

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date			Period end date				
Day	Month	Year	Day	Month	Year		
From	1	April	2016	To	31	March	2017

Reference and administration details

Charity name	Survivor's of Sexual Child Hood Abuse Information & Resources
Other names charity is known by	SSCHAIR
Registered charity number	SCO28504
Charity's principal address	Linkup 8 Commercial Street Lerwick Shetland
	Postcode ZE1 0AN

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Janet Laing	Chair		
2	Laraine Hobbin		Appt February 17	
3	Margaret Sandison			
4	Hazel Leask	Vice Chair		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Rita Rendall	March 17
Kirsty McHarg	March 17
Anne-Karina Leslie	March 17
Neil Brice	October 16

## Structure, governance and management

### Type of governing document

Sexual Abuse Survivors formed as a voluntary group in March 1996 and was given charitable status on 5<sup>th</sup> December 1998. The charity is an unincorporated association governed by a constitution adopted on 5<sup>th</sup> December 1998; and amended on 16<sup>th</sup> April 2005, 20<sup>th</sup> May 2009 and 17<sup>th</sup> February 2010. A further amendment to the constitution took place on 9<sup>th</sup> July 2011 to change the name to Sexual Abuse Survivors Support Group to better reflect the organisation. On 6<sup>th</sup> April 2016 the name changed to Survivors of Sexual Child Hood Abuse Information and Resources (SSCHAIR) and became a SCIO. OSCR were informed and the changes were agreed.

### Trustee recruitment and appointment

A management committee consisting of no more than 12 trustees is formed at the AGM, from these trustees, office bearers are elected. Trustees can appoint any person from SSCHAIR group members to become a trustee.

There is no specific term a trustee may serve.

## Objectives and activities

### Charitable purposes

- To provide support to any person, over the age of 18, who has been sexually abused
- To provide help and support to parents and guardians of children who have been sexually abused
- To provide help and support to people who are partners of survivors of sexual abuse
- To reduce the stigma and isolation felt by survivors, their partners and parents/guardians of children

### Summary of the main activities in relation to these objects

- Regular facilitated group workshops with survivors of sexual abuse
- One to one support
- Drop in service
- Support individual survivors to develop their own coping strategies
- Website – ongoing tool to provide support, information and an opportunity for networking with other survivor groups
- Awareness raising in the community

## Achievements and performance

### Summary of the main achievements of the charity during the financial period

SSCHAIR has undergone a large expansion which commenced on the 4<sup>th</sup> April 2016. The organisation now shares premises with another group, has appointed a 25 hour support worker and a 25 hour liaison worker, developed a drop in service, developed a one to one support service and carried out a variety of awareness raising meetings.

SSCHAIR now has a Facebook page which both raises awareness of sexual abuse and gives people an extra way to access support and the service.

SSCHAIR has applied for 5 years funding from The Big Lottery, 3 years of funding from The Robertson Trust and further funding Scottish Government.

SSCHAIR is in the process of developing a Public Social Partnership and training courses.

## Financial review

### Brief statement of the charity's policy on reserves

SSCHAIR has a separate bank account for unrestricted funds and this also functions as the reserve fund. The fund will contain a minimum of 4 months running costs.

### Details of any deficit

There was a deficit of £30,029 this year as existing funds from last year were used to cover expenditure in the year

### Donated facilities and services (if any)

N/A

Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

JANET LAING

Position (e.g. Chair)

CHAIR

Date

07/09/2017

# OSCR

Office of the Scottish Charity Regulator

	<b>Independent examiner's report on the accounts</b> <small>v2</small>						
Report to the trustees/members of	<b>Survivor's of Sexual Child Hood Abuse Information &amp; Resources</b>						
Registered charity number	<b>SC028504</b>						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year	to	Day	Month	Year
	<b>01</b>	<b>April</b>	<b>2016</b>		<b>31</b>	<b>March</b>	<b>2017</b>
Set out on pages	<b>7-12</b>						

**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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 independent examiner's statement**

My examination is 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 seeks explanations from the 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 accounts.

**Independent examiner's statement**

In the course of 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 comply with Regulation 9 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.

