

**Charity Registration No. 1011895 (England and Wales)**

**Charity Registration No. SC038601 (Scotland)**

**Company Registration No. 2717020 (Scotland)**

**THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Governors</b>	Pat Graham Peter Glover Jennifer Whinnett Rachael Delaney Anthony Green Zebunisa Ahmed Susan Weir	(Appointed 28 September 2020) (Appointed 27 May 2020) (Appointed 23 September 2021)
<b>Chief Executive Officer</b>	Jenny Miller	
<b>Secretary</b>	Fiona Harper	
Charity number (England and Wales)	1011895	
Charity number (Scotland)	SC038601	
<b>Company number</b>	2717020	
<b>Principal address</b>	Springfield House 15/16 Springfield DUNDEE DD1 4JE	
<b>Registered office</b>	31 The Oaks Heathfield England TN21 8YA	
<b>Auditor</b>	Bird Simpson & Co. 144 Nethergate Dundee DD1 4EB	
<b>Bankers</b>	The Royal Bank of Scotland Perth Chief Office 12 Dunkeld Road Perth PH1 5RB	

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# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

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# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## CHAIRMAN'S STATEMENT

**FOR THE YEAR ENDED 31 MARCH 2021**

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It is true to say that, as for most other charities, the past financial year has been one of the most challenging that PAMIS has ever experienced. Covid-19 rode a coach and horses through the heart of our organisation, our staff and the families that we support. What was so frightening was the speed at which this happened and the unexpected nature of a pandemic that no one could possibly have imagined or indeed have prepared adequately for. There were a number of major challenges for PAMIS; as an organisation, as an employer, and as a supporter of people with PMLD and their families and carers.

Jenny has outlined the organisational and financial challenges cogently and articulately in her CEO Report and how PAMIS has with dedication and determination risen to all of those challenges. I therefore do not consider it necessary to reiterate those here but as the Chair of the Board, I believe that it is essential to comment on how those obstacles were surmounted by a committed staff team and a CEO whose approach is very much to lead from the front. I was privileged to attend many meetings with Jenny and the PAMIS team over that period and to witness at first-hand how the staff pulled together to ensure that they were able to provide the best possible support to PAMIS families. This was despite their own personal challenges resulting from COVID-19.

There were so many hurdles to overcome but one of the most challenging was the change to distance working. PAMIS is an organisation whose raison d'être has always been based on face-to-face communication because of the particular needs of the PMLD community. Distressingly for all concerned, COVID-19 meant that was no longer possible for a group of people who were disproportionately hit by the pandemic and at a time when their need was greatest. As Jenny outlined, PAMIS staff rose to that challenge swiftly, proactively and with imagination and ingenuity. These efforts are immensely appreciated by PMLD families particularly when they felt abandoned by so many other organisations.

Many organisations claim to be person-centred but few will truly epitomise that claim as effectively as PAMIS. They exemplify that approach in everything that they do, whether it is providing one to one family support, meaningful activities, digital support, advocacy, friendship or making sure that the PMLD voice is relentlessly heard at the highest levels of government. They ensure that PAMIS families feel part of a community with the wellbeing of their family truly at its heart.

I am very proud to be the Chair of the Board of Governors of PAMIS and I am sure that I can speak on behalf of my fellow Board members when I say that we are full of gratitude and admiration for every single member of the PAMIS team. This pandemic year has demonstrated that PAMIS has strength, resilience, flexibility, spontaneity and a wonderful team ethic. It makes me feel very optimistic about what can be achieved in future years.



**Pat Graham**

Chairman

Dated: 09/12/21

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2021**

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The Governors present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Charities Act 2011 and "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**

PAMIS – Promoting a more inclusive society – is the only organisation that works solely for people with profound learning and multiple disabilities (PMLD) and their family carers to ensure they have access to healthy, valued and included lives. PAMIS has spent 29 years listening and working with people with PMLD and their family carers. We have built research and practice that supports this group to be included and valued within society. PAMIS is recognised nationally and internationally for the work it undertakes and has led the world in work in relation to areas such as bereavement and loss, emotional well-being, inclusive culture and leisure and as the cofounder of the changing places toilet campaign. PAMIS were 2016 winners of the prestigious GSK and Kings fund IMPACT award recognised for excellence in Innovation, Management, Partnership working, Achievement, Community Focus, and Targeting Need and continue to be members of the GSK/Kings Fund IMPACT award leadership network.

