

REGISTERED COMPANY NUMBER: SC306268
REGISTERED CHARITY NUMBER: SC037494

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2013
for
Prostate Scotland**

Ogilvie & Company Limited
25 Rutland Square
Edinburgh
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Prostate Scotland

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for the Year Ended 31 August 2013**

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Prostate Scotland

**Report of the Trustees
for the Year Ended 31 August 2013**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC306268

Registered Charity number

SC037494

Registered office

Princes Exchange
1 Earl Grey Street
Edinburgh
EH3 9EE

Trustees

Prof S A McNeill
Mrs M A McNeill
Mrs M F Hallam
J M Thomson OBE
R N Wilson
Dr A Gregor CBE
A C McLaren
Dr D J Bilisland

- appointed 1.10.12

Company Secretary

Mrs M A McNeill

Independent examiner

David C N Ogilvie
FCA
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Solicitors

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Investment Managers

Adam & Co
25 St Andrews Square
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Prostate Scotland

Report of the Trustees for the Year Ended 31 August 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and is a company, limited by guarantee, as defined in the Companies Act 2006. The organisation is a registered Scottish charity under the Charities and Trustee Investment (Scotland) Act 2005. The Board of trustees meets quarterly and receives reports on income and expenditure, as well as the charity administration and management. Day to day operations and administration are delegated by the trustees to the charity's director Adam Gaines, who is a full time employee and who makes regular reports to the Board. Sir Tom Farmer CBE, CVO, KCSG, DL was appointed as the charity's Patron in July 2009.

Recruitment and appointment of trustees

Trustees are appointed for a period of three years, and are eligible for reappointment for subsequent terms. In October 2012 Dr David Bilsland was appointed as a trustee for a term of three years.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees have identified and reviewed the major risks to which the charity is exposed and this included the review of a risk register at their meeting in February 2013 and also as part of their review of the charity's business plan at their meeting on 10 December 2013 and are satisfied that systems are in place to mitigate exposure to the major risks.

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Report of the Trustees for the Year Ended 31 August 2013

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the company are to advance education and health in relation to prostatic disease and the relief of ill-health through the advancement of treatment and management of prostatic diseases by all or some of the following means:-

- the advancement of education about the prostate gland and diseases affecting it and their treatment;
- the funding, promotion and provision of counselling, support and advice for those affected by prostate disease;
- the funding and promotion of research into prostate disease in Scotland or elsewhere;
- the provision of funding to maintain surgical equipment for the treatment of prostate disease;
- the purchase of surgical equipment for the specific purpose of treating prostate disease.

The charity's short to medium term aims are to:

- Enable more men in Scotland to be aware of prostate disease and know where and how to get help, advice and treatment;
- Encourage the development and inclusion of policies on health to take prostate disease and treatment into account;
- Encourage an increase in survival rates of men with prostate cancer, and a slowing in the growth in numbers of people in Scotland with prostate cancer, through encouraging early diagnosis;
- Promote awareness and information on prostatic diseases (both amongst men and their families and amongst key decision makers);
- Develop emphasis on/availability of treatments, equipment and research into prostatic disease in Scotland.

Actions towards achieving these include:

- Setting up a multifunctional website to provide information on prostatic disease;
- The development and circulation of educational films about prostatic disease and its treatments;
- The development of and dissemination of materials to increase awareness of prostatic disease including the development of awareness campaigns;
- The development of a series of information leaflets and booklets to provide men and their families with information about prostate diseases and their treatments;
- The dissemination of 2 series of information leaflets and booklets for men and their families about prostate disease and its treatments, particularly via GP surgeries and hospitals;
- The taking forward of a Workplace Initiative to provide information about prostate disease via workplaces;
- The taking forward of a research project jointly with the Cancer Care Research Centre at Stirling University into the future services and treatment needs of men with prostate disease in Scotland;
- Working with other charities and health organisations to encourage the inclusion and adoption of greater treatment provision for prostatic disease;
- The development of an appeal to fund the purchase of a robot for robot-assisted prostatic surgery in Scotland called the Blue Horizon Appeal.

ACHIEVEMENT AND PERFORMANCE

During the year considerable progress was made towards the achievement of the short and medium term aims. This is set out below:

There was significant development during the year in taking forward the charity's three year strategy and business plan which set out for 2010-13 to prioritise:

- Awareness raising of prostate disease and treatments;
- Developing information and advice materials about prostate disease and its treatments for men and their families and taking forward their distribution across Scotland;
- Looking to develop research into further improvements with regard to services and treatment in Scotland in relation to prostate disease;
- Looking to develop an appeal for robotically-assisted prostate surgery in Scotland.

Considerable progress was made towards achieving these with:

- A range of awareness raising measures undertaken;
- The taking forward of the Information and Advice project including the completion and distribution of a set of 'Simple Guides' to prostate disease and its treatments and a comprehensive range of 'Explanatory Booklets' on the treatment of prostate disease;
- The establishment of a project with the Cancer Care Research Unit at Stirling University to develop research into future prostate services and treatment needs in Scotland;

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- The initial development work and a consultation with the urological community was started for an appeal to raise the funds for the first robot for robotically assisted prostate cancer surgery in Scotland was undertaken.

Awareness Initiative

A wide range of activities across Scotland to raise awareness of prostate disease, and its symptoms amongst the general public and especially amongst men aged 50 and over was taken forward. During the year this included:

- A major campaign with Lothian Buses to raise awareness of prostate disease and prostate cancer amongst the public in Edinburgh and the Lothians took place between October and December 2012. This campaign included:
 - A special 'Blue Bus' being run for three months - giving rise to a huge number of favourable comments from members of the public on Twitter and Facebook. The bus was unveiled by Grant Stott. The Blue Bus has become Lothian's most talked about bus;
 - Nearly all 650 Lothian buses carried special jointly branded awareness posters for three months giving information about prostate disease and also where to go for help. Many buses also stocked prostate information leaflets and around 10,000 of these were picked up;
 - A Blue day was held across the company which coincided with the launch of the Blue Bus;
 - An exhibition for members of the public at the Lothian Buses Open Day - over 3,000 people attended;
 - Displays and information materials in travel shops;
 - A special public concert in aid of Prostate Scotland was held by the Lothian B-U's male Voice Choir at the conclusion of the initiative.

The donation of the advertising space for the initiative was worth over £68,000. The results of the initiative were very impressive with the initiative reaching many hundreds of thousands of people, and a significant 35% rise in website visits to the Prostate Scotland website from the Edinburgh and the Lothians. The campaign was highly commended in the 2013 UK Bus Awards.