Signed:  Date: 12.09.17

Name: Ellen Hughson

Relevant professional qualification(s) : ACIE: Associate

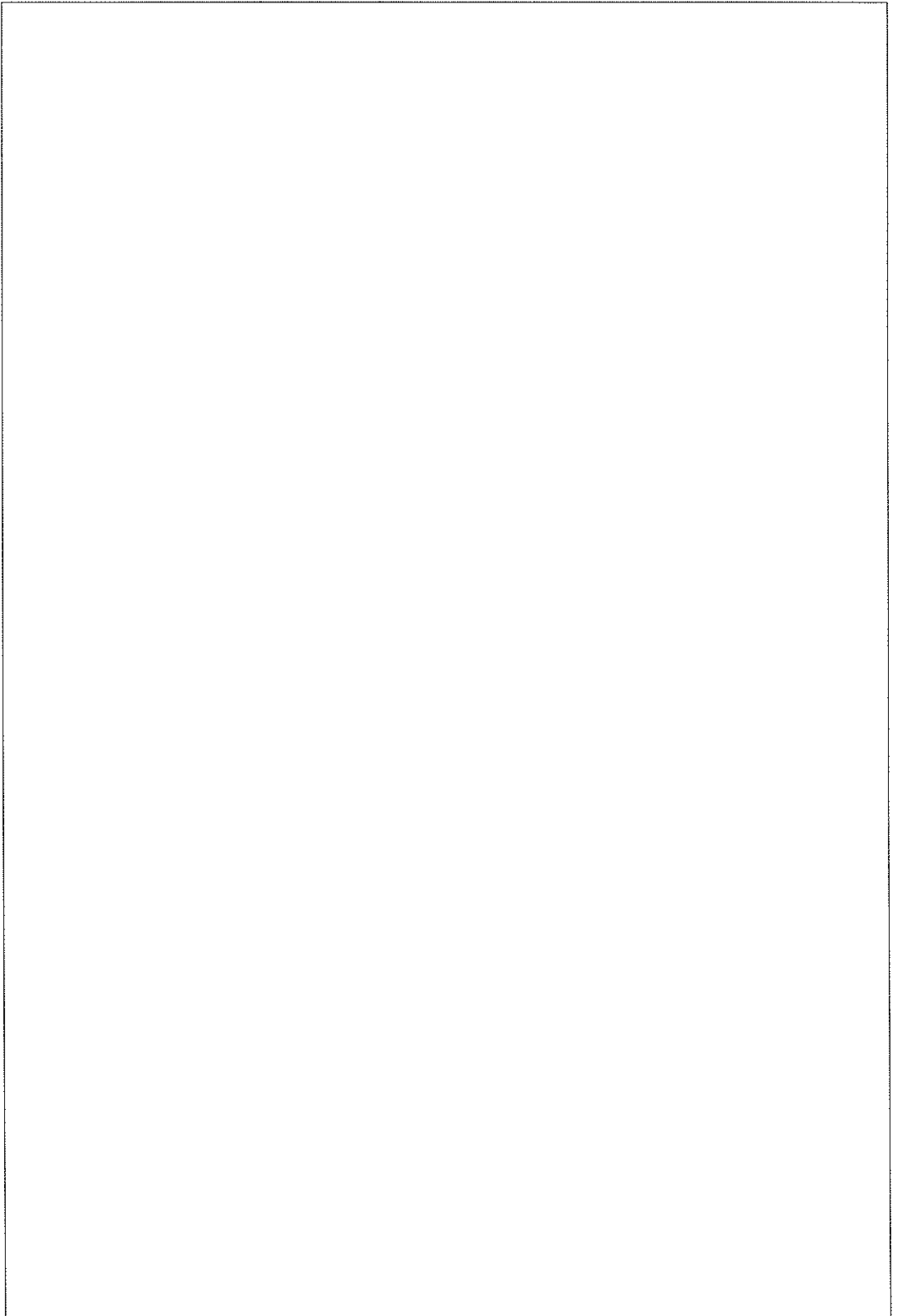
Address: Voluntary Action Shetland  
Market House, 14 Market Street,  
Lerwick, Shetland, ZE1 0JP

**APPENDIX 3**

**Disclosure section**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose**



Receipts and payments accounts							
For the period from				to			
	1st	April	2016		31st	March	2017

**Section A Statement of receipts and payments**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	133				133	503
Legacies					-	
Grants		16,093			16,093	49,010
Receipts from fundraising activities	1,792				1,792	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	<b>1,925</b>	<b>16,093</b>	<b>-</b>	<b>-</b>	<b>18,018</b>	<b>49,513</b>
<b>A2 Receipts from asset &amp; Investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,925</b>	<b>16,093</b>	<b>-</b>	<b>-</b>	<b>18,018</b>	<b>49,513</b>
<b>A3 Payments</b>						
Expenses for fundraising activities		487			487	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	737	46,694			47,431	22,235
Grants and donations					-	
Governance costs:					-	
Audit / independent examination		50			50	70
Account Preparation		80			80	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>737</b>	<b>47,311</b>	<b>-</b>	<b>-</b>	<b>48,048</b>	<b>22,305</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>737</b>	<b>47,311</b>	<b>-</b>	<b>-</b>	<b>48,048</b>	<b>22,305</b>
<b>Net receipts / (payments)</b>	<b>1,188</b>	<b>(31,218)</b>	<b>-</b>	<b>-</b>	<b>(30,030)</b>	<b>27,208</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>1,188</b>	<b>(31,218)</b>	<b>-</b>	<b>-</b>	<b>(30,030)</b>	<b>27,208</b>

