

Company no. 04862177  
Charity no. 1100518

**Transform Drug Policy Foundation**  
**Report and Unaudited Financial**  
**Statements**  
**31 March 2021**

## **Transform Drug Policy Foundation**

### **Reference and administrative details**

**For the year ended 31 March 2021**

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<b>Company number</b>	04862177
<b>Charity number</b>	1100518
<b>Registered office and operational address</b>	9-10 King Street Bristol BS1 4EQ
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:  Nina Edmonds (appointed 1 September 2020) Jane Hickman Chair Howard Jacobs Rowan Miller Yewande Okuleye (resigned 1 August 2021) Hannah Slater Victoria Unwin
<b>Chief executive officer</b>	James Nicholls
<b>Independent examiners</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

## **Transform Drug Policy Foundation**

### **Report of the trustees**

#### **For the year ended 31 March 2021**

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The Trustees present their report and accounts for the year ended 31 March 2021. Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

#### **Structure, governance and management**

##### **Governing document**

Transform Drug Policy Foundation is a charitable company limited by guarantee (company number 04862177) and registered as a charity (charity number 1100518). The company was established under a Memorandum of Association and is governed by its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10. Its registered office is 9-10 King Street, Bristol, BS1 4EQ.

##### **Risk management and assessment**

The Trustees are aware of their responsibilities to conduct a thorough risk assessment of the Charity's activities.

Currently risks are identified and controlled through a process of management overview of financial, managerial and strategic issues, coupled with frequent staff discussion and maintained in a risk register.

##### **Appointment of trustees**

The trustees who are directors for the purpose of company law and trustees for the purpose of charity law, who served for the year and up to the date of this report are set out on page 1. New trustees are appointed upon the recommendation of existing trustees and may involve external recruitment efforts using pro bono professional advice.

##### **Organisational structure**

Day to day responsibility for the provision of services rests with the Chief Executive Officer Dr James Nicholls.

##### **Objectives and activities for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Charity's activities during the year were the advancement of the education of the public and organisations in drug policy by research and dissemination of information, with a view to increasing the effectiveness of such policy and to preserve and safeguard the interests of the public. All our work is driven by the need to improve policy so that it better protects people according to reputable evidence.

##### **Key achievements over the past year**

Transform has continued to increase its reach and impact this year, both nationally and globally. Despite the pressures of Covid, we have been able to continue our work and have adapted well to moving our activities online. We published our new crowdfunded book on stimulants regulation, written in partnership with México Unido Contra la Delincuencia, which received significant media coverage and which we hope will open up a new landscape in the debate on alternative drugs policy. We also published two major reports on cannabis regulation in North America, which have been widely cited, and which have helped shift the debate from why we should regulate drugs to how we should regulate them effectively.

## **Transform Drug Policy Foundation**

### **Report of the trustees**

#### **For the year ended 31 March 2021**

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In January we launched our campaign marking the 50th anniversary of the Misuse of Drugs Act, which quickly gathered significant political support and promises to set a new platform for campaign reform in the UK. Our Anyone's Child families remain highly committed to our cause and continue to provide a uniquely powerful voice for change. We have been delighted this year to receive new funding from the Trust for London to establish a unique allyship with the social action network Blaksox to help amplify the voices of Black communities in the drug policy debate.

We are delighted that our core funders remain loyal to our work. In addition to continuing funds from the Esmée Fairbairn Foundation, Tudor Trust, Linnet Trust, Glasshouse Trust and others we have received new grants from the John Ellerman Foundation, Open Society Foundations and Trust for London. We also continue to receive support from a host of individual donors.

This year has demonstrated Transform's continuing ability to act as a global thought leader on drug policy reform, and to achieve significant political impact despite its modest size. We are confident that as support for our policies grows, and as our profile increases further, we will be able to continue to achieve the changes that are so desperately needed in this vital area of social policy. We remain deeply grateful to all those who support us.

