

DATUS ENABLING RECOVERY

A Company Limited by Guarantee (Number – 6654028)

And
A Registered Charity (Number – 1126901)

ANNUAL ACCOUNTS

Report and Financial Statements For the year ended March 2018

DATUS Enabling Recovery (Limited by Guarantee – Registered number: 6654028, Charity Registered number 1126901)

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DATUS Enabling Recovery (Limited by Guarantee – Registered number: 6654028, Charity Registered number 1126901)

Report of the Trustees & Directors for the Year Ended 31 March 2018

The Trustee Board presents its annual report and the financial statements for the year ended March 2018. The trustees confirm the annual report and financial statements comply with the current statutory requirements, the memorandum and articles of association and the provisions of Statement of Recommended Practice(SORP), 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 2015).

The charitable company qualifies as a small company under The Companies Act 2006 section 383.

LEGAL AND ADMINISTRATIVE DETAILS

Name:

DATUS ENABLING RECOVERY

(referred to as DATUS from here on in)

Registered Company Number:

6654028

Registered Charity No:

1126901

Registered Office and

Operational Address:

45 Alcester street Digbeth Birmingham, B12 OPH

BANKERS & AUDITORS

Bankers:

Lloyds TSB, Colmore Row, Birmingham

Accountants:

BVSC (Accountancy Services), 138 Digbeth

Birmingham, B56DR

BOARD OF MANAGEMENT

The Directors of the 'Company' (as registered with company's house and pursuant to company law) are also the 'Trustees' of the Charity (as registered with the charity commission and

pursuant to charity law) and may be referred to in this document as either 'Directors' or 'Trustees'.

Officers:

Chair: Dave Targett

(Current)

Vice Chair: Helen Cochrane Treasurer: Hannah worth

CEO: James Sadler

Company Directors:

Dave Targett, Helen Cochrane,

(Served within the Year)

James Sadler, Darren Woodward, Hannah Worth,

Company Secretary:

Vacant

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document:

Drug And Treatment User Service (DATUS) was registered as a charity on 25 November 2008 and incorporated on 22 July 2008. The Company has no share capital and it is legally governed by its articles of association, every member promises, if the Charity is dissolved while he or she is a member or within 12 months after he or she cease to be a member, to contribute such sum, not exceeding £10, as may be demanded by him or her towards debt and liabilities incurred as a result of the running of the charity.

Recruitment and Appointment of Trustees:

New trustees can be nominated by an existing member of the DATUS Board in line with current requirements and guidelines. The board will then, at a board, meeting discuss the nomination and Nominees will then be elected to the Board on the basis of a majority vote by the Board of Trustees.

In unique situations where number or skills of Trustees is deemed by the board to have fallen below what is required by the organisations governance framework external recruitment will be used. In this situation normal recruitment procedures within the organisation will be followed.

Election to the DATUS Board of Trustees lasts until the trustee dies, resigns or is removed from office. DATUS will always strive to maintain a minimum of 50% of the Board of Trustees to be made up of beneficiaries of the charities client group at the time.

Induction and Training of Trustees:

New Trustees will be selected on their ability to perform the role they are offered and will be expected to spend a day in the service itself, to familiarize themselves with staff and operational delivery. New Trustees will be required to complete an e-learning course (www.trusteelearning.org) in regards to the in legal responsibilities on trusteeship. The course is described as an easy access self-paced tool and covers the following areas:

- 0. TrusteElearning E-Induction
- 1. All About Trusteeship
- 2. All About Charities
- 3. Leadership
- 4. Roles & Responsibilities
- 5. Complying With The Law
- 6. Building an Effective Board
- 7. Good Governance
- 8. Business Planning
- 9. Effective Trustee Meetings
- 10. Financial Management
- 11. Managing People
- 12. Evaluation & Quality

New Trustees will be required to have read and signed all of DATUS core policies and procedures to show awareness and knowledge of its guiding documents. New Trustees will be offered one to one support from a more experienced trustee should that be required.

Organisational Structure and Decision Making:

DATUS remains a relatively small charity and has one main operational contract (sometime referred to as 'the service"), headed up by a Service Manager who is also a member of the Board and the founding member of the organisation. The Service Manager has delegate responsibility for day-to day operational decisions and refers any significant decisions to a non-executive board member. The service manager is also formally supervised by a board member.