**Section B Statement of balances**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	4,151	39,148			43,299	16,091
	Surplus / (deficit) shown on receipts and payments account	1,188	(31,218)			(30,030)	27,208
						-	
	Cash and bank balances at end of year	5,339	7,930	-	-	13,269	43,299

(Agree balances with receipts and payments account(s))

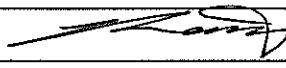
Categories	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
<b>B2 Investments</b>				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
<b>B3 Other assets</b>	Tablet	Restricted			371
	Laptop	Restricted			625
		Total	-	-	996

Categories	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
<b>B4 Liabilities</b>				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
<b>B5 Contingent liabilities</b>				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JANET LAING	07/09/17



**Section C Notes to the Accounts**

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

All funds to provide support for adult survivors of sexual abuse, and to meet SSCHAIR's charitable purposes as outlined in the Trustees Annual Report.

**Unrestricted Fund**  
General - to cover general running costs of the charity

**Restricted Funds**  
Survivor Scotland Fund (£49,010) - received January 2016  
Scottish Government (£4,386) - recieved March 2017  
Scottish Government (£11,707) - received December 2016  
Opening balances and details of the restrictions for each restricted fund can be found on page 12.

**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
--	---

**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
---	---

**C4b Trustee expenses - details**

	Number of trustees	£

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other information**



**Additional analysis (2)**

**5 Breakdown of unrestricted funds**

	General	Special purpose funds	Restricted funds - capital assets	Restricted funds - operating expenses	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	133				133	503
Legacies					-	
Grants					-	
Receipts from fundraising activities	1,792				1,792	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<i>Sub total</i>	<b>1,925</b>	-	-	-	<b>1,925</b>	<b>503</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<b>Total receipts</b>	<b>1,925</b>	-	-	-	<b>1,925</b>	<b>503</b>
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	737				737	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	70
Preparation of annual accounts					-	
Legal costs					-	
<i>Sub total</i>	<b>737</b>	-	-	-	<b>737</b>	<b>70</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<b>Total payments</b>	<b>737</b>	-	-	-	<b>737</b>	<b>70</b>
<b>Net receipts / (payments)</b>	<b>1,188</b>	-	-	-	<b>1,188</b>	<b>433</b>
<b>Transfers to / (from) funds</b>						
<i>Surplus / (deficit) for year</i>	<b>1,188</b>	-	-	-	<b>1,188</b>	<b>433</b>

<b>Nature and purpose of funds</b>						
------------------------------------	--	--	--	--	--	--

## Survivor's of Sexual Child Hood Abuse Information &amp; Resou SC028504

## Additional analysis (3)

## 6 Breakdown of restricted funds

	Survivor Scotland (49,010)	Scottish Government (4,386)	Scottish Government (11,707)		Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants		4,386	11,707		16,093	49,010
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	4,386	11,707	-	16,093	49,010
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	4,386	11,707	-	16,093	49,010
<b>Payments</b>						
Expenses for fundraising activities	487				487	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	38,631	4,386	3,777		46,694	22,235
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	50				50	
Preparation of annual accounts	80				80	
Legal costs					-	
					-	
					-	
<b>Sub total</b>	39,148	4,386	3,777	-	47,311	22,235
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	39,148	4,386	3,777	-	47,311	22,235
<b>Net receipts / (payments)</b>	(39,148)	-	7,930	-	(31,218)	26,775
<b>Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	(39,148)	-	7,930	-	(31,218)	26,775

## Nature and purpose of funds

Survivor Scotland £49,010 Fund - to be spent on SSCHAIR services  
Opening Balance of £39,148, expenditure of £39,148 - fund now closed.

Scottish Government £4,386 Fund - to be spent on service costs including rent and insurance.  
£4,386 secured in this financial year. All funds spent, fund now closed.

Scottish Government £11,707 Fund - to be spent on staff, admin and travel costs  
£11,707 secured in this financial year. Expenditure of £3,777. Remaining balance of £7,930 - agreed for underspend to be carried forward to 2017/18