

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
WESTERN ISLES CANCER CARE INITIATIVE

CIB Services
Chartered Accountants
63 Kenneth Street
Stornoway
Isle of Lewis
Western Isles
HS1 2DS

WESTERN ISLES CANCER CARE INITIATIVE

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FOR THE YEAR ENDED 31 DECEMBER 2021

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WESTERN ISLES CANCER CARE INITIATIVE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Western Isles Cancer Care Initiative in partnership with Macmillan Cancer Support, fundraising committees and local people will develop specific support, information and financial systems to relieve issues of isolation and disadvantage by improving access to information and support and reducing financial hardship for cancer patients and affected families throughout the Western Isles.

The organisation's purposes are:

- To provide support, assistance and information directly or indirectly to people affected by cancer principally, but not exclusively, in the Western Isles;
- To further and build cancer awareness, education and research; and
- To promote and influence effective care, involvement and support for people affected by cancer.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Jan 21 – March 21 – Staff continued to work part time and from home. Costs supported by Government Job Retention Scheme.

Feb 21 - £70,000 received from Macmillan Cancer Support to fund the costs of the WICCI Social Fund.

Feb 21 – Received £2000 from the CalMac Community Fund towards the costs of running therapies and treatments throughout the Western Isles.

April 21 – Staff returned to work full time, WICCI Centre reopened.

Official start of 3-year funding package from Macmillan Cancer Support for all running costs and staff costs - £215,000

May 21 – Treatments at the WICCI Centre open up again.

May 21 – Jennifer Mackenzie re-joins WICCI as Administrative Assistant

June 21 – WICCI approves 400th application to Social Fund, distributing over £220,000

Sept 21 – AGM 23rd September.

Oct 21 – Successful funding bid to the Co-op Community Fund towards the costs of therapies & treatments in the WICCI Centre and across the Western Isles.

Oct 21 – Jennifer leaves WICCI

Nov 21 – WICCI Rainbow Care Boxes launched.

Dec 21 – Successful application from Western Isles Development Trust for support to purchase energy efficient white goods – 14 individuals supported with grants of £330 each.

Dec 21 – Fundraising from Hope Blamire raised £23,722 for WICCI.

Dec 21 – Administrative assistant interviews

Achievements

121 applications supported in 2021 through the Social Fund, £60,500 distributed.

37 Care boxes distributed, over £2000 donated to the 'Gift a Box' scheme

64 individuals supported through treatments or therapies at the WICCI Centre in 2021 (on a reduced timetable due to covid restrictions).

FINANCIAL REVIEW

Principal funding sources

The charity is reliant on grant funding from Macmillan Cancer Support.

All therapies are supported by donations from the community and small grant funding.

Reserves policy

During the year the charity's incoming resources exceeded outgoing resources resulting in net income of £37,984 for the period (2020 - net income of £30,555). This represents an increase of £37,984 in restricted funds. The unrestricted general fund remains at £61 and the restricted funds have increased to £135,237.

The restricted fund represents the daily activities of the organisation.

WESTERN ISLES CANCER CARE INITIATIVE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

FUTURE PLANS

The Charity will continue the programme as outlined in the agreed operational policies between WICCI and Macmillan Cancer Support and efficiently operate the WICCI Social Fund for the benefit of those going through cancer treatment throughout the Western Isles. We also aim to continue to support those affected by cancer through providing after care support and lobbying to improve the cancer journey in the Western Isles.

Ongoing Targets:

- Continue to promote and manage the Social Fund
- Continue to promote the WICCI project using social media platforms and share support material, cancer related campaigns and information to WICCI users.
- Continue to develop and build on partnerships and relationships with other charities and agencies supporting people with cancer in the Western Isles and throughout Scotland.
- Improve and build on the relationship with the Isle of Lewis and other Western Isles Macmillan Fundraising committees to evidence the link between WICCI and fundraising for Macmillan Cancer Support.
- Continue to develop and build on the WICCI Support Centre in Stornoway and develop further outreach services to Southern Isles.
- Continue to work with therapists, counsellors and those who can support and educate people affected by cancer in the Western Isles.
- Continue to lobby on the issues relevant to those affected by cancer in the Western Isles.
- Continue to gather data on the costs of cancer to patients in the Western Isles and the financial impact of cancer diagnosis on households.
- To secure the continuation of the WICCI Project post April 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution and is constituted as a Scottish Charitable Incorporated Organisation (SCIO).