#### **Financial review**

During the year we successfully maintained our funding base via individual donations and continued funding from trusts and foundations. We have remained at a comparable size to previous years, with some small changes to our staff team. We are financially secure but continue to seek out new sources of investment to ensure our financial position is sustainable.

#### **Results**

The results are shown on the Income and Expenditure Account.

#### **Volunteers**

Due to Covid restrictions, we were unable to take on volunteers in the year. We intend to resume our volunteer programme as soon as condition allow.

#### **Funders**

Funds are received via grant-making trusts and from donations made by a wide range of individuals in the form of monthly direct debits, one-off payments, gifts in kind and larger donations made annually or several times a year. Donations are also collected at special events.

#### **Reserves policy**

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby a designated fund should be established to meet: the working capital requirements of the charity for a period of 3 months in case future grants are not forthcoming; statutory payments liabilities for all staff; other liabilities. An amount of £126,000 has been maintained from unrestricted funds for this purpose, held in cash at the bank. Full details are set out in our Reserves and Investment Policy.

## **Transform Drug Policy Foundation**

### **Report of the trustees**

**For the year ended 31 March 2021**

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#### **Trustees and directors**

The trustees and directors who held office at the date this report was approved were:

Jane Hickman                      Chair

Nina Edmonds

Howard Jacobs

Rowan Miller

Hannah Slater

Victoria Unwin

#### **Statement of responsibilities of the trustees**

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity 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 Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees confirm that to the best of their knowledge there is no information relevant to the examination of which the independent examiners are unaware. The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant examination information and that this information has been communicated to the independent examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

## **Transform Drug Policy Foundation**

### **Report of the trustees**

**For the year ended 31 March 2021**

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#### **Independent examiners**

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 1 December 2021 and signed on their behalf by

*Jane Hickman*

Jane Hickman - Chair

## **Independent examiner's report**

### **To the trustees of**

### **Transform Drug Policy Foundation**

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I report to the trustees on my examination of the accounts of Transform Drug Policy Foundation (the charitable company) for the year ended 31 March 2021, which are set out on pages 7 to 20.

#### **Responsibilities and basis of report**

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

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

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*Alison Godfrey*

Date: 2 December 2021

**Alison Godfrey FCA**

**Member of the ICAEW**

For and on behalf of:

**Godfrey Wilson Limited**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

# Transform Drug Policy Foundation

## Statement of financial activities *(incorporating an income and expenditure account)*

**For the year ended 31 March 2021**

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
<b>Income from:</b>					
Donations	3	73,923	301,395	<b>375,318</b>	309,166
Charitable activities	4	-	3,096	<b>3,096</b>	6,816
Other trading activities	5	-	-	-	2,518
Investments		-	460	<b>460</b>	718
<b>Total income</b>		<u>73,923</u>	<u>304,951</u>	<u><b>378,874</b></u>	<u>319,218</u>
<b>Expenditure on:</b>					
Raising funds		-	9,838	<b>9,838</b>	8,516
Charitable activities		<u>96,568</u>	<u>288,257</u>	<u><b>384,825</b></u>	<u>390,237</u>
<b>Total expenditure</b>	6	<u>96,568</u>	<u>298,095</u>	<u><b>394,663</b></u>	<u>398,753</u>
<b>Net income / (expenditure)</b>		(22,645)	6,856	<b>(15,789)</b>	(79,535)
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>	7	(22,645)	6,856	<b>(15,789)</b>	(79,535)
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>100,312</u>	<u>264,887</u>	<u><b>365,199</b></u>	<u>444,734</u>
<b>Total funds carried forward</b>		<u><u>77,667</u></u>	<u><u>271,743</u></u>	<u><u><b>349,410</b></u></u>	<u><u>365,199</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the accounts.



