasons of youth, age, infirmity, physical or mental disability, poverty or social and economic circumstances by the provision of social housing and housing support;
- the relief of unemployment and advancement of education (including sustainable training for employment or work) for the benefit of the public generally and in particular such persons who are in need due to the lack of educational or skills attainment or who otherwise require assistance in gaining employment;
- the relief of poverty, hardship (financial or otherwise) and distress among children, young people, families and other members of society in necessitous circumstances by providing and assisting in the provision of such facilities, advice and support as may be required to improve their conditions of life; and
- assisting in the preservation and protection of health, and in the treatment and care of persons suffering from mental or physical illness or in need of rehabilitation as a result of such illness, through the provision of clinical and other services and support.

After EDP became part of the Humankind group on 1 April 2020, the Objects were changed to align with those of Humankind and were approved by the Charity Commission.

In the objects, 'substance misuse' means a condition which may cause an individual to experience social, psychological, physical or legal problems related to intoxication and/or regular excessive consumption and/or dependence, as a consequence of their use of drugs or other chemical substances. We monitor and review our activities regularly and, in doing so, ensure that we meet the above aims and objectives. When doing this and when planning future activities, we take into account the Charity Commission's guidance on public benefit.

The Board of Trustees has pleasure in presenting its report and the audited financial statements for the year ended 31 March 2021.

Charity Name: EDP Drug & Alcohol Services

Charity Registration Number: 0297370

Company Registration Number: 2145656

Registered Office: Stratus House, Emperor Way, Exeter Business Park, Exeter, Devon, EX1 3QS

## Board of Trustees

The Trustees who served during the year are as follows (all trustees are also Directors of the Company):

Ian Macqueen	Chairman
Janet Bilbie	Treasurer

James Black	(appointed 1 April 2020)
Hollie Cashmore	(appointed 2 September 2021)
Dr Jim Gilbert	
Tim Goodwin	
Carl Grindrod	
Anna Headley	(appointed 1 April 2020)
James Hutchinson	(resigned 1 April 2020)
Manish Nanda	(appointed 3 September 2020)
Sarah Shepherd	(appointed 1 April 2020)
Paul Taylor	
Paul Townsley	(appointed 1 April 2020)
Roya Vaziri	(appointed 1 April 2020; resigned 3 September 2020)
Richard Weeks	(resigned 3 December 2020)
Morgan Witzel	(resigned 1 April 2020)
Tony Woodward	(resigned 1 April 2020)

## Administrative Information

Chief Executive:	Penny Blackmore
Company Secretary:	Janet Bilbie
Auditors:	Bishop Fleming LLP, Stratus House, Emperor Way, Exeter
Bankers:	HSBC, High Street, Exeter
Solicitors:	Foot Anstey, Senate Court, Exeter



# Structure, Governance and Management

## Governing Document

EDP Drug & Alcohol Services (EDP) is a non-profit making company limited by guarantee. The company was established in 1984 and registered as a charity in 1987. The governing document of the charity is the company's Articles of Association.

## Governance

The Board of Trustees is responsible for the strategic direction and governance of the charity. The Board meets quarterly and usually has an annual away day. The Board has two committees - Finance and Audit and Integrated Governance. These committees meet quarterly, prior to each Board meeting, allowing these subjects to be explored in more detail outside the main meetings. The Finance and Audit Committee reviews the corporate Risk Register.

Currently, the Board has twelve members (including five appointed by Humankind Charity) with a variety of professional backgrounds relevant to the governance of an organisation the size of EDP.

The Board delegate day-to-day governance and leadership of the organisation to the Chief Executive, who leads on ensuring the appropriate governance framework, advises the Board on relevant strategic issues and provides the necessary information for effective decision-making and governance. Executive Directors are responsible for the effective delivery of their particular work streams. The Directors report to the Chief Executive and Board of Trustees quarterly on performance according to agreed internal and commissioned targets.

## Recruitment and Appointment of the Board of Trustees

In order to ensure a broad skill mix to meet the requirements of a growing organisation, the charity recruits trustees through a process of external advertising or by personal recommendation where we are seeking specific skills. Interested candidates who meet the person specification for the job description go through an interview process to select new Trustees who will best complement the skills mix and diversity of the current Board.

The parent company, Humankind Charity, is entitled to appoint up to five Trustees.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses re-claimed are set out in note 11 to the accounts.