Recruitment and appointment of new trustees

- The maximum number of charity trustees is 12, minimum; 5.
- Members of the charity are eligible for election or appointment
- The board may at any time appoint any member to be a charity trustee
- The board may at any time, appoint any non-member of the organisation to be a charity trustee either on the basis that he/she has been nominated by 'a body with which the organisation has close contact in the course of its activities' or on the basis that he/she has specialist experience and/or skills which could be of assistance to the board.
- Macmillan Cancer Support will have the right to maintain in office one charity trustee for up to a term of three years.
- At each AGM, one third of the charity trustees must retire from office, in rotation - but may then be re-elected.

Organisational structure

The trustees manage the affairs of the charity through regular meetings. The charity employs a Development Manager who implements the decisions from the board and appointed an Administrative Support Officer.

Induction and training of new trustees

The charity undertakes training for trustees to ensure awareness and understanding of:

- The responsibilities of charity trustees
- The organisational structure of the charity
- The financial position of the charity
- The future plans and objectives of the charity

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The principal risks faced by the Trust lie in the operational risks from ineffective grant making and the capacity of the Trust to make effective grants.

This is mitigated by robust decision making and efficient banking procedures.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

SC047153

WESTERN ISLES CANCER CARE INITIATIVE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

Principal address

Unit 1
87 Cromwell Street
Stornoway
Isle of Lewis
HS1 2DG

Trustees

D Macleod
M Eaves
C Maciver
M Macleay
J Murray
L Macleod
I Macaulay
D Maclean
M H Macdonald
D Macdonald
A Sim – appointed 23/9/21
L Sloan – Macmillan Cancer Support representative

Independent Examiner

CIB Services
Chartered Accountants
63 Kenneth Street
Stornoway
Isle of Lewis
Western Isles
HS1 2DS

Development Manager

Helen Sandison

Approved by order of the board of trustees on and signed on its behalf by:

.....
D Macleod - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WESTERN ISLES CANCER CARE INITIATIVE

I report on the accounts for the year ended 31 December 2021 set out on pages five to eleven.

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 (as amended). 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.

Calum MacDonald
Chartered Accountant/ICAS
CIB Services
Chartered Accountants
63 Kenneth Street
Stornoway
Isle of Lewis
Western Isles
HS1 2DS

Date:

WESTERN ISLES CANCER CARE INITIATIVE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted fund £	Restricted fund £	31.12.21 Total funds £	31.12.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	47,927	47,927	8,979
Charitable activities	4	-	114,524	114,524	140,690
Charitable Activities		-	114,524	114,524	140,690
Investment income	3	-	9	9	27
Other income		-	2,894	2,894	2,891
Total		-	165,354	165,354	152,587
EXPENDITURE ON					
Charitable activities					
Charitable Activities		-	127,370	127,370	122,032
NET INCOME		-	37,984	37,984	30,555
RECONCILIATION OF FUNDS					
Total funds brought forward		61	97,253	97,314	66,759
TOTAL FUNDS CARRIED FORWARD		61	135,237	135,298	97,314

The notes form part of these financial statements

WESTERN ISLES CANCER CARE INITIATIVE

BALANCE SHEET
31 DECEMBER 2021

	Notes	Unrestricted fund £	Restricted fund £	31.12.21 Total funds £	31.12.20 Total funds £
FIXED ASSETS					
Tangible assets	10	-	4,633	4,633	7,122
CURRENT ASSETS					
Cash at bank		61	132,853	132,914	91,192
CREDITORS					
Amounts falling due within one year	11	-	(2,249)	(2,249)	(1,000)
NET CURRENT ASSETS		61	130,604	130,665	90,192
TOTAL ASSETS LESS CURRENT LIABILITIES		61	135,237	135,298	97,314
NET ASSETS		61	135,237	135,298	97,314
FUNDS	12				
Unrestricted funds				61	61
Restricted funds				135,237	97,253
TOTAL FUNDS				135,298	97,314

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

.....
D Macleod - Trustee

The notes form part of these financial statements

WESTERN ISLES CANCER CARE INITIATIVE

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention.