The Prostate Scotland Workplace Initiative to reach men and their spouses/partners with information about prostate disease and its symptoms continued to show significant progress during the year, with over 90 companies from across Scotland requesting copies of the special Toolkit to utilise in their workplaces. The take up and spread of the Workplace Initiative across Scotland during the year is best highlighted by two examples.

The first was the development of a major initiative with construction company Lend Lease. This involved a series of awareness toolbox workshops being given to members of the company's staff on several construction sites across Lanarkshire and Glasgow, including in several new school construction projects in South Lanarkshire, the Technology Information Centre at Strathclyde University and the SSE Hydro in Glasgow. Talks were also given to staff at a further number of school sites in Lanarkshire in partnership with construction company Kier. Feedback from the many sessions has been excellent and a further programme of toolbox workshops at other Lend Lease sites in Scotland is being taken forward. The Trustees would like to thank Cat McFarlane and Barry O'Hagan of Lend Lease for their help in developing the partnership for the awareness toolbox workshop series.

The second example was the distribution of Workplace Toolkits to several firms across the Western Isles via the Healthy Living Adviser in the Western Isles. This led to media coverage in the islands about the initiative, resulting in considerable interest from many more local firms and over 40 copies of the toolkit being distributed as well as many requests from individuals in the Western Isles looking for information about prostate disease.

A special initiative to raise awareness at local level across the Scottish Borders was developed. This initiative was funded by donations from people in the Borders including the Machu Pichu Trek Group who had previously undertaken a sponsored swim across St Mary's Loch, as well as from funds from the Big Quiz which had been held in Galashiels by Lucy and Gregor McAneny and Lucille Paterson. The initiative included the display of specially produced media vinyls in washrooms and over 10,000 brief guides to prostate disease in 200 pubs, sports and bowling clubs, Royal British Legion clubs and social centres across the region. In addition perimeter boards and banners were also displayed at the Melrose Sevens and Veterans tournaments in addition to information being included in the programmes. It was the first time that a special regional awareness initiative had been taken forward by the charity and the reaction to the initiative has been very positive with both good take up, and enthusiastic reaction from people in many of the locations. The Trustees would like to thank the people in the Borders who contributed to the funding of the Initiative and to Richard Kelly of MediaSpark, CJC Media and Cordelia Lafferty the TSIS intern who coordinated the Initiative.

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A special mailing to many health information centres and to Healthy Living Centres in Scotland to provide information about prostate disease and prostate cancer was developed, which has led to a significant take up of information and in particular for simple guides, posters, brief guides and bookmarks.

Demand for the 'brief guide to prostate disease' during the year was so strong that thanks to a kind grant from the Mary Leishman Foundation, the guide was reprinted. During the year some 20,000 copies were printed and distributed to a range of public places including several hospitals, community centres, workplaces, libraries, health centres and doctors surgeries.

We have undertaken many talks to local groups and organisations across Scotland during the year including to several Freemasons Lodges, Rotary Clubs and community organisations. A range of exhibitions and displays was attended including at:

- The 50+Show - a two day exhibition at the Scottish Exhibition and Conference Centre in Glasgow;
- The Rotary Scotland Conference;
- The Scottish Practice Nurses Association Conference;
- Diageo's Levenhall plant in Glasgow;
- The new Victoria and Stobhill Hospitals in Glasgow in March 2013 to coincide with Prostate Cancer Awareness Month.

In addition, a range of talks and displays were given including to:

- Health and social care centre managers in Renfrewshire.
- The Provincial Grand Lodges in Lanarkshire and in Ayrshire.
- Staff from Edinburgh College (in partnership with the Edinburgh and Lothians Prostate Cancer Support Group).

Information and Advice Project

The Information and Advice Project, which is aimed at providing information and advice about prostate disease and its treatments, saw significant progress during the year. Following an initial 3 year project grant from the Scottish Government and matching funding from Sir Tom Farmer through the Farmer Foundation, a project grant was received from the Scottish Government Section 16b Health Grant fund, starting in April 2012. The Trustees are pleased to report that a further three year project grant towards the project from the Scottish Government was approved starting from April 2013. The Trustees would like to record their thanks to the Scottish Government and Sir Tom Farmer for their generous support making the Information and Advice project possible.

In addition, the Trustees would like to thank the generous anonymous donor whose kind support enabled the reprinting of the simple guides to prostate disease and the Early Prostate Cancer Explained Guide, Cairn Energy for their kind support of the reprinting of the Benign Prostatic Hyperplasia Explained guide, the J.K. Young Foundation for supporting the production and printing of the Brachytherapy Spotlight Guide, and the Baw Bags Challenge for supporting the production of the Spotlight guides on Pelvic Floor Exercises, Erectile Dysfunction and Incontinence and last but not least thanks are due to the Grand Lodge of Scotland for their support of a new leaflet on prostate cancer and risk.

The Information and Advice Project involves the development of information for men and their families/partners as well as for primary care staff and GPs. The overall objective of the project is to:

'Ensure that every man in Scotland will have access to at least one piece of literature about prostate disease'. In specific terms the following outcomes are aimed for:

- Men (over the age of 40) become more aware of prostate disease, and more aware of where to find information;
- Families and partners become more aware of prostate symptoms, and what can be done to assist and who to contact for information;
- Targeted groups of Primary Healthcare staff become more aware of prostate health issues and the likely symptoms that men may present and sources of further information for those patients; and
- A functioning information service on prostate disease providing a contact point for information about prostate disease.

The charity has adopted a six step strategy for taking forward the Information and Advice project and towards further closing the information gap that exists in Scotland in regard to prostate disease. The strategy was developed to follow a logical sequence from provision of widespread access to information through the internet, to raising awareness materials and followed by provision of information materials on each prostate disease and prostate cancer. The objective of the information materials is threefold:

- To raise awareness of prostate disease and prostate cancer amongst the general public particularly targeting men over the age of 50 and those within the 'hard to reach group' and those most at risk of prostate disease;
- To have available accessible and relevant information and resources for men and their families when a man has been diagnosed with prostate disease or prostate cancer;

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- For clinicians, Clinical Nurse Specialists (CNS) and GPs to have back-up information to provide to men following their consultation.

During the year the project has made significant and sustained progress towards meeting its' key milestones and targets. Over the past year we have reached many thousands of men and their families through distributing our information and awareness materials throughout Scotland via a variety of routes helping to close the prostate information gap across Scotland. We have distributed many thousands of copies of prostate information materials across Scotland, either directly to men or via health care or community outlets, with some 6,000 bookmarks about prostate disease being distributed via libraries, over 15,000 simple guides to prostate disease, and over 2500 'Explanatory guides to prostate cancer and prostate disease and its treatments being distributed via hospitals, health centres, GP surgeries and community outlets. Demand for the explanatory guides to BPH and Early Prostate cancer during the year has been so strong that they were reprinted.