## Trustee Induction and Training

New Trustees receive a presentation which includes:

- EDP Structure
- Revised Articles of Association
- Most recent Annual Report

- Charities Commission – The Essential Trustee
- Role of the trustee
- Briefing on all services
- Constitution and Governance
- History of EDP
- Strategic direction and context

In addition, where a number of new trustees join the Board, the Chief Executive will invite staff and service users to cover:

- What it's like to work for EDP (presented by a staff member)
- A service user perspective (presented by a service user)

# Financial review

## Trustees Report for the year ended 31st March 2021

In the current year EDP's income was £9,617k (2019/20: £9,271k). Expenditure for the same year was £9,054k (2019/20: £9,198k). This resulted in an overall increase in reserves of £563k (2019/20: increase of £73k).

2020/21 was a challenging year for the delivery of services across our Devon and Dorset community contracts due to the COVID-19 pandemic and ensuing lockdowns. However, wherever possible, we continued our service provision via online meetings with our clients and this change to our delivery model resulted in a significant saving against budget for our non-payroll costs such as premises and travel. These savings combined with staff savings due to ongoing vacancies, has left us with the unusually large increase in reserves at the year end.

The community services contract for Dorset commenced on 1 November 2017 and runs for 3 + (extension period of) 2 years, the Devon contract commenced 1 April 2018 and runs for 5 + (extension period of) 4 years.

Our work in prisons continues, as sub-contractors to Practice Plus Group, providing the psychosocial interventions in the prisons across both Dorset and Devon. Weekend working increased slightly once staff were allowed back into the prisons to accommodate social distancing requirements.

### Reserves Policy

The total and unrestricted reserves for the Charity for the year were £1,596k (2019/20: £1,033k). These are stated after all known liabilities have been fully provided for. The Board reviews reserves on an annual basis together with EDP's strategic plan. The reviews cover:

- a) Cash flow and forecasts.
- b) A review of existing funds, reserves and liabilities. All contingent liabilities have been fully provided for.
- c) A review of future income and expenditure and the impact of the current contract end dates.
- d) Requirements for specific designated funding in line with business strategy.
- e) An analysis of future needs, contingencies and risks with the potential consequences for EDP not being able to meet them.

In the Trustees' view, the minimum level of reserves required to effect an orderly wind up of the charity should it ever be required is £587k. This is calculated on the assumption that staff obligations in respect of contracted services would fall to the relevant commissioning body. However premises obligations may remain with the Charity together with the costs of redundancy and / or notice for central staff.

At the year end, the actual level of unrestricted reserves was £1,596k, of which £67k is designated to fixed assets, leaving £1,529k of free reserves. The Trustees believe the excess over the



minimum is appropriate to deal with opportunities for the future and other costs expected under existing contracts.

## **Investment Policy**

The Trustees' investment policy takes a short term and long term view for calls on EDP's cash funds. The funds are mainly invested in short term and current account deposits to enable the pursuit of its reserves policy.

## **Corporate Governance**

The Trustees have continued with a strong approach to corporate governance delivery supported by the Finance and Audit Committee and the Integrated Governance Committee. The Trustees have specific governance arrangements in place for the community contracts in Dorset and Devon, with each contract having Integrated Governance and Quality Assurance Frameworks that underpin structural arrangements. The Head of Compliance oversees these operations in order to ensure robust governance arrangements to support contractual requirements.

The overall strategic control for the Finance function is retained in-house through the Director of Finance and Central Support who reports to the Chief Executive. Bishop Fleming LLP were reappointed as external auditors for the Charity.

## **Risk Management**

The Trustees acknowledge their responsibility to consider the risks to which the charity is exposed and have processes in place to manage those risks. Risks are regularly reviewed, assessed, managed and escalated appropriately in a manner consistent with the Risk Management Standard ISO 31000:2009. Risk management processes are reviewed on an annual basis.

The Chief Executive presents regular strategic summaries to the Board, which cover the current environment, the needs of people who use our services, the market, organisational risks and EDP's resources. Recommendations are made as to what the organisation's priorities and plans should be. Corporate risk analyses are presented monthly to the Directorate Team and quarterly to the Finance and Audit Committee and Board. This is in line with EDP's Risk Management Policy and highlights key risks/mitigations, which have been escalated from service/department risk registers. This enables the Board of Trustees and Chief Executive to continually review organisational priorities and risks and adjust work-plans accordingly. EDP has a Risk Management Governance Structure, which includes oversight of service risk registers by the Integrated Governance Committee, which is chaired by a Board member.