The Trustees operate through a non-executive Board, of which the only executive member attends and participates, the board meets as a minimum four times a year. Long term strategically decisions or decisions to start new work or end existing work are agreed at the non-exec board level. DATUS strives at board level to make decision by consensus but in times of deadlock the chair of the board has a deciding vote.

Risk Management:

At an organisational level DATUS manages the risk it is exposed to through reviewing key performance and compliance data and information through Board meeting and as required. Within these meeting key financial, operational and legal risks are identified and systems (such as policy or recruitment framework) are employed to mitigate these risks.

In the service the Service Manager is responsible for carrying out regular task based risk assessments across all areas of DATUS service delivery, all risk assessment are up to date and to be reviewed on a bi- annual basis. Staff and volunteers are supervised and work to a core set of policies that meet legal requirements.

OBJECTIVES AND ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Objects of the Charity:

The protection, preservation & promotion of the good health of persons who are suffering or have suffered hardship or ill health, from the affects of social economic poverty, physical or psychological disability or ill health, substance misuse issues or issues relating to crime, by delivering services supporting individuals at any stage of their own personal recovery or recovering of good health through care, treatment, education, training, advice and guidance and to work with related agencies, commissioners and stakeholders in improving the quality of life and treatment for these people, their family members or affected others.

The Charity (what it does):

DATUS is a peer led charity which means, that we strive to ensure peers are represented at board level and within the staff team. DATUS fulfils the charitable objects though the functions it performs operationally, which are:

- Mutual aid network, development and delivery. (we have three distinct mutual aid formats).
- Advocacy Work,
- Volunteer Opportunities,
- Recovery kitchen
- See Change program
- Prison in reach (No performance as only awarded contract at end of reporting period
- Open access computer suit

Public Benefit Statement: Objectives and Activities for Public Benefit

DATUS Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission.

The public benefit from DATUS activities through the prevention of harm to individuals, families and society at large, by meeting our charitable objectives, the harm to which we refer can manifest as harm financially, physically, psychologically and environmentally.

DATUS works with individuals and supports its beneficiaries towards a cessation of negative drain to society and themselves to a positive contribution to individuals, society & themselves as part of a wider recovery agenda.

Furthermore DATUS aims to and does engage with a stigmatised section of the public who otherwise may not be served in such a way should DATUS not deliver its services.

DATUS strives and budgets for supporting, within its objective activities, such underrepresented groups, which have suffered from issues relating to Substance misuse in the Birmingham and surrounding areas.

Review of Activities, Achievements and Performance:

Organisational Level

This year's focus has been on delivering the new contract secured through CGL. This contract makes DATUS part of the substance misuse service supply chain for Birmingham city. This has been an ultimately successful year, although the service plans outlined in previous reports were aspirational we have achieved or exceeded all contractual targets.

As our sectors resources shrink drastically we have been fighting to meet the needs of our beneficiaries and continue to be sustainable. Through doing this to the best of our ability we have not only survived but been able to increase our reach and improve outcomes as demonstrated by our published and independently audited performance.

However, this has been at the expense of our back room functions such as administration. The board and myself have recognised this issue and have put some funds aside to employ a part time administrator. The main function of this post will be to facilitate compliance with all statutory and regulatory requirements and avoid late filing which has been an issue to date. Our performance is outstanding regarding service delivery but we acknowledge we need to put more time and resources in to the compliance and governance side of our work.

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Operational Level

Operationally DATUS service provision and beneficiary contact has increased over the year. Below is an outline of performance for each individual project. It is worth noting that all performance figures are independently verified by our funders.

Our funders have also changed our reporting form and this is reflected below.