The Trustees are pleased to report that during the year Prostate Scotland information booklets received two awards in the British Medical Association Patient Information Awards. The Explanatory Guide to Advanced Prostate cancer was highly commended and the Benign Prostatic Hyperplasia Explained was commended. The Trustees would like to thank and congratulate Mae Bell Information and Advice Coordinator and PAGES- the charity's Information Advisory Group chaired by Alan McNeill for developing such a strong group of information booklets.

During the year, other key developments included:

- The development and distribution of a new Prostate Cancer- is it in the family leaflet, which was supported by the Grand Lodge of Scotland. This publication was so popular that within three months of its publication another 4,000 had to be printed;
- The development of new series of guides to specific prostate treatment called Spotlight Guides. During the year two guides were produced - a guide to active Surveillance as management for prostate cancer and a guide to prostate biopsy. Nearly 4000 copies of the two guides were distributed during the year. The biopsy guide has subsequently been taken up by two hospitals which send it out with every appointment letter for a biopsy and one hospital has requested a special edition of the booklet which is tailored to their local protocols and will be co-branded. The development of further five new spotlight guides was also embarked on during the year;
- The development of a special cobranded version of the guide to laparoscopic prostatectomy booklet with NHS Lanarkshire for patients in Lanarkshire undergoing the procedure;
- Working in partnership with Cancer Research UK and participating in their annual Scotland wide roadshow in order to provide prostate disease information to members of the public;
- Being invited to take part in meetings of the Health Improvement Teams in Glasgow and Greater Clyde. This has proved to be extremely useful with many of the Health Improvement Officers ordering literature and raising awareness with community groups and companies throughout the area. In addition, a training day for Health Improvement Officers is now being developed so that they can roll out a prostate disease and prostate cancer awareness and information programme in their local areas.
- Two seminars to update practice nurses on prostate disease and prostate cancer were delivered to practice nurses in South East Edinburgh and in East Lothian as these are an ideal route of reaching health staff who are often responsible for health checks or hold 'well man' clinics. Following very positive feedback it is hoped to run further such seminars in the coming year.
- In February 2013, a presentation was delivered at the TIME education plenary session for 70 Borders GPs and practice staff. Individual sample packs of leaflets were provided to each GP followed by a short presentation.
- During the year we have worked with several Maggie's Centres in Scotland to provide 'Early Prostate cancer explained' and 'Advanced prostate cancer explained' to patients.
- Preparations for a new special 0300 number for callers for information were undertaken, with the number going live later in autumn 2013. This has enabled people calling for information to do so at the cost of a standard call to an 01 or 02 number so that there is no cost difference in call charge for people in different parts of Scotland. It is not a helpline or medical advice service and - it is instead a means of enabling equalisation/fairness of cost to the people who call us for information or literature.

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The Trustees would also like to thank the advisory group that supports the Information and Advice Project which includes patients, former patients, clinical nurse specialists and clinicians from across Scotland and is chaired by Trustee Board Member Professor Alan McNeill. Membership includes Mr Ben Thomas - Consultant Urologist Borders General Hospital, Karen Edwards - Specialist Urology Physiotherapist Western General Hospital Edinburgh, Mr Graham Hollins - Consultant Urologist Ayr Hospital, Dr Barbara Phipps - GP Sighthill Medical Centre Edinburgh, Rita O'Dea - Clinical Nurse Specialist Western General Hospital, Peter Phillips, Dr Roy Partington, Lesley McKinlay - Lecturer Queen Margaret University and Dr Rob Lester. The Trustees would like to also specially mention and thank Mae Bell, Information and Advice Coordinator, for her huge dedication and effort to the development of the Information and Advice project. Thanks are also due to Sonya Kirwan and colleagues at Union Advertising for their unstinting support in the development and design of the booklets.

In addition the Trustees would like to thank the following people for their support in the development of and distribution of the booklets: Patricia Chalmers, Mr Brian Corr -Urology Clinical Nurse Specialist, Mr David Douglas - Consultant Urologist at Raigmore Hospital Inverness, Dr Abdulla Alhasso Consultant Oncologist at the Beatson, Dr Alastair Law - Consultant Oncologist Western General Hospital Edinburgh, Dr Duncan McLaren - Consultant Oncologist Western General Hospital Edinburgh, Mr Mark Underwood - Consultant Urologist Glasgow Royal Infirmary, Mr Grant Stewart - Honorary Consultant in Urology at the Western General Hospital.

Research development

A project to research into future needs for prostate disease services and treatments was developed in conjunction with the Cancer Care Research Centre at the University of Stirling. This project is aimed at looking at ways of improving access to treatments, as well as means of further encouraging early diagnosis of prostate cancer and also looking at the treatment and services implications of the projected rise in the number of men likely to be diagnosed with prostate cancer in the next ten years. The project is being taken forward via a PhD studentship and as a joint project the University of Stirling have agreed to fund half the cost of the studentship with Prostate Scotland covering the other half. The project academic supervisor is Dr Liz Forbat from the Cancer Care Research Centre and the non academic supervisor is Adam Gaines. Prof Alan McNeill and Mr Seamus Teahan have kindly offered to act as clinical advisers to the project. The initial project researcher until May 2013 was Sara Murray. Ashleigh Ward was appointed in August 2013 as project researcher.

A project advisory group has been established to help take the project forward and the group met to discuss the key objectives of the project in March 2013. Later in the same month the Scottish Government's Chief Scientists Office Research Manager Dr Alan McNair kindly agreed to join the Advisory Group. The Trustees would like to thank the members of the Advisory Group for their helpful input: Stephen Bird, Stephen Bramwell, Nicola Cunningham, Iain Dunn, Liz Forbat, Adam Gaines, Alan McNair, Alan McNeill, Tony Riddick, Michael Shaw, Sandy Stuart and Seamus Teahan.

Website development

The Prostate Scotland website which was developed as a key information resource on prostate disease in Scotland has continued to grow and received a total of over 17,000 visitors during the year an increase of over 5000 visits over the previous year an increase of over 40%. In addition there were some 64,000 page views, an increase of 11,000 on the previous year. 75% of visitors to the site during the year were new and the average length of time that people stayed on the site is also encouraging in that it shows that the site is being well used.

A significant number of new visitors to the website came from the Lothian area, coinciding with the Lothian Buses awareness initiative. In addition there was a significant rise in the number of visitors to the site from north and north east of Scotland, as well as from the Lanarkshire and Renfrewshire areas. Visitors came not only from Scotland but from some 129 countries across the world. The most popular pages have been: frequently asked questions, the self test for men to check possible symptoms, treatments for early prostate cancer, information downloads, information about urology services in various parts of Scotland, as well as about information about an enlarged prostate. There was a huge increase in the numbers of publications downloaded from the site, during the year.