An internal control system is in place that enables the executive to understand, manage and satisfactorily control risk exposures. The Charity trustees have considered the major risks to which the Charity is exposed and satisfied themselves that systems or procedures are established in order to manage those risks.

## **Financial and Internal Controls**

EDP has a defined organisational structure, which includes members of the Board, the Chief Executive, Directorate and senior managers. EDP has an Audit and Finance Committee of the Board of Trustees, which agrees an audit schedule for internal processes in addition to reviewing

the effectiveness of financial controls.

There is an internal control system, embedded in financial regulations and processes, which mitigates against error and possible fraud. The day-to-day operation of this is delegated to senior managers.

Risks are minimised by the implementation of authorisation procedures and differing authority levels for all transactions and projects. These procedures are the responsibility of the Audit and Finance Committee and are reviewed periodically to ensure that they remain appropriate and adequate and that they continue to meet the needs of the Charity.

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to auditors**

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

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

**Auditors**

The auditors, Bishop Fleming LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees on 2 September 2021 and signed on their behalf by:



**Ian MacQueen**  
Chair



**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF E D P DRUG & ALCOHOL SERVICES**

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**Opinion**

We have audited the financial statements of E D P Drug & Alcohol Services (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 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.

**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 United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

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

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

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

**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of 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.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF E D P DRUG & ALCOHOL SERVICES  
(CONTINUED)**

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**Opinion 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 Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

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

In the light of our 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 Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, 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 prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

**Responsibilities of trustees**

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, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF E D P DRUG & ALCOHOL SERVICES**  
**(CONTINUED)**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We have considered:

- the nature of the sector, control environment and business performance;
- results of our enquiries of management and the trustees, about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to: identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance; detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud. As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud, which included incorrect recognition of revenue, management override of controls using manual journal entries, purchase ledger, and identified the greatest potential for fraud as incorrect recognition of revenue, lease and dilapidations, consideration of restricted income, compliance with laws and regulations and management override using manual journal entries.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Charities Act, UK Companies Act, Charities SORP and UK tax legislation. In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or avoid a material penalty. These included data protection legislation, health and safety regulations, and employment law.

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- reviewing the financial statement disclosures and testing to supporting documentation to assess the recognition of revenue;
- enquiring of trustees and management concerning actual and potential litigation and claims;
- performing procedures to confirm material compliance with the requirements of the above regulations;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgments made in accounting estimates are indicative of potential bias; and evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.



**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF E D P DRUG & ALCOHOL SERVICES**  
**(CONTINUED)**

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- reviewed a sample of income transactions to supporting documentation to ascertain whether correct classification has been used; and
- reviewed key information relating to current leases and reperformed calculations. .

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**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. Our audit work has been undertaken so that we might state to the charitable company's members 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



**Tim Borton FCA DChA (Senior statutory auditor)**

for and on behalf of

**Bishop Fleming LLP**

Chartered Accountants

Statutory Auditors

2nd Floor Stratus House

Emperor Way

Exeter Business Park

Exeter

EX1 3QS

6 September 2021

**E D P DRUG & ALCOHOL SERVICES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>INCOME FROM:</b>					
Donations and legacies	4	5,935	-	5,935	12,274
Charitable activities	5	9,453,437	157,389	9,610,826	9,252,091
Other trading activities	6	-	-	-	281
Investments	7	182	-	182	6,974
		<u>9,459,554</u>	<u>157,389</u>	<u>9,616,943</u>	<u>9,271,620</u>
<b>TOTAL INCOME</b>					
<b>EXPENDITURE ON:</b>					
Charitable activities	8	8,896,428	157,389	9,053,817	9,198,443
		<u>8,896,428</u>	<u>157,389</u>	<u>9,053,817</u>	<u>9,198,443</u>
<b>TOTAL EXPENDITURE</b>					
		<u>563,126</u>	<u>-</u>	<u>563,126</u>	<u>73,177</u>
<b>NET MOVEMENT IN FUNDS</b>					
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		1,032,828	-	1,032,828	959,651
Net movement in funds		563,126	-	563,126	73,177
		<u>1,595,954</u>	<u>-</u>	<u>1,595,954</u>	<u>1,032,828</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>					

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 34 to 50 form part of these financial statements.