# Transform Drug Policy Foundation

## Balance sheet

As at 31 March 2021

	Note	£	2021 £	2020 £
<b>Current assets</b>				
Debtors	10	4,960		6,544
Cash at bank and in hand		<u>379,017</u>		<u>370,762</u>
			<b>383,977</b>	377,306
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	11		<u>(34,567)</u>	<u>(12,107)</u>
<b>Net current assets</b>			<u><b>349,410</b></u>	365,199
<b>Net assets</b>	12		<u><u><b>349,410</b></u></u>	<u><u>365,199</u></u>
<b>Funds</b>	13			
Restricted funds			<b>77,667</b>	100,312
Unrestricted funds				
Designated funds			<b>221,688</b>	209,355
General funds			<u><b>50,055</b></u>	<u>55,532</u>
<b>Total charity funds</b>			<u><u><b>349,410</b></u></u>	<u><u>365,199</u></u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 1 December 2021 and signed on their behalf by

*Jane Hickman*

Jane Hickman - Chair

## **Transform Drug Policy Foundation**

### **Notes to the financial statements**

**For the year ended 31 March 2021**

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#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Transform Drug Policy Foundation 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 note.

##### **b) Going concern basis of accounting**

The accounts have been prepared on the assumption that the charitable company is able to continue as a going concern. The trustees acknowledge that the COVID-19 pandemic has had a profound impact on the global economy, and in turn affected the charitable company's activities. In light of the charitable company's cash balance, unrestricted reserves, and confirmed future funding, the trustees consider that there are sufficient reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

##### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants 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 measured reliably and is not deferred.

##### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### **e) Interest receivable**

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.

## **Transform Drug Policy Foundation**

### **Notes to the financial statements**

**For the year ended 31 March 2021**

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**f) Funds accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**g) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**h) Allocation of support and governance costs**

Support and governance costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated in full to expenditure on charitable activities which is deemed to be reflective of the activities of the charity in this period.

**i) Debtors**

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

**j) Cash at bank and in hand**

Cash at bank and cash 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.

**k) Creditors**

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

**l) Financial instruments**

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

**m) Pension costs**

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

**n) Foreign currency transactions**

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

## Transform Drug Policy Foundation

### Notes to the financial statements

#### For the year ended 31 March 2021

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##### **o) Accounting estimates and key judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There were no sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements during the year.

#### **2. Prior period comparatives: statement of financial activities**

	Restricted £	Unrestricted £	2020 Total £
<b>Income from:</b>			
Donations and legacies	113,549	195,617	<b>309,166</b>
Charitable activities	1,176	5,640	<b>6,816</b>
Other trading activities	-	2,518	<b>2,518</b>
Investments	-	718	<b>718</b>
<b>Total income</b>	<b>114,725</b>	<b>204,493</b>	<b>319,218</b>
<b>Expenditure on:</b>			
Raising funds	-	8,516	<b>8,516</b>
Charitable activities	116,992	273,245	<b>390,237</b>
<b>Total expenditure</b>	<b>116,992</b>	<b>281,761</b>	<b>398,753</b>
<b>Net income / (expenditure)</b>	<b>(2,267)</b>	<b>(77,268)</b>	<b>(79,535)</b>
Transfers between funds	-	-	-
<b>Net movement in funds</b>	<b>(2,267)</b>	<b>(77,268)</b>	<b>(79,535)</b>

# Transform Drug Policy Foundation

## Notes to the financial statements

For the year ended 31 March 2021

### 3. Income from donations

	Restricted £	Unrestricted £	2021 Total £
<b>Grants</b>			
CAF America	-	24,462	<b>24,462</b>
Esmee Fairbairn Foundation	-	75,000	<b>75,000</b>
Glass House Trust	-	15,000	<b>15,000</b>
Linnet Trust	-	25,000	<b>25,000</b>
OSF Global Fund	-	76,237	<b>76,237</b>
Trust for London	20,000	-	<b>20,000</b>
Tudor Trust	52,000	-	<b>52,000</b>
University of Stirling	-	960	<b>960</b>
<b>Donations</b>			
Orr Mackintosh Foundation	-	25,000	<b>25,000</b>
Other donations	1,923	34,736	<b>36,659</b>
Gifts in kind *	-	25,000	<b>25,000</b>
<b>Total from donations</b>	<b>73,923</b>	<b>301,395</b>	<b>375,318</b>

\* Gifts in kind represent a one off donation of strategy, brand, packaging, website and design work from Halo Media Communications Limited.

### Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
<b>Grants</b>			
CAF America	-	25,119	<b>25,119</b>
Esmee Fairbairn Foundation	-	50,000	<b>50,000</b>
Glass House Trust	-	15,000	<b>15,000</b>
John Ellerman Foundation	40,000	-	<b>40,000</b>
Linnet Trust	-	25,000	<b>25,000</b>
MUCD	12,464	-	<b>12,464</b>
Nisbet Trust	-	5,000	<b>5,000</b>
Tudor Trust	54,000	-	<b>54,000</b>
<b>Donations</b>			
Bilton Charitable Foundation	-	10,000	<b>10,000</b>
Henry Hoare Charity	-	10,000	<b>10,000</b>
Howard Jacobs	-	25,000	<b>25,000</b>
Other donations	7,085	55,617	<b>62,702</b>
<b>Total from donations</b>	<b>113,549</b>	<b>195,617</b>	<b>309,166</b>

**Transform Drug Policy Foundation**

**Notes to the financial statements**

**For the year ended 31 March 2021**

**4. Income from charitable activities**

	Restricted £	Unrestricted £	2021 Total £
Consultancy	-	1,430	<b>1,430</b>
Sales of merchandise	-	1,666	<b>1,666</b>
<b>Total income from charitable activities</b>	<b>-</b>	<b>3,096</b>	<b>3,096</b>

**Prior period comparative:**

	Restricted £	Unrestricted £	2020 Total £
Consultancy	949	4,871	<b>5,820</b>
Sales of merchandise	153	20	<b>173</b>
Other income	74	749	<b>823</b>
<b>Total income from charitable activities</b>	<b>1,176</b>	<b>5,640</b>	<b>6,816</b>

**5. Income from other trading activities**

	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Room hire income	-	-	-	2,518

# Transform Drug Policy Foundation

## Notes to the financial statements

For the year ended 31 March 2021

### 6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £
Staff costs (note 8)	9,838	262,248	13,177	285,263
Training and recruitment	-	1,400	-	1,400
Postage and stationery	-	-	1,763	1,763
Printing and design	-	11,024	-	11,024
Subscriptions, licences and charges	-	1,580	3,405	4,985
Travel and subsistence	-	233	-	233
Event costs	-	1,064	-	1,064
Digital productions	-	29,930	-	29,930
Equipment and software	-	-	4,160	4,160
Legal and professional	-	850	2,924	3,774
Office costs	-	-	1,860	1,860
Rent, rates and utilities	-	-	19,689	19,689
Insurance	-	-	2,170	2,170
Accountancy	-	-	1,650	1,650
Costs of merchandise	-	9	-	9
Volunteer expenses	-	10	-	10
Bank charges	-	-	150	150
Donations	-	529	-	529
Marketing (gift in kind)	-	-	25,000	25,000
<b>Sub-total</b>	<b>9,838</b>	<b>308,877</b>	<b>75,948</b>	<b>394,663</b>
Allocation of support and governance costs	-	75,948	(75,948)	-
<b>Total expenditure</b>	<b>9,838</b>	<b>384,825</b>	<b>-</b>	<b>394,663</b>

Total governance costs were £1,650.