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ACHIEVEMENT AND PERFORMANCE

Volunteering activities

The charity's work in providing information to men and their families, as well as local fundraising has been boosted by the support of a growing number of volunteers. Volunteering support has included assisting with displays and awareness materials, local fundraising support, as well as helping supporting national events, training and awareness sessions. The Trustees would like to thank Alastair Ferguson, Alison Walker, Billy Mathieson, Gerry Gallacher, John Fulham, Michael Brown, Sarah Jane Whalen and Walter Moodie, amongst others for their kind volunteering assistance during the year - which has been much appreciated and enabled the charity to reach out to many more people with prostate disease awareness information and extend the charity's support.

Newsletter and support communications

Two editions of the newsletter for supporters and funders were produced and sent out to all supporters on the database and an additional Christmas letter and email to supporters were also sent. In addition to the mailing of the newsletter almost a further thousand copies of each newsletter were distributed through a variety of other channels, particularly at events and exhibitions. The Trustees would like to place on record their thanks to ScotMid for their support for the newsletter in 2013. A significant number of talks about prostatic disease were given to external groups, Rotary clubs, businesses and health events across Scotland during the year, and several visits and presentations to celebrate supporters fundraising achievements were undertaken.

The Trustees are sad to report the passing away during the year of Peter Brown. Mr Brown was a former President of Heriots Rugby Club and a very active member of the community and a very good friend of Prostate Scotland. Our thoughts and sympathies are with Mr Brown's wife Sonya and his family.

External relations and policy developments

Prostate Scotland is a member of the Scottish Cancer Coalition (which has 21 member charities as members). The coalition's purpose is exchanging of information and joint working on issues affecting cancer between charities in Scotland. As part of the group, Prostate Scotland has engaged in a variety of issues including on awareness, early diagnosis of cancer and on supporting people living with cancer and post treatment.

The charity's director Adam Gaines was asked to represent the Scottish Cancer Coalition on the Scottish Government Cancer Taskforce Sub group on the Transforming Cancer Care After Treatment Group (TCAT) Programme Board. The TCAT programme is a three year partnership programme between the Scottish Government, Macmillan Cancer Support, NHS Scotland and local authorities.

Prostate Scotland has continued to maintain relations with the key prostate disease organisations and meetings were held during the year with the Prostate Cancer UK and the Edinburgh and Lothians Prostate Cancer Support Group amongst others.

Adam Gaines also served as a member of the National Cancer Information Support Service's Steering Committee (NCISS), which was involved in advising on the creation of a national cancer information service across Scotland- through the Cancer Zone and Tailored Information for the People of Scotland information prescriptions project (TIPS). The Cancer Zone went live in the autumn 2012 and the TIPS project in September 2013.

Professor McNeill and Adam Gaines were invited by Health Care Improvement Scotland to help review an evidence report on 'open, laparoscopic and robot-assisted laparoscopic radical prostatectomy for localised prostate cancer'.

The charity submitted comments on the consultation over the potential future inclusion of additional cancer tumour types as part of the Scottish Government's Detect Cancer Early Initiative. The charity in its comments welcomed the Detect Cancer Early Initiative and submitted evidence as to the importance, relevance and impact of including prostate cancer as one of the future cancer tumour types in any future Detect Cancer Early campaigns and urged its inclusion.

The charity was also invited to be a member of the Review Group on the Referral guidelines for the detection of urological cancer, including prostate cancer.

Development of The Blue Horizon Robot Appeal

Significant progress was made during the year on the development of an appeal for a robot for robot assisted surgery in Scotland. This follows from the decision of The Trustee Board of the charity to explore the potential for a Scotland wide appeal in view of the absence of robotic assisted surgery in Scotland. It was felt that this would be a constructive and appropriate initiative for the charity to take forward, given that robot assisted surgery was very much becoming a treatment of choice in England, Europe and the United States for prostate cancer, but is not currently available in Scotland.

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ACHIEVEMENT AND PERFORMANCE

During the year, a significant amount of activity to prepare the appeal was undertaken - this included meeting with the Chief Medical Officer for Scotland, a further consultation meeting with urological surgeons from across Scotland (following two earlier ones with urological clinicians in the previous year). Alan McNeill and Adam Gaines inputted to the Healthcare Improvement Scotland review of evidence on Open, laparoscopic and robotic prostatectomy. The consultation process is led by Trustee Board member, Dr Anna Gregor CBE. An Appeal and Fundraising Manager was appointed to help prepare the appeal and an Appeal Fundraising Committee was established under the chairmanship of the charity's Chairman Robert Wilson, and an appeal brochure and video were commissioned. The Trustees would like to thank the members of the Appeal Fundraising Committee for their advice and help - Alastair Mair, Alan McLaren, Alan McNeill, Anna Gregor, Kevin Robertson, Peter de Vink, Stephen Docherty, Prof Arnold Maran and Prof Walter Nimmo. Thanks also to Grant Stott, Hamish Campbell, Mary Overmeer, Chris Anderson, Alan McNeill, Dr Mustafa Mulla, Dr Rob Lester and the Union Advertising Agency for their time, ideas and help in the development of the Appeal video, and the many urological surgeons from across Scotland who kindly participated in the consultation process.

Fundraising activities

The Trustees were pleased to note that during the year there had been an increase in the total donations from individuals, trusts and companies, despite the difficult economic climate. Total donations over the year were £154,403 an increase of nearly £30,000 over the previous year (£125,603). Donations account for the largest element of the charity's income.

The Trustees would like to acknowledge and thank the Scottish Government for its funding towards taking forward of the Information and Advice project. This funding enabled the development of the series of information materials for men and their families about prostate disease and its treatments and which are the first of their kind in Scotland covering the range of prostate diseases. The Trustee Board would also like to thank the kind anonymous donor for their kind funding which enabled the reprinting of Early Prostate Cancer Explained Guide, Cairn Energy for their kind donation towards the reprinting of the Benign Prostatic Hyperplasia Explained Guide, and the J.K. Young Foundation for supporting the production and printing of the Brachytherapy Spotlight Guide, and the Baw Bags Challenge for kindly supporting the production of the Spotlight guides on Pelvic Floor Exercises, Erectile Dysfunction and Incontinence.