**E D P DRUG & ALCOHOL SERVICES  
(A COMPANY LIMITED BY GUARANTEE)  
REGISTERED NUMBER:02145656**

**BALANCE SHEET  
AS AT 31 MARCH 2021**

	<b>Note</b>	<b>2021 £</b>	<b>2020 £</b>
<b>FIXED ASSETS</b>			
Tangible assets	13	<b>67,123</b>	80,912
<b>CURRENT ASSETS</b>			
Debtors	14	<b>727,190</b>	615,158
Cash at bank and in hand		<b>1,794,301</b>	1,160,912
		<b>2,521,491</b>	1,776,070
Creditors: amounts falling due within one year	15	<b>(949,742)</b>	(796,185)
<b>NET CURRENT ASSETS</b>		<b>1,571,749</b>	979,885
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>1,638,872</b>	1,060,797
Provisions for liabilities		<b>(42,918)</b>	(27,969)
<b>TOTAL NET ASSETS</b>		<b>1,595,954</b>	1,032,828
<b>CHARITY FUNDS</b>			
Restricted funds	17	-	-
Unrestricted funds	17	<b>1,595,954</b>	1,032,828
<b>TOTAL FUNDS</b>		<b>1,595,954</b>	1,032,828

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

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Janet E. Bilbie*

**Janet Bilbie**  
Trustee  
Date: 2 September 2021

The notes on pages 34 to 50 form part of these financial statements.

**E D P DRUG & ALCOHOL SERVICES**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	<b>2021</b> <b>£</b>	2020 <b>£</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Net cash used in operating activities	<b>680,612</b>	(296,156)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Dividends, interests and rents from investments	<b>182</b>	6,974
Purchase of tangible fixed assets	<b>(47,405)</b>	(41,270)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>	<b>(47,223)</b>	<b>(34,296)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>NET CASH PROVIDED BY FINANCING ACTIVITIES</b>	<b>-</b>	<b>-</b>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>	<b>633,389</b>	<b>(330,452)</b>
Cash and cash equivalents at the beginning of the year	<b>1,160,912</b>	1,491,364
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	<b>1,794,301</b>	1,160,912

The notes on pages 34 to 50 form part of these financial statements



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. GENERAL INFORMATION**

EDP Drug & Alcohol Services is a company limited by guarantee and is constituted under a Memorandum of Association dated 24 March 1987. The company is also a registered charity. The registered office is Stratus House, Emperor Way, Exeter.

**2. ACCOUNTING POLICIES**

**2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements 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 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

E D P Drug & Alcohol Services meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 GOING CONCERN**

The Trustees have considered the ongoing implications of COVID19 and the potential impact on operations. Since the outset of the pandemic and through the government imposed lockdowns the charity has continued to meet all of its objectives under current contracts and there have been no indicators of any clawbacks. The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist.

**2.3 INCOME**

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**2.4 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. ACCOUNTING POLICIES (continued)**

**2.5 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 TANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Motor vehicles	- 33.3% straight line
Fixtures and fittings	- 33.3% straight line
IT and office equipment	- 33.3% straight line

**2.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.8 CASH AT BANK AND IN HAND**

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

**2.9 LIABILITIES**

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.10 FINANCIAL INSTRUMENTS**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

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**2. ACCOUNTING POLICIES (continued)**

**2.11 PENSIONS**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

All staff who are eligible to remain within the NHS Pension Scheme do so. Although the scheme provides defined benefits to members, it is an unfunded multi employer scheme, with no ongoing liability for the company beyond the level of employer contributions specified by the Scheme. Accordingly it is accounted for as if it was a defined contribution scheme.

**2.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgment:

**Useful economic lives of tangible assets**

The annual depreciation charge is sensitive to any changes in the estimated useful life and residual values of tangible assets. The useful economic lives and residual value is assessed on an annual basis and are amended only when evidence shows a change in the estimated economic lives or residual life. Criteria used to assess the economic life and residual value includes technological advancement, economic utilisation, physical condition of the asset and future investments.

**Dilapidations**

The dilapidation provision is assessed on a lease-by-lease basis, calculated as a proportion of the annual rent in light of previous experience of actual dilapidation costs. The provision accrues over the term of the lease.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

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4. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	5,935	<b>5,935</b>	12,274

All income from donations in the prior year was unrestricted.