Summary of outcomes against targets

<u>Target</u>	<u>Projection</u>	<u>Q1</u>	Q2	Q3	Q4
SMART	460 p/a	143	124	131	139
Groups delivered	600 individuals	209	<u>157</u>	169	171
SMART FnF	322 p/a	<u>59</u>	<u>64</u>	61	<u>66</u>
Groups delivered	160 Families	41	<u>59</u>	<u>57</u>	43
ACT	250 p/a	<u>62</u>	<u>63</u>	<u>62</u>	71
	450 individuals	<u>153</u>	117	109	98
SEE Change	10 Programmes p/a	3	2	3	2
	50 attendees	<u>21</u>	<u>13</u>	<u>10</u>	9
Advocacy*	No Targett	<u>35</u>	<u>32</u>	<u>29</u>	<u>34</u>

Over the last year we have been building partnerships with local businesses with a view to facilitating a weekly food group. The aim of the group is to provide a community hub that further reinforces a sense of belonging and community for individuals seeking to make positive change. We also provide entry level qualifications and experience to individuals wishing to move in to the food service industry.

This project has been so successful we were struggling to meet the demand, however through strengthening partnerships, particularly with fare share, Tesco and the allotment association we have been able to source the food we need and have easy access to the training required.

We currently have a waiting list of volunteers seeking to pass their level one health and hygiene certificates and have supported 12 individuals in achieving this qualification over the last year.

We have also linked in with the DIAB program (out patient detox) who often visit for meals and some move on to volunteer in the kitchen.

One of the high lights was our Christmas meal where Tesco provided all the food we needed and senior managers came in acted as waiters and serving staff for the day.

As with all our services the kitchen group was developed using our co-production and delivery model.

DATUS also continue to have an open access computer suite with four work stations that is utilised on a daily basis.

Services

See Change

As stated in previous reports our See Change project has had a massive impact locally not only being mentioned in reports to BCC scrutiny committee meeting, but also being nominated for two awards this year through Birmingham Museums Trust and West Midlands Museum Trust, both nominations were for volunteer team of the year. The Birmingham museum trust nominated us for an award and we came 4th. The west midlands museum trust nominated us for another award where we were finalists. we came a close second to the group of individuals who have restored Sarehole mill over many years.

The workers at ROR who know about See Change/DATUS and refer individuals know the programs value.

Statements from CGL workers include :-

See Change provides structure, routine, fun, enjoyment, support and purpose to people's lives. They have made a real difference to the service users whom I have referred to the programme – some of which have been able to exit treatment positively free from problematic drugs and alcohol, volunteering opportunities and gaining knowledge from other services that are available to them.

I find that a lot of my services users live in isolation, with very little support networks and for those people their personal barriers are having the confidence to meet new people. Reuben and the team at See Change are very welcoming and have helped my clients in particular overcome these fears and build self-esteem. See Change helps people change their lives for the better and for this reason I would like to support the future of this great programme. James White house ROR recovery co-ordinator.

See Change is a very important step in the client's road to recovery and moving into Employment and Education, as it builds their confidence and helps them feel part of the community again. After speaking to all the clients during and after they attend the project, they inform me on how much they feel part of the human race again and being able to be accepted after some of their pasts. Once they have completed the project, they are hungry for more and want to continue to move forward and never look back.

Wayne Jones Recovery Employment & Training Navigator ROR.

We are rightly proud of See Changes achievements, however the program is not sustainable within current funding levels. Further discussion regarding See Change is needed.

Advocacy Breaking Barriers to Recovery

The majority of DATUS advocacy cases currently deal with benefits, with particular success at the appeal stage of this process. DATUS have developed a thorough understanding of this

process after supporting clients through over 200 appeals with a success rate of around 95% over the last 7 years.

Referrals from CGL tend to come from just a few workers who often refer several clients. One CGL worker in particular is responsible for referring almost 10% (12) of our cases this year.

Majority of cases are self-referred from mutual aid groups and word of mouth from people who have previously been supported by DATUS.

It is worth mentioning that we have no target regarding the advocacy service as the service took a substantial cut in funding last financial year.

This is a testament to our staff's commitment and unswerving dedication to meet the needs of our beneficiaries.

We not only met the target that was in place before the cut, but also exceeded it by 30%. The performance clearly demonstrates there is still a need for the service and has only been achievable through staff working unpaid overtime.

We do this because we genuinely care about the people we come in to contact with.

Mutual Aid Networks.(SMART, SMART FnF, ACT)

Whilst the SMART network has matured and is at a more or less stable position, SMART FnF and ACT require further development.