The Trustees would like to acknowledge and thank James Thomson for his generosity and kindness for once again holding the Prestonfield Burns Supper in aid of Prostate Scotland - this excellent event succeeded in raising just over £7,000. Thanks are also due to Grant Stott, Sir Tom Farmer, Willie Young, Bill Copeland, Jane McCarry, Robert Wilson, Brigid Mhairi and Richard Dunn for their wonderful speeches and contributions to the evening's proceedings. The Trustees would also like to thank James Thomson, Alastair Mair, Alan McLaren, Arran Aromatics, Bank of Scotland, Lindsays, Edinburgh International Festival, Francois Aliane, Prestonfield, Renaissance Pictures and Framing, Stephen Docherty and Spire Murrayfield Hospital for their help and generosity in prize donations for the event.

A key fundraising event during the year was the Glasgow Ball at the Grand Central Hotel. This was very successful and raised over £22,928 with some 340 guests attending, and an excellent set of prizes. The Trustees would like to express their grateful thanks to the Glasgow Ball Committee members- Alison McNeill, Caroline Miller, Tina Webster, Sue O'Hara, Grainne Dunn and Claire Wilson. Thanks are also due to Caroline Miller and Alan McLaren for speaking, Andy Cameron for compering, Alex Cornish and his band for kindly performing and Arianna Rinaldi and TC Events for event management, as well as the array of generous prize donors. Special thanks are due to Caroline and Sandy Miller for very generously supporting the entertainment and Tina Webster and EUS for supporting the silent auction. In addition to raising such a significant sum, the event helped advance Prostate Scotland's visibility in Glasgow.

The Trustees were delighted and very proud when in autumn 2012, the charity was selected by the Grand Lodge of Scotland as their nominated charity for the next five years. The charity was honoured by a donation of £10,000 from Grand Lodge of Scotland which was presented to the charity by the Grand Master Mason the Rt. Worshipful Charles Wolrige Gordon of Eslemont at the Grand Lodge's annual Festival of St Andrew. The donation has enabled the charity to produce a new special leaflet on the risk factors for prostate cancer, and to intensify and take further its efforts to reach out across Scotland with information about prostate disease.

In addition to this Prostate Scotland has been grateful to receive support from the Provincial Grand lodges of Ayrshire, Lanarkshire and Stirlingshire and several district lodges as well as opportunities to provide awareness materials. The Provincial Grand Lodge of Edinburgh also undertook a significant number of fundraising activities along with its 32 daughter lodges. These included a special Edinburgh to North Berwick cycle ride, fundraising dinners and much more. This fundraising and awareness activity had already passed the £10,000 mark by the end of the year with more funds likely to be received by the time their fundraising is completed.

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The Trustees would like to place on record their sincere thanks to the Grand Lodge of Scotland, the Provincial Grand Lodges of Edinburgh, Ayrshire, Stirlingshire and Lanarkshire and the many daughter lodges for their generous and kind support.

The Trustees would like to thank the John Archer Trust, the Gordon Brown Memorial Fund, the Sym Trust and the W Mann Foundation for kind donations. In addition, the Trustees are grateful for donations from Comrie Cancer Care Research Fund and the Sylvia Aitken Charitable Trust towards the research project and from the JK Young Endowment Fund towards the costs of producing and printing the Spotlight guide to Brachytherapy.

During the year there was significant fundraising activity undertaken by individuals and groups across the country. This included running, walking and cycling and also a myriad of activities from patchwork to trucking.

The Trustees would like to record a sincere thank you once again to Lucy and Gregor McAneny and Lucille Paterson for organising a third, even bigger, Big Quiz in Galashiels in memory of Duncan Paterson, one of Scottish rugby's best known figures and a longstanding supporter of Prostate Scotland, who sadly passed away in December 2009. Well over 200 people from across the Borders and further afield took part in the quiz, raffle and auction raising the magnificent amount of £5,600.

Thanks are also due to Gillian and Neil McCallum and Rena Irving and the entire Irving family from Kilmarnock who raised over £5,000 in aid of both Prostate Scotland and Ayrshire Cancer Support via a fundraising evening at the renowned Park Hotel in Kilmarnock. The fundraising dinner, called the Big Night Out, was held in memory of Gordon Irving, who sadly passed away in 2012. Some 280 people attended the dinner.

A group of ladies took on a Ben 10 challenge, climbing 10 Bens, in memory of Charlie Boyce and Gordon Irving. They finished the challenge by climbing Ben Lomond on Father's Day. The ladies hard work was rewarded by raising £766.25. Thanks go to Jennifer, Mary Claire, Geraldine and friends.

Cycling was very much on the agenda during the year and a special mention goes to Tim Appleton, Alastair Dickie, Gerry Mullan, David Nairn who took on the extreme challenge of riding from Lands End to John O'Groats, 940 miles from start to finish doing so in 9 days. The team fundraised in aid of three charities, Cruse Bereavement Care Scotland, the Teenage Cancer Trust and Prostate Scotland, raising the huge amount of £21,880 which was split equally between the three charities. A very big thank you to the team.

Sincere thanks are also recorded to a team of 20 staff from GlaxoSmithKline in Irvine who took to their bikes to cycle the 57 miles round Arran in aid of Prostate Scotland as part of 40 years celebrations of the company. They raised a fantastic £3,317 with a further matching contribution from GSK. A big thank you also goes to Jim Sutherland, Caroline Medd, David Young, Iain Harper, Gordon Connell, Mark Cooney, Derek Halliday, Graham Maxwell, Jamie Maxwell, Les Banks, Derek Banks, Justin Banks, Charles McKenzie and Gemma Smith from Thomas and Adamson who raised £3,832 doing a Big Cycle across East Lothian.

Cycling and running was also very much on the agenda in the Baw Bags Buster Duathlon Challenge in West Lothian, held in aid of Prostate Scotland and Crusaders Charity Rugby Squad. The event raised over £5,000 enabling the charity to print the Incontinence, Erectile Dysfunction and Pelvic floor Exercise Spotlight Guides.

A team from Falkirk Round Table made up of Philip Lauder, Chas Masterton, Scott Cunningham, Steve Barton, Jim Snedden and Kevin Gilmour rode the Glasgow to Edinburgh Pedal for Scotland. The ride raised the amazing amount of £2056. A Lothian Buses team made up of 49 riders - the largest team in the Pedal for Scotland Ride rode in aid of the Lothian Autistic Society and Prostate Scotland.