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**5. INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Recovery, re-integration and family services	9,453,437	157,389	9,610,826	9,252,091

Of the income from charitable activities in the prior year, £86,359 was restricted and £9,165,732 was unrestricted.

**6. INCOME FROM OTHER TRADING ACTIVITIES**

**Income from fundraising events**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising	-	-	281

All income from other trading activities in the prior year was unrestricted.

**7. INVESTMENT INCOME**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest receivable	182	182	6,974

All investment income in the prior year was unrestricted.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**8. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

**Summary by fund type**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Charitable activities	8,896,428	157,389	<b>9,053,817</b>	9,198,443
TOTAL 2020	9,080,804	117,639	9,198,443	

**9. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Activities undertaken directly 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Charitable activities	9,053,817	<b>9,053,817</b>	9,198,443
TOTAL 2020	9,198,443	9,198,443	

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**9. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)**

**ANALYSIS OF DIRECT COSTS**

	<b>Charitable activities 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Staff costs	5,711,709	<b>5,711,709</b>	5,715,160
Depreciation	61,194	<b>61,194</b>	49,363
Subcontract delivery	1,725,140	<b>1,725,140</b>	1,774,887
Staff travel/subsistence	19,882	<b>19,882</b>	145,640
Learning and development	51,988	<b>51,988</b>	36,798
Office costs	237,397	<b>237,397</b>	279,373
Client/Volunteer expenses	103,680	<b>103,680</b>	149,888
Premises	484,402	<b>484,402</b>	478,081
Professional fees	41,557	<b>41,557</b>	86,623
IT and communications	162,246	<b>162,246</b>	151,278
Other expenses	25,831	<b>25,831</b>	48,391
Agency staff	245,446	<b>245,446</b>	206,538
Other staff costs	149,694	<b>149,694</b>	41,057
Governance costs	33,651	<b>33,651</b>	35,366
	<u>9,053,817</u>	<u><b>9,053,817</b></u>	<u>9,198,443</u>
TOTAL 2020	<u>9,198,443</u>	<u>9,198,443</u>	

**10. AUDITORS' REMUNERATION**

	<b>2021 £</b>	<b>2020 £</b>
Fees payable to the company's auditor for the audit of the company's annual accounts	<b>8,512</b>	8,262
Fees payable to the company's auditor in respect of:		
All non-audit services not included above	<u>-</u>	<u>444</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**11. STAFF COSTS**

	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Wages and salaries	<b>5,067,003</b>	5,060,924
Social security costs	<b>424,689</b>	426,678
Contribution to defined contribution pension schemes	<b>245,156</b>	252,054
	<b>5,736,848</b>	5,739,656

The average number of persons employed by the company during the year was as follows:

<b>2021</b>	2020
<b>No.</b>	<b>No.</b>
<b>228</b>	228

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

	<b>2021</b>	2020
	<b>No.</b>	<b>No.</b>
In the band £60,001 - £70,000	<b>1</b>	-

Total employment benefits paid by the charity in the year in respect of the key management personnel were £187,720 (2020: £185,889).

**12. TRUSTEES' REMUNERATION AND EXPENSES**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £NIL were reimbursed or paid directly to Trustees (2020 - £276 to 2 Trustees). In the prior year expenses related to travel, subsistence and training expenses.



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**13. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	IT and Office equipment £	Total £
<b>COST OR VALUATION</b>				
At 1 April 2020	26,280	30,931	231,989	289,200
Additions	-	-	47,405	47,405
Disposals	-	(20,863)	(68,003)	(88,866)
At 31 March 2021	26,280	10,068	211,391	247,739
<b>DEPRECIATION</b>				
At 1 April 2020	26,280	26,982	155,026	208,288
Charge for the year	-	2,004	59,190	61,194
On disposals	-	(20,863)	(68,003)	(88,866)
At 31 March 2021	26,280	8,123	146,213	180,616
<b>NET BOOK VALUE</b>				
At 31 March 2021	-	1,945	65,178	67,123
At 31 March 2020	-	3,949	76,963	80,912

**14. DEBTORS**

	2021 £	2020 £
<b>DUE WITHIN ONE YEAR</b>		
Trade debtors	599,700	520,991
Other debtors	29,185	28,522
Prepayments and accrued income	98,305	65,645
	727,190	615,158

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Trade creditors	<b>365,560</b>	284,685
Other taxation and social security	<b>97,592</b>	106,508
Other creditors	<b>86,061</b>	75,258
Accruals and deferred income	<b>400,529</b>	329,734
	<b>949,742</b>	796,185
	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Deferred income at 1 April 2020	<b>47,338</b>	31,737
Resources deferred during the year	<b>134,466</b>	140,871
Amounts released from previous periods	<b>(47,338)</b>	(125,270)
	<b>134,466</b>	47,338

Deferred income relates to funding drawn down in advance where the company is not entitled to recognise the income until certain conditions have been met.