This work has dedicated part time leads and new groups are gradually being nurtured in to sustainability.

We would be happy if we added two new groups per year to the FnF and ACT networks respectively.

The development of truly peer led networks is no easy task. We have looked nationally and we do not believe that any other organisation has been able to achieve the development of locally led, sustainable, peer led support networks, apart from the fellowships. As our own data shows DATUS engage with and support a large number of individuals through this format of delivery and we are rightly proud of our peer facilitators and our collective achievements.

Plans for the Future:

DATUS while managed appropriately and benefitting the public within the statement of its charitable objectives still relies on one principal contract however we are in a much more secure situation due to all potential tender applicants wanting to work with DATUS.

DATUS previously extend its charitable objectives and our plans intended on making the best use of this possible. Our future organisational assurance is still based around the below approach

Co-producing, co-developing and co-delivering new Projects

We are most excited by this stream of activity. It continues to pay dividends in the context of involving the beneficiary group in all aspects of the charitys work and governance then driving

improved outcomes. DATUS uses this model based on coproduction between the service and our beneficiary group. The service itself was founded and is run on this principal and all the new projects we deliver have been designed and delivered using this model.

The model allows DATUS to become an engine for change, driving the creation of opportunity for the individual and society at large widening the impact

Once an opportunity has been identified we support the individuals/s in producing a model, identifying funding and making an application to realise a provision. If successful in securing funding we then co-develop the service, supporting the individual/s to develop the scheme within established and proven governance systems.

The net effect increases the individuals own ability to thrive whilst informing better services and providing opportunities to be involved in delivery also.

FINANCIAL REVIEW

Income for the year was £115.4k and expenditure £126.6k giving a deficit for the year of £11.2k.

Reserves Policy: £30.5k is the current reserves for DATUS.

Investment Policy: We do not have at the time of this report an investment policy.

Approved by the Trustee Board and signed on their behalf:

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Trustee 4 feele

Dated 12-03-2018

DATUS Enabling Recovery (Limited by Guarantee - Registered number: 6654028, Charity Registered number 1126901)

Report of the Trustees & Directors for the Year Ended 31 March 2018

STATEMENT OF TRUSTEES RESPONSIBILITIES

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

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

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

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

ON BEHALF OF THE BOARD:

Trustee name: James Thomas Sudler

Date: (2-03-20 19

Y- & Ledlers

Independent Examiner's Report to the Trustees of DATUS Enabling Recovery (Limited by Guarantee - Registered number: 6654028, Charity Registered number 1126901)

I report on the accounts for the year ended 31 March 2018 set out on pages one to nineteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is required.

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

- examine the accounts under Section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below Section B) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- •the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns (apart from the disclosure in Section B) 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.

SECTION B Disclosure

The charity has not meet is duty to submit its accounts to the charity commission on time over that the last few years, and this submission is over two months late. I have spoken to the charity about this and their response is detailed below and in the trustee's report:

As our sectors resources shrink drastically we have been fighting to meet the needs of our beneficiaries and continue to be sustainable. Through doing this to the best of our ability we have not only survived but been able to increase our reach and improve outcomes as demonstrated by our published and independently audited performance.

However, this has been at the expense of our back room functions such as administration. The board and myself have recognised this issue and have put some funds aside to employ a part time administrator. The main function of this post will be to facilitate compliance with all statutory and regulatory requirements and avoid late filing which has been an issue to date. Our performance is outstanding regarding service delivery but we acknowledge we need to put more time and resources in to the compliance and governance side of our work.