The Edinburgh Marathon saw 24 runners take on the challenge of running the distance of 26 miles and 385 yards or 42.1 kms in aid of Prostate Scotland. The runners included four relay teams, one of which, the Dalmeny Dribblers was taking on the marathon for the fifth time, and the others new to the race. Many thanks and congratulations go to the runners for raising over £5,000: Alan McNeill, Alan Riddell, Austin Cassells, Brian O'Callaghan, Colin Richards, Diana Boyd, Eleanor Keane, Jason Price, Julia Mason, Keith Milne, Liz Metcalfe, Lucy Robertson, Malcolm Baker, Natasha Armstrong, Neil McMurtie, Peter Murphy, Richard Clayton, Shaun Cavens, Scott Lynch, Stephan Moonen, Stuart Burnside, Tony Gibson, Unni Thekkekuruvath.

Prostate Scotland

Report of the Trustees for the Year Ended 31 August 2013

ACHIEVEMENT AND PERFORMANCE

Congratulations to Keith Williams, Linda Laurie, Nicholas Osmond, Jane Farnsworth, Chris O'Donnell, Shona Milne, Elizabeth Weir, Colin Lindsay, Nichola Kerr, Geraldine Clark, Tom Clark and Bill Blackwood for running in the Great Scottish Run and raising the wonderful amount of nearly £6,000 in aid of Prostate Scotland. The runners included a team from the Nationwide Building Society in the Byres Road Glasgow, as well as Linda Laurie and Nicholas Osmond who ran in memory of Drew Laurie.

Well done to Arianna and Sara Rinaldi as well as to Brian McGhee for running the Great Edinburgh Run and raising over £1000 in aid of Prostate Scotland.

A group of walkers, Bob's Walking Group, took to the paths, walking from Crail to St Andrews raising over £1,000, well done and thank you to all the walkers.

Harpenden Lions Club held one of the biggest Highland Gatherings outside of Scotland, and Prostate Scotland was chosen as one of the charities to benefit from the Highland Fling event, organised by Yuri Margosian and Jane Johnstone Ray, resulting in a donation of £1,371. Jill Catherwood, Marion McCormack and Carol Duckett organised a céilidh in aid of Prostate Scotland raising £1090.

During the month of November 2012 there was a lot of activity by many people in aid of Prostate Scotland and thanks are due to very many folk for their fundraising, awareness and in many cases moustache growing efforts who between them raised over £7,000.

Staff fundraising in a number of firms was also much on the agenda and thanks are due the staff at North British Distillers, Halifax Card Centre in Dundee Retail contact centre at Diageo Dundas House, Fuel Route Supply Group at Torness Power Station, Isleburn Ltd, Chivas Brothers at Kilmalid Site Dumbarton, Retail Contact Centre at Halifax Card Services and Ferryburn Dental Care. Thanks are also due to Rotary Club of Coatbridge, Airdrie and Monklands as well as Shotts Rotary Club, and Aberdour Bowling Club and Dalgety Bay Bowling Club for donations.

Prostate Scotland would like to thank the many individuals and organisations who have so kindly donated to the charity during the year - their generosity is very much appreciated. The charity also received several donations in the year from families and friends of loved ones who had passed away and who had sent in donations in memory of those they had lost. The Trustees would like to express their sympathy and condolences and acknowledge these generous donations.

Charity and Organisational Development

There were several developments in the charity's support base during the year with two new staff members being appointed and an office move taking place.

An application for an intern to the Third Sector Internship Scheme, which is funded by the Scottish Funding Council and run by Queen Margaret University, SCVO and the Open University, was successful. This led to an intern, Cordelia Lafferty being appointed who worked two days per week for the charity for 6 months, taking forward local awareness and fundraising activity, with an emphasis on the Borders and the Lothians. The Trustees would like to express their thanks to the TSIS for supporting this internship.

In March 2013, the charity appointed its first Appeal and Fundraising Manager, Tamsin Ferrier, to take forward the charity's fund raising and to manage the robot assisted surgery appeal. Tamsin subsequently moved to a new role with another charity in late 2013 and she has been succeeded by Richard Walker. The Trustees would like to thank Tamsin for her work.

At the end of June 2013 the charity moved its administrative office from 21-23 Hill Street Edinburgh to 6 Hill Street to provide the organisation with more space to accommodate the new staff and to have additional space for its information and advice materials.

Prostate Scotland

Report of the Trustees for the Year Ended 31 August 2013

FINANCIAL REVIEW

Financial Review

The results for the year are set out in the statement of financial activities which shows a surplus of £11,599 for the year (2012: £3,574). The level of income received from donations and grants enabled the taking forward of the charity's services, its awareness work and its Information and Advice project and the development of the robot appeal.

Income, excluding services donated by Lothian Buses of £68,000, by comparison with the previous year was higher at £226,582 (2011: £141,968). This increase is accounted for by higher donations and by the income from the Glasgow fundraising ball. Despite the continuing difficult economic climate voluntary income from donations during the year increased by nearly £30,000 from £124,646 in the previous year to £154,403 and made up the largest element in the Charity's income.

Grant and award income however during the year was higher than the previous year at £11,000 (2012: £10,000). Interest on income and investment gains were lower than the previous year at £5,485 (2012: £6,343), due to low interest rates. Gift Aid income continued to be important additional source of income and significant efforts were made during the year to ensure donors to fill out Gift Aid forms.

Expenditure for the year was £224,645 which was significantly higher than in the previous year (£150,403). This excludes the cost of £68,000 of advertising donated by Lothian Buses. Key expenditure incurred was on the development and printing of information and advice literature £14,734, the taking forward of the information and advice project, staffing costs for the running of the charity and developing its fundraising and the robot appeal, as well as the costs of materials and advertising to promote awareness of prostate disease and its treatments. £8,084 was spent on the taking forward of the prostate services and treatment research project, and £2,961 was spent on development activities of the Blue Horizon Robot Appeal.

The trustees feel the growth in the number of and total amount of donations and continued willingness of the charity's supporters to support the organisation to be very encouraging.

Prostate Scotland

Report of the Trustees for the Year Ended 31 August 2013

FUTURE PLANS

The charity has made significant and substantial progress towards fulfilling its three year strategy and business plan. The information and advice and awareness activity has moved forward very effectively with many tens of thousands of people in Scotland reached and with very favourable responses from people about the quality and usefulness of materials. In addition, the charity's reach across Scotland has grown and alongside it engagement with and support from supporters and donors across the country. Over the past three years progress in taking forward the charity's objectives and key plans has included amongst other developments, the following:

- An effective/award winning website with information about prostate disease and treatments in Scotland continues to receive a significant and growing number of visitors;
- Impactful awareness materials, which are respected and of high quality;
- Targeted awareness information in a range of locations across Scotland;
- Completing two series of (award winning) Information and Advice materials about prostate disease and its treatments for men and their families with substantial progress made on a third series;
- The rolling out/distribution of key information materials to men and their families - these have now reached:
 - 130,000 copies of the brief guide to prostate disease distributed;
 - 87,200 of 6 kinds of the simple guides to prostate disease distributed;
 - Nearly 10,000 copies of the Explanatory guides to prostate disease and its treatments distributed and stocked by a majority of Scottish hospitals treating prostate disease and a majority of men diagnosed with early prostate cancer in Scotland now receiving a copy;
- The rolling out of the Workplace Initiative across three regions of Scotland;
- The establishment of a research project into availability of treatment/services in Scotland and of men and clinicians' perspectives on service need (in partnership with the Cancer Care Research Institute at the University of Stirling);
- Development of a volunteering programme to help the charity in its work to create awareness of prostate disease and to assist in fundraising - the first group of volunteers is now active across the central belt and in Dumfries;
- The completion of development work on the Blue Horizon Robot Appeal.