**16. PROVISIONS**

	<b>Dilapidations</b>
	<b>£</b>
At 1 April 2020	<b>27,969</b>
Additions	<b>14,949</b>
	<b>42,918</b>

The dilapidations provisions is based on the future expected repair costs required to restore the leased buildings to their fair condition at the end of their respective lease terms.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**17. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Fixed Asset Reserve	80,912	-	(61,194)	47,405	67,123
<b>GENERAL FUNDS</b>					
Unrestricted Funds	951,916	9,459,554	(8,835,234)	(47,405)	1,528,831
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>1,032,828</b>	<b>9,459,554</b>	<b>(8,896,428)</b>	<b>-</b>	<b>1,595,954</b>
<b>RESTRICTED FUNDS</b>					
OPCC	-	12,500	(12,500)	-	-
Sport England	-	48,806	(48,806)	-	-
Teignbridge rough sleeper initiative	-	17,227	(17,227)	-	-
Avon and Somerset PCC	-	18,750	(18,750)	-	-
Petroc College	-	14,999	(14,999)	-	-
Exeter City Council	-	14,742	(14,742)	-	-
National Lottery Community Fund	-	30,365	(30,365)	-	-
	-	157,389	(157,389)	-	-
<b>TOTAL OF FUNDS</b>	<b>1,032,828</b>	<b>9,616,943</b>	<b>(9,053,817)</b>	<b>-</b>	<b>1,595,954</b>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**17. STATEMENT OF FUNDS (CONTINUED)**

**Designated Funds**

The Trustees have allocated an amount representing the net book value of the charity's fixed assets as these are not freely available to spend by the charity.

**Restricted Funds**

**Office of the Police and Crime Commissioner, Devon & Cornwall (OPCC)**

This fund represents a grant from OPCC for the delivery of a Prisoner Resettlement Pilot at HMP Exeter, specifically provision of a Resettlement Coordinator and the Departure Lounge Café. The grant was fully spent in the year with the project now extended from September 2020 for another 12 months.

**Avon and Somerset PCC**

This fund represents a grant from ASPCC to continue our Prisoner resettlement Project at HMP Exeter for 12 months from September 2020. This is specifically for provision of a Resettlement Coordinator and the Departure Lounge Café. Half of the grant was spent in year with the balance to be spent in the first 6 months of the year to 31 March 2022.

**Sport England**

This fund represents a three year grant by Sport England for their Flourish in Nature project using National Lottery funding. Specifically it is to be used to train up cohorts of volunteer outdoor activity leaders in Devon.

**Petroc College**

This fund represents a grant awarded by Petroc College as part of their wider project funded by the European Social Fund specifically to be used to continue to develop the scalability and sustainability of EDP's social enterprise Hidden Gems. The grant received so far was fully spent in the year and there is the potential to draw down a small amount of further funding during the year to 31 March 2022.

**Exeter City Council**

This fund represents a grant by Exeter City Council for the employment of a specialist navigator for 12 months, under Exeter's award of funding through the Rough Sleeper Rapid Rehousing Pathway programme.

**National Lottery Awards for All**

A grant awarded by the National Lottery Awards for All for Devon Time (time banking project), specifically for a Time Broker (working 15 hours per week for 43 weeks) to develop Time Bank branches across Torridge and North Devon.

**Teignbridge rough sleeper initiative**

This fund represents a grant from Teignbridge District Council and South Hams & West Devon Council to contribute towards an outreach service which will work alongside the existing rough sleeper outreach services covering both districts. The original grant was to cover the period to 31 March 2021 but the funding has now been extended to 31 August 2021.