# Transform Drug Policy Foundation

## Notes to the financial statements

For the year ended 31 March 2021

### 6. Total expenditure (continued)

#### Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2020 Total £
Staff costs (note 8)	8,434	275,079	12,310	295,823
Training and recruitment	-	1,850	2,924	4,774
Postage and stationery	-	100	1,711	1,811
Printing and design	-	352	396	748
Subscriptions, licences and charges	-	1,168	2,757	3,925
Travel and subsistence	-	13,191	-	13,191
Event costs	-	16,978	13,756	30,734
Equipment and software	-	144	6,251	6,395
Legal and professional	-	2,820	8,328	11,148
Office costs	-	367	4,753	5,120
Rent, rates and utilities	-	-	20,135	20,135
Insurance	-	-	1,840	1,840
Accountancy	-	-	1,596	1,596
Costs of merchandise	-	184	350	534
Volunteer expenses	-	160	554	714
Bank charges	82	3	180	265
<b>Sub-total</b>	<b>8,516</b>	<b>312,396</b>	<b>77,841</b>	<b>398,753</b>
Allocation of support and governance costs	-	77,841	(77,841)	-
<b>Total expenditure</b>	<b>8,516</b>	<b>390,237</b>	<b>-</b>	<b>398,753</b>

Total governance costs were £1,596.



## Transform Drug Policy Foundation

### Notes to the financial statements

#### For the year ended 31 March 2021

#### 7. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	244
Independent examiner's remuneration:		
▪ Independent examination (including VAT)	<u>1,650</u>	<u>1,596</u>

In the prior year, two trustees were reimbursed for travel expenses and trustee meeting expenses.

#### 8. Staff costs and numbers

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	253,717	263,332
Social security costs	19,271	20,357
Pension costs	<u>12,275</u>	<u>12,134</u>
	<u>285,263</u>	<u>295,823</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charitable company comprise the Trustees and the Chief Executive Officer. The total employee benefits of the key management personnel were £65,588 (2020: £64,631).

	2021 No.	2020 No.
Average head count	<u>10.00</u>	<u>9.00</u>

#### 9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**Transform Drug Policy Foundation**

**Notes to the financial statements**

**For the year ended 31 March 2021**

**10. Debtors**

	<b>2021</b>	2020
	£	£
Prepayments	<b>4,695</b>	4,660
Other debtors	<b>265</b>	1,884
	<b>4,960</b>	6,544

**11. Creditors : amounts due within 1 year**

	<b>2021</b>	2020
	£	£
Trade creditors	<b>19,797</b>	89
Accruals	<b>11,826</b>	11,671
Other creditors	<b>2,944</b>	347
	<b>34,567</b>	12,107

**12. Analysis of net assets between funds**

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	79,391	221,688	82,898	<b>383,977</b>
Current liabilities	(1,724)	-	(32,843)	<b>(34,567)</b>
<b>Net assets at 31 March 2021</b>	<b>77,667</b>	<b>221,688</b>	<b>50,055</b>	<b>349,410</b>

**Prior year comparative**

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	100,312	209,355	67,639	<b>377,306</b>
Current liabilities	-	-	(12,107)	<b>(12,107)</b>
<b>Net assets at 31 March 2020</b>	<b>100,312</b>	<b>209,355</b>	<b>55,532</b>	<b>365,199</b>

# Transform Drug Policy Foundation

## Notes to the financial statements

For the year ended 31 March 2021

### 13. Movements in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
<b>Restricted funds</b>					
Latin America	9,975	1,923	(11,898)	-	-
Anyone's Child	90,337	52,000	(84,670)	-	57,667
Trust for London	-	20,000	-	-	20,000
<b>Total restricted funds</b>	<b>100,312</b>	<b>73,923</b>	<b>(96,568)</b>	<b>-</b>	<b>77,667</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
OSF	35,736	76,237	(67,501)	-	44,472
Esmee Fairbairn Foundation	12,500	75,000	(68,746)	-	18,754
CAF America	25,119	24,462	(25,119)	-	24,462
Reserves fund	132,000	-	-	(6,000)	126,000
Dilapidations fund	4,000	-	-	4,000	8,000
<i>Total designated funds</i>	<i>209,355</i>	<i>175,699</i>	<i>(161,366)</i>	<i>(2,000)</i>	<i>221,688</i>
General funds	55,532	129,252	(136,729)	2,000	50,055
<b>Total unrestricted funds</b>	<b>264,887</b>	<b>304,951</b>	<b>(298,095)</b>	<b>-</b>	<b>271,743</b>
<b>Total funds</b>	<b>365,199</b>	<b>378,874</b>	<b>(394,663)</b>	<b>-</b>	<b>349,410</b>

### Purposes of restricted funds

Latin America Money received from Mexico Unido Contra la Delincuencia for Transform's activities in Latin America.