The Trustees have adopted a new three year business plan aimed at taking forward the charity's work to 2016. Key objectives for the next three years are the:

- Promotion of awareness and information on prostatic diseases (both amongst men, their families and amongst key decision makers and businesses) and encouragement of early detection;
- Development of policy awareness and inclusion of prostate issues in national health/public policy;
- Development of emphasis on/availability of treatment and research into prostatic disease in Scotland;
- Development of the Blue Horizon Robot Appeal;
- Development of the organisational resource base and capacity to take forward the charity's work and objectives.

Over the next year, the following activities are planned:

- Completing the development of the third series of information materials about Prostatic treatments via the Information and Advice Project;
- Develop further distribution outlets for Information and Advice materials to men and to health professionals;
- Taking forward of the Workplace Initiative;
- Progress the recruitment and engagement of more volunteers;
- Taking forward a programme of targeted awareness work about prostate disease including a number of new materials and approaches via health centres and through community settings and exhibitions and events as well as a new awareness and fundraising campaign to help raise public awareness of prostate disease;
- The further take forward the joint research project into the provision of services and treatments for prostate disease and prostate cancer across Scotland with the University of Stirling Cancer Care Research Centre;
- The launching of and rolling out of the Blue Horizon Robot Appeal to raise funding for robotically assisted prostatic surgery in Scotland.

The Trustees recognise that raising income will remain a key task, and that the further development of voluntary/individual giving will remain a priority. The Trustees are pleased to note that during the year only 1.68% of total income was spent on support and governance costs, representing 1.77% of total expenditure. The trustees are also pleased to report that only 8.03% of total income was spent on administration, representing 8.38% of expenditure. The trustees will continue to aim to ensure that the proportion spent on administration continues to be low and that the operations of the charity remain cost effective.

Prostate Scotland

Report of the Trustees for the Year Ended 31 August 2013

Key areas of expenditure in the coming year are expected to be:


- Taking forward of the Scotland-wide Advice and Information project, particularly the development of further information materials, the running costs of telephone information line and the Workplace Initiative;
- Progressing the next stages of the awareness initiative to improve public understanding of prostatic disease - aimed at encouraging men and their families to be more aware of prostatic disease symptoms and to seek early advice, and the development of a new campaign to raise awareness;
- Advancing the research project into services and treatment provision for prostate disease across Scotland;
- Support for progressing the Blue Horizon Robot Appeal for robotically assisted prostatic surgery.

Reserve policy

The funds for the Information and Advice Project from the Scottish Government are restricted, as are the funds for the Awareness and Fundraising Intern. The Trustees have resolved for the coming year to continue to designate certain funds for key projects to assist in the taking forward of the charity's key objectives. This includes the designation of £31,000 towards the Information and Advice project, £16,000 towards the prostate disease and services and treatments research, £5,000 towards prostate awareness and £35,000 to support the robotic surgery appeal.

The Trustees consider that reserves should be maintained at a level to cover at least nine months expenditure and it was resolved to hold an amount of up to £200,000 in investments to support this.

ON BEHALF OF THE BOARD:


.....
Mrs M F Hajlam - Trustee

Date: 12/5/14.....

**Independent Examiner's Report to the Trustees of
Prostate Scotland**

I report on the accounts for the year ended 31 August 2013 set out on pages sixteen to twenty four.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the 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 Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 I do not express an audit opinion on the view given by the accounts.

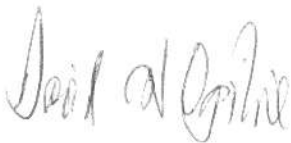
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David C N Ogilvie
FCA
Ogilvie & Company Limited
25 Rutland Square
Edinburgh
EH1 2BW

Date: 14th May 2014

Prostate Scotland

Statement of Financial Activities
for the Year Ended 31 August 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total funds £	2012 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	225,841	7,000	232,841	135,603
Activities for generating funds	3	67,256	-	67,256	22
Investment income	4	5,485	-	5,485	6,343
Total incoming resources		<u>298,582</u>	<u>7,000</u>	<u>305,582</u>	<u>141,968</u>
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income		68,833	-	68,833	53,559
Fundraising trading; cost of goods sold and other costs		38,186	-	38,186	7,331
Investment management costs	5	1,450	-	1,450	1,887
Charitable activities					
Awareness campaign		158,382	-	158,382	68,622
Governance costs	6	3,988	-	3,988	3,299
Other resources expended		<u>21,806</u>	<u>-</u>	<u>21,806</u>	<u>15,705</u>
Total resources expended		<u>292,645</u>	<u>-</u>	<u>292,645</u>	<u>150,403</u>
NET INCOMING/(OUTGOING) RESOURCES		<u>5,937</u>	<u>7,000</u>	<u>12,937</u>	<u>(8,435)</u>
Realised gains/(losses) on fixed asset investments		(1,338)	-	(1,338)	12,009
Net income/(expenditure)		<u>4,599</u>	<u>7,000</u>	<u>11,599</u>	<u>3,574</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>291,016</u>	<u>-</u>	<u>291,016</u>	<u>287,442</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>295,615</u></u>	<u><u>7,000</u></u>	<u><u>302,615</u></u>	<u><u>291,016</u></u>

The notes form part of these financial statements

Prostate Scotland

Balance Sheet
At 31 August 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total funds £	2012 Total funds £
FIXED ASSETS					
Tangible assets	10	1,329	-	1,329	13,244
Investments	11	150,200	-	150,200	151,538
		<u>151,529</u>	<u>-</u>	<u>151,529</u>	<u>164,782</u>
CURRENT ASSETS					
Debtors	12	70	-	70	2,912
Cash at bank		176,183	7,000	183,183	131,550
		<u>176,253</u>	<u>7,000</u>	<u>183,253</u>	<u>134,462</u>
CREDITORS					
Amounts falling due within one year	13	(32,167)	-	(32,167)	(8,228)
		<u>144,086</u>	<u>7,000</u>	<u>151,086</u>	<u>126,234</u>
NET CURRENT ASSETS					
		<u>144,086</u>	<u>7,000</u>	<u>151,086</u>	<u>126,234</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>295,615</u>	<u>7,000</u>	<u>302,615</u>	<u>291,016</u>
NET ASSETS					
		<u>295,615</u>	<u>7,000</u>	<u>302,615</u>	<u>291,016</u>
FUNDS					
Unrestricted funds	14			295,615	291,016
Restricted funds				7,000	-
TOTAL FUNDS					
				<u>302,615</u>	<u>291,016</u>