Jasbir Rai ACCA

Independent Examiner
Birmingham Voluntary Service Council
Accountancy Services
138 Digbeth
Birmingham
West Midlands
B5 6DR

Signature:

Date: 11/03/19

<u>DATUS Enabling Recovery</u> <u>Statement of Financial Activities for the Year Ended 31st March 2018</u>

	Unrestricted funds	Restricted income funds	Total this year £	Total last year £
INCOME				
Incoming resources from charitable activities	0	0	0	0
Grants and contracts Receivable	0	115,437	115,437	126,860
Other incoming resources	0		0	100
Total Income	0	115,437	115,437	126,960
EXPENDITURE				
Expenditure on charitable activities	7,369	119,288	126,657	116,911
Total Expenditure	7,369	119,288	126,657	116,911
Net Income/Expenditure before transfers	-7,369	-3,851	-11,220	10,049
Gross Transfers between funds	0	0	0	0
Net Income/Expenditure after transfers	-7,369	-3,851	-11,220	10,049
Net movement in funds				
Total funds brought forward	21,343	20,386	41,729	31,680
Total funds carried forward	13,974	16,535	30,509	41,729

Note: The Income and Expenditure report provides a breakdown of both the voluntary income and the resources expended under the charitable activities.

DATUS Enabling Recovery Income and Expenditure for year to 31st March 2018

	2017-2018	2016-2017
Income	£	£
CRI Grant	77,355	88,828
BMHT	38,082	38,032
Other Funding	0	100
	115,437	126,960
Expenditure		
Salary Costs	65,581	64,223
Travel and Subsistence	17,938	12,410
Training and conference	3,490	100
Office Expenses	6,136	6,500
Advertising	45	43
Stationery and Office Equipment	3,066	4,952
Insurance/legal fees	3,932	1,236
IT/phone	4,159	2,959
Project Delivery :Kayack	1,990	0
Project Delivery: Peer support	13,036	8,378
Advocacy Service	6	0
Project Delivery : ACT group	2,923	0
Accountancy	864	3,317
Misc	3,491	12,792
	126,657	116,911
Surplus/Deficit for the Year	44.000	
our proof Delicit for the 1881	-11,220	10,049

DATUS Enabling Recovery

Balance Sheet as at 31st March 2018

	Note	2017-	2018	2016	-2017
		£	£	£	£
Fixed Assets	4		5,520		0
Current Assets Cash at the bank Cash in hand Debtors	2	23,424 186		44,050 624	
Debtors	2	3,971	27,581	0	44,674
			27,501		44,074
Current Liabilities					
Creditors	3		2,592		2,945
Net current assets			24,989		
Net Assets		~ =	30,509		41,729
Funded by					
Balance brought forward		41,729		31,680	
Surplus/(Deficit) for the period		-11,220		10,049	
	5	-	30,509		41,729

For the year ended 31 March 2018, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2018 in question in accordance with Section 476 of the Companies Act 2006.

The trustees/directors acknowledge their responsibilities for:

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

The financial statements were approved by the board of directors/trustees on 12-03-19 and signed on their behalf by:

Trustee signature: La Suler Name: James Thomas Sadler

DATUS Enabling Recovery (Limited by Guarantee – Registered number: 6654028, Charity Registered number 1126901)

Notes to the Financial Statements for the Year Ended 31 March 2018

1. Accounting policies

Accounting convention

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

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Fixed assets will be depreciated over their useful life on a straight line basis. -Vehicles will be written off over 4 years

Taxation

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

Fund accounting

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

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

2. Debtors

	2017-2018	2016-2017
	£	£
Other Debtors	1,430	
Prepayments	<u>2,541</u>	0
	3,971	0

3. Creditors falling due within one year

	2017-2018	2016-2017
	£	£
Tax and Social Security	0	1,217
Accruals and deferred Income	<u>2,593</u>	1,728
	2,593	2,945

4. Fixed Assets

	Vehicles £
Costs At 1st April 2017 Additions	0
At 31st March 2018	5,520 5,520
Depreciation At 1st April 2017 Provided for the year At 31st March 2018	0
Net Book Value	
At 31st March 2018	5,520
At 31st March 2017	0

5. Restricted and Unrestricted Reserves

Project	Opening Reserves	Incoming	Expenditure	Transfer	Closing Reserves
(Funder)	31st Mar 2017				31st Mar 2018
Unrestricted Reserves	21,343		7,369		13,974
Restricted Reserves					
CRI Grant	0	77,355	77,355		0
Birmingham Mental Health Trust	20,386	38,082	41,933		16,535
Total Restricted Reserves	20,386	115,438	119,288	0	16,535
Total Reserves	41,729	115,438	126,657	0	30,509