Anyone's Child The Anyone's Child project, funded by the Tudor Trust and the John Ellerman Foundation, aims to enable families impacted by current drug policy to speak out.

Trust for London Money received from the Trust for London to supported an allyship between Transform Drug Policy Foundation and Blaksox, which seeks to amplify the voices of Black communities in the drug policy debate.

### Purposes of designated funds

Open Society Foundation The Open Society Foundation provide an annual grant to fund charitable operations, with the current grant running until November 2021.

# Transform Drug Policy Foundation

## Notes to the financial statements

For the year ended 31 March 2021

### 13. Movements in funds (continued)

#### Purposes of designated funds

Esmee Fairbairn Foundation The Esmee Fairbairn Foundation grant funds the charity's core work in the UK, i.e. education, research and advocacy.

CAF America This fund represents a grant received towards the end of March 2021 which was requested to fund activities that did not commence until after 1 April 2021.

Reserves fund The Reserves fund exists to protect the charity against any sudden unexpected drop in funding. It is calculated to cover three months' running costs, plus the potential cost of staff redundancies and other contractual liabilities in the event of the charity being wound up.

Dilapidations fund The Dilapidations fund exists to cover future costs of repairs and redecoration of the charity's offices.

#### Prior year comparative

	At 1 April 2019 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2020 £
<b>Restricted funds</b>					
Esmee Fairbairn Foundation	12,500	-	(12,500)	-	-
Latin America	7,404	12,463	(9,892)	-	9,975
Anyone's Child	71,168	101,362	(82,193)	-	90,337
Internship	-	900	(900)	-	-
Stimulant book	11,507	-	(11,507)	-	-
<b>Total restricted funds</b>	<b>102,579</b>	<b>114,725</b>	<b>(116,992)</b>	<b>-</b>	<b>100,312</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
OSF	121,503	-	(85,767)	-	35,736
Network for Social Change	20,000	-	(20,000)	-	-
Vanguard Charitable Trust	21,933	-	(21,933)	-	-
Esmee Fairbairn Foundation	-	50,000	(37,500)	-	12,500
CAF America	-	25,119	-	-	25,119
Reserves fund	131,000	-	-	1,000	132,000
Dilapidations fund	2,000	-	-	2,000	4,000
<b>Total designated funds</b>	<b>296,436</b>	<b>75,119</b>	<b>(165,200)</b>	<b>3,000</b>	<b>209,355</b>
General funds	45,719	129,374	(116,561)	(3,000)	55,532
<b>Total unrestricted funds</b>	<b>342,155</b>	<b>204,493</b>	<b>(281,761)</b>	<b>-</b>	<b>264,887</b>
<b>Total funds</b>	<b>444,734</b>	<b>319,218</b>	<b>(398,753)</b>	<b>-</b>	<b>365,199</b>

## **Transform Drug Policy Foundation**

### **Notes to the financial statements**

#### **For the year ended 31 March 2021**

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#### **14. Related party transactions**

The total aggregate donations from trustees during the year were £25,000 towards general costs of running Transform Drug Policy Foundation (2020: £25,000).

During the year the charity received a gift in kind of strategy, brand, packaging, website and design work from Halo Media Communications Limited. The company is related through Nina Edmonds, trustee, who is a shareholder of Halo's parent company. This gift in kind has been valued at £25,000 in the accounts.

The trustees are not aware of any further related party transactions during the year.