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**17. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Fixed Asset Reserve	89,005	-	(49,363)	41,270	80,912
<b>GENERAL FUNDS</b>					
Unrestricted Funds	839,366	9,185,261	(9,031,441)	(41,270)	951,916
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>928,371</b>	<b>-</b>	<b>(9,080,804)</b>	<b>-</b>	<b>1,032,828</b>
<b>RESTRICTED FUNDS</b>					
OPCC	15,000	17,500	(32,500)	-	-
Devon County Council	16,280	4,720	(21,000)	-	-
Rank Foundation	-	15,000	(15,000)	-	-
Sport England	-	28,501	(28,501)	-	-
ECC	-	20,638	(20,638)	-	-
	31,280	86,359	(117,639)	-	-
<b>TOTAL OF FUNDS</b>	<b>959,651</b>	<b>86,359</b>	<b>(9,198,443)</b>	<b>-</b>	<b>1,032,828</b>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**18. SUMMARY OF FUNDS**

**SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	80,912	-	(61,194)	47,405	67,123
General funds	951,916	9,459,554	(8,835,234)	(47,405)	1,528,831
Restricted funds	-	157,389	(157,389)	-	-
	<u>1,032,828</u>	<u>9,616,943</u>	<u>(9,053,817)</u>	<u>-</u>	<u>1,595,954</u>

**SUMMARY OF FUNDS - PRIOR YEAR**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	89,005	-	(49,363)	41,270	80,912
General funds	839,366	9,185,261	(9,031,441)	(41,270)	951,916
Restricted funds	31,280	86,359	(117,639)	-	-
	<u>959,651</u>	<u>9,271,620</u>	<u>(9,198,443)</u>	<u>-</u>	<u>1,032,828</u>

**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	67,123	67,123
Current assets	2,521,491	2,521,491
Creditors due within one year	(949,742)	(949,742)
Provisions for liabilities and charges	(42,918)	(42,918)
<b>TOTAL</b>	<u>1,595,954</u>	<u>1,595,954</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	80,912	80,912
Current assets	1,776,070	1,776,070
Creditors due within one year	(796,185)	(796,185)
Provisions for liabilities and charges	(27,969)	(27,969)
<b>TOTAL</b>	<b>1,032,828</b>	<b>1,032,828</b>

**20. RECONCILIATION OF MOVEMENT IN FUNDS TO CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2021</b> £	2020 £
Net income for the year (as per Statement of Financial Activities)	<b>563,126</b>	73,177
<b>ADJUSTMENTS FOR:</b>		
Depreciation charges	<b>61,194</b>	49,363
Dividends, interests and rents from investments	<b>(182)</b>	(6,974)
Increase in debtors	<b>(112,032)</b>	(208,310)
Increase/(decrease) in creditors	<b>168,506</b>	(203,412)
<b>NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES</b>	<b>680,612</b>	(296,156)

**21. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	<b>2021</b> £	2020 £
Cash at bank and in hand	<b>1,794,301</b>	1,160,912
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>1,794,301</b>	1,160,912

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**22. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	1,160,912	633,389	1,794,301
	<u>1,160,912</u>	<u>633,389</u>	<u>1,794,301</u>

**23. PENSION COMMITMENTS**

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £184,978 (2020: £200,050). Contributions totalling £26,873 (2020: £25,097) were payable to the fund at the balance sheet date and are included in creditors.

Additionally, the company pays contributions to the NHS Pension Scheme. Although the scheme provides defined benefits to members, it is an unfunded multi employer scheme, with no ongoing liability for the company beyond the level of employer contributions specified by the Scheme. Accordingly it is accounted for as if it was a defined contribution scheme. The pension cost charge represents contributions payable by the company to the fund and amounted to £66,735 (2020: £51,974). Contributions totalling £57,829 (2020: 48,408) were payable to the fund at the balance sheet date and are included in creditors.

**24. OPERATING LEASE COMMITMENTS**

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Within 1 year	192,802	147,110
Later than 1 year and not later than 5 years	444,078	419,472
Later than 5 years	72,700	168,992
	<u>709,580</u>	<u>735,574</u>

**25. RELATED PARTY TRANSACTIONS**

During the year, management services were provided by parent company Humankind Charity for a value of £57,160. At the year end, £53,070 is due to the parent company and this is included in trade creditors.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**26. CONTROLLING PARTY**

On 1 April 2020 EDP Drug & Alcohol Services became a subsidiary charity of Humankind Charity where Humankind Charity is the sole company member and parent company.

Humankind is a company registered in England, Registered Company No. 01820492 and Registered Charity No. 515755, head Office Humankind, Inspiration House, Unit 22 Bowburn North Industrial Estate DH6 5PF. Consolidated accounts can be obtained from Companies House.