The notes form part of these financial statements

Prostate Scotland

**Balance Sheet - continued
At 31 August 2013**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2013.

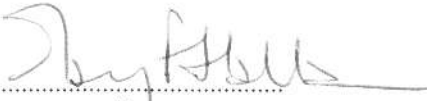
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2013 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 12 May 2014..... and were signed on its behalf by:


.....
Mrs M F Hallam - Trustee

Prostate Scotland

Notes to the Financial Statements for the Year Ended 31 August 2013

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

Incoming resources are 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. Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to the consideration by its performance. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included as these cannot be quantified with reasonable accuracy.

Resources expended

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

Tangible fixed assets

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

Website	- 20% on cost
Fixtures & equipment	- 33.33% on cost
Computer equipment	- 33.33% on cost

Investments held as fixed assets are revalued at market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

Voluntary income includes advertising services donated by Lothian Buses valued at £68,000.

3. ACTIVITIES FOR GENERATING FUNDS

	2013	2012
	£	£
Fundraising events	<u>67,256</u>	<u>22</u>

Prostate Scotland

Notes to the Financial Statements - continued
for the Year Ended 31 August 2013

4. INVESTMENT INCOME

	2013	2012
	£	£
Other fixed asset investments - Dividends	3,444	2,553
Other fixed asset investments - Corporate bonds	932	3,530
Deposit account interest	1,109	260
	<u>5,485</u>	<u>6,343</u>

5. INVESTMENT MANAGEMENT COSTS

	2013	2012
	£	£
Administrative expenses	1,450	1,887
	<u>1,450</u>	<u>1,887</u>

6. GOVERNANCE COSTS

	2013	2012
	£	£
Accountancy and independent examiner's fees	2,520	2,160
Professional fees	1,468	1,139
	<u>3,988</u>	<u>3,299</u>

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2013	2012
	£	£
Depreciation - owned assets	13,836	13,193
	<u>13,836</u>	<u>13,193</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2013 nor for the year ended 31 August 2012.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2013 nor for the year ended 31 August 2012.

Prostate Scotland

Notes to the Financial Statements - continued
for the Year Ended 31 August 2013

9. STAFF COSTS

	2013 £	2012 £
Wages and salaries	76,271	61,605
Social security costs	7,670	6,503
	<u>83,941</u>	<u>68,108</u>

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

	2013	2012
Administration	<u>3</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

10. TANGIBLE FIXED ASSETS

	Website £	Fixtures & equipment £	Computer equipment £	Totals £
COST				
At 1 September 2012	62,883	4,425	982	68,290
Additions	-	1,921	-	1,921
At 31 August 2013	<u>62,883</u>	<u>6,346</u>	<u>982</u>	<u>70,211</u>
DEPRECIATION				
At 1 September 2012	50,305	3,759	982	55,046
Charge for year	12,578	1,258	-	13,836
At 31 August 2013	<u>62,883</u>	<u>5,017</u>	<u>982</u>	<u>68,882</u>
NET BOOK VALUE				
At 31 August 2013	<u>-</u>	<u>1,329</u>	<u>-</u>	<u>1,329</u>
At 31 August 2012	<u>12,578</u>	<u>666</u>	<u>-</u>	<u>13,244</u>

Prostate Scotland

Notes to the Financial Statements - continued
for the Year Ended 31 August 2013

11. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 September 2012	151,538
Revaluations	(1,338)
	<u>150,200</u>
At 31 August 2013	<u>150,200</u>
 NET BOOK VALUE	
At 31 August 2013	<u>150,200</u>
At 31 August 2012	<u>151,538</u>

There were no investment assets outside the UK.

All investments are held primarily for an investment return.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £	2012 £
Other debtors	70	2,912
	<u>70</u>	<u>2,912</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £	2012 £
Trade creditors	30,127	6,172
Other creditors	2,040	2,056
	<u>32,167</u>	<u>8,228</u>

Prostate Scotland

Notes to the Financial Statements - continued
for the Year Ended 31 August 2013

14. MOVEMENT IN FUNDS

	At 1.9.12 £	Net movement in funds £	Transfers between funds £	At 31.8.13 £
Unrestricted funds				
General fund	204,016	98,452	(93,853)	208,615
Designated fund	87,000	(93,853)	93,853	87,000
	<u>291,016</u>	<u>4,599</u>	<u>-</u>	<u>295,615</u>
Restricted funds				
Information and Advice	-	7,000	-	7,000
	<u>-</u>	<u>7,000</u>	<u>-</u>	<u>7,000</u>
TOTAL FUNDS	<u>291,016</u>	<u>11,599</u>	<u>-</u>	<u>302,615</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	223,007	(123,217)	(1,338)	98,452
Designated fund	75,575	(169,428)	-	(93,853)
	<u>298,582</u>	<u>(292,645)</u>	<u>(1,338)</u>	<u>4,599</u>
Restricted funds				
Information and Advice	7,000	-	-	7,000
	<u>7,000</u>	<u>-</u>	<u>-</u>	<u>7,000</u>
TOTAL FUNDS	<u>305,582</u>	<u>(292,645)</u>	<u>(1,338)</u>	<u>11,599</u>

The Information and Advice Restricted Fund was set up for the funding received from the Scottish Government and Sir Tom Farmer. This fund is used to cover the costs of the part time information co-ordinator and the costs of developing and providing information and advice materials on prostate disease. The fund was fully expended in 2012 and the balance of costs transferred to the unrestricted funds. A total of £31,000 has been designated for this project and further funding has been sought from the Scottish Government of £7,000 per year for three years.

The Designated fund which is held in cash, have been allocated to the following projects by the trustees:

	2013 £	2012 £
Information and Advice project	31,000	31,000
Prostate disease, service and research	16,000	16,000
Prostate awareness	5,000	5,000
Robotic surgery appeal	35,000	35,000
	<u>87,000</u>	<u>87,000</u>
Total Designated Fund	<u>87,000</u>	<u>87,000</u>

Prostate Scotland

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2013**

15. ULTIMATE CONTROLLING PARTY

The charity is controlled by its trustees.