The accounts are prepared in sterling which is the functional currency of the charity, and are rounded to the nearest £.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from 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.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

WESTERN ISLES CANCER CARE INITIATIVE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

2. DONATIONS AND LEGACIES		31.12.21	31.12.20
		£	£
Donations		47,802	8,979
Gift aid		125	-
		<u>47,927</u>	<u>8,979</u>
3. INVESTMENT INCOME		31.12.21	31.12.20
		£	£
Deposit account interest		9	27
4. INCOME FROM CHARITABLE ACTIVITIES		31.12.21	31.12.20
		£	£
Grants	Activity	110,609	127,934
	Charitable Activities		
Job Retention Scheme Grants	Charitable Activities	3,915	12,756
		<u>114,524</u>	<u>140,690</u>
Grants received, included in the above, are as follows:			
		31.12.21	31.12.20
		£	£
Macmillan Cancer Support		108,609	118,410
Corra Foundation		-	5,524
Wood Foundation		-	4,000
Calmac		2,000	-
		<u>110,609</u>	<u>127,934</u>
5. GRANTS PAYABLE		31.12.21	31.12.20
		£	£
Charitable Activities		<u>64,476</u>	<u>58,250</u>
6. SUPPORT COSTS			Governance costs
			£
Charitable Activities			<u>1,000</u>

WESTERN ISLES CANCER CARE INITIATIVE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

8. STAFF COSTS

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

Charitable activities	31.12.21 <u>2</u>	31.12.20 <u>2</u>
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No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	8,979	8,979
Charitable activities			
Charitable Activities	-	140,690	140,690
Investment income	-	27	27
Other income	<u>-</u>	<u>2,891</u>	<u>2,891</u>
Total	-	152,587	152,587
EXPENDITURE ON			
Charitable activities			
Charitable Activities	<u>-</u>	<u>122,032</u>	<u>122,032</u>
NET INCOME	-	30,555	30,555
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>61</u>	<u>66,698</u>	<u>66,759</u>
TOTAL FUNDS CARRIED FORWARD	<u>61</u>	<u>97,253</u>	<u>97,314</u>

WESTERN ISLES CANCER CARE INITIATIVE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2021 and 31 December 2021	<u>11,545</u>	<u>720</u>	<u>12,265</u>
DEPRECIATION			
At 1 January 2021	4,618	525	5,143
Charge for year	<u>2,309</u>	<u>180</u>	<u>2,489</u>
At 31 December 2021	<u>6,927</u>	<u>705</u>	<u>7,632</u>
NET BOOK VALUE			
At 31 December 2021	<u>4,618</u>	<u>15</u>	<u>4,633</u>
At 31 December 2020	<u>6,927</u>	<u>195</u>	<u>7,122</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade creditors	1,000	-
Other creditors	<u>1,249</u>	<u>1,000</u>
	<u>2,249</u>	<u>1,000</u>

12. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	61	-	61
Restricted funds			
Restricted Fund	97,253	37,984	135,237
TOTAL FUNDS	<u>97,314</u>	<u>37,984</u>	<u>135,298</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Restricted funds			
Restricted Fund	165,354	(127,370)	37,984
TOTAL FUNDS	<u>165,354</u>	<u>(127,370)</u>	<u>37,984</u>

WESTERN ISLES CANCER CARE INITIATIVE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	61	-	61
Restricted funds			
Restricted Fund	66,698	30,555	97,253
TOTAL FUNDS	<u>66,759</u>	<u>30,555</u>	<u>97,314</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Restricted funds			
Restricted Fund	152,587	(122,032)	30,555
TOTAL FUNDS	<u>152,587</u>	<u>(122,032)</u>	<u>30,555</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

WESTERN ISLES CANCER CARE INITIATIVE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	31.12.21 £	31.12.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	47,802	8,979
Gift aid	125	-
	47,927	8,979
Investment income		
Deposit account interest	9	27
Charitable activities		
Grants	110,609	127,934
Job Retention Scheme Grants	3,915	12,756
	114,524	140,690
Other income		
Employment Allowance	2,894	2,891
Total incoming resources	165,354	152,587
EXPENDITURE		
Charitable activities		
Wages	34,036	36,388
Social security	2,894	2,891
Pensions	1,702	1,813
Insurance	463	428
Light and heat	362	679
Telephone	1,363	1,226
Postage and stationery	874	301
Advertising	1,693	-
Sundries	30	35
Rent	9,348	9,348
Travel and subsistence	191	35
Repairs and maintenance	514	369
Training	-	120
Therapists	2,407	5,721
Website	50	450
Donations	-	1,240
Professional fees	273	247
Care Box Expenses	3,205	-
Depreciation of tangible fixed assets	2,489	2,489
Grants to individuals	64,476	58,250
	126,370	122,030
Support costs		
Governance costs		
Accountancy and legal fees	1,000	2

This page does not form part of the statutory financial statements

WESTERN ISLES CANCER CARE INITIATIVE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	31.12.21	31.12.20
	<u>£</u>	<u>£</u>
Total resources expended	<u>127,370</u>	<u>122,032</u>
Net income	<u>37,984</u>	<u>30,555</u>

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This page does not form part of the statutory financial statements