Profound means deep, it means wise, it means expert. People with PMLD and their family carers are some of the best educators that we have teaching us how to care, how to act with compassion, how to communicate, how to work as a team. Only when we bring together the expertise and knowledge of a whole team including the person with PMLD and their family carers do we begin to understand the needs of this marginalised group of people and develop ways to ensure they realise their dreams and potential.

PAMIS developed a 10-year strategy (2018-2028) that takes cognisance of this expertise and recognising that change takes consistency in message over time. The organisation has committed to build on previous work but looks to a future that will ensure that:

***Communities are developed and equipped to support people with profound learning and multiple disabilities and their family carers, to lead healthy and included lives doing things they value and choose.***

Our strategy and ongoing work support Scottish policy and ensure a human rights approach underpins all that we do. It also ensures that the principles on which PAMIS was founded and continues to operate under are met. These are:

- people with PMLD are valued both as individuals and the contribution they make to the community;
- people with PMLD should receive all the support needed to realise their full potential;
- people with PMLD have a right to a full life shaped by personal choice, abilities and needs and that this underlies all provision and policy affecting their lives;
- the knowledge and experience of family carers is recognised, and their views are fully taken into account in service development.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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Our 10-year Strategy (2018-2028) focuses on seven key strands:

- 1. Supporting Family Carers, people with PMLD and Communities:** Family carers will be supported to care for their relative with PMLD especially during times of stress such as transition into new services across the life span. PAMIS will seek to support people with PMLD and their family carers across Scotland to lead healthy, valued and inclusive lives and ensure that this support includes diverse populations from for e.g. ethnic minority groups and gypsy travellers. PAMIS will work with local communities to enable them to value, respect and include people with PMLD and their family carers.
- 2. Education and Development:** PAMIS will support communities to be inclusive through the development and provision of educational resources. Those who provide care will have the skills, knowledge and understanding to enable them to support people with PMLD to lead healthy, valued and included lives. Family carers will coproduce and deliver education to those developing and providing services and community spaces.
- 3. Influencing Policy and Practice:** Family carers will be valued for their expert contributions and empowered to coproduce policy, services and care, for people with PMLD. This will drive policy and practice to enable a culture of inclusion of all and ensure that people with PMLD and their family carers lead healthy, valued and inclusive lives.
- 4. Research and evaluation:** Research and evaluation will drive the best practice and service design to ensure people with PMLD lead healthy, valued and included lives. PAMIS will become established as a key research partner nationally and internationally in the area of people with PMLD and their family carers delivering research and evaluation that makes an impact on practice and on the lives of people with PMLD.
- 5. Developing and supporting Innovative practice:** There will be a strong focus on developing practice that considers the aspirations of people with PMLD and an increased emphasis on their lifelong learning. Practice will be developed that supports the voice of the person with PMLD and ensures they are involved in meaningful activity within their communities.
- 6. Governance and sustainability of PAMIS:** PAMIS will ensure best practice is embedded in the governance and development of the organisation. We are committed to supporting a diverse Board of Governors, ensuring our organisation is underpinned with appropriate legislative governance but also steeped in human rights and equalities values. We will continue to develop strategies to support our ongoing viability and consider the opportunities that will support income generation within the organisation.
- 7. Valuing staff and volunteers:** PAMIS will support and develop their workforce and those who volunteer for us. We will ensure that best practice in staff welfare and management is followed including healthy working lives and supporting carers' awards.

We have continued to deliver this through a range of projects and programmes, including: family support services; education and development; research and practice development; inclusive culture and leisure; campaigns; information sharing; an extensive library including the PAMIS multisensory stories; and resources to support technology enabled care. PAMIS also operates PAMIS breaks providing accessible accommodation, a mobile changing place toilet and inclusive activities that the whole family can enjoy.

The Governors have paid due regard to guidance issued by the Charity Commission and OSCR in deciding what activities the charity should undertake. All of these activities have at the core the intention to promote a more inclusive society for children, young people and adults with PMLD and their families.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### Achievements and performance CEO report

#### OVERVIEW

This has been a year quite unlike any other year in the history of PAMIS. The COVID-19 pandemic continues to dominate how we operate and engage and support children, young people and adults with a profound learning and multiple disabilities (PMLD) and their families, a group who have continued to feel forgotten, abandoned, and invisible. This has been an intense, harrowing and humbling time.

PAMIS staff, volunteers, students and consultants have risen to this challenge with commitment, compassion, passion and humility. We are indebted to their selfless hard work. Throughout the year we have also been inspired by people with PMLD and their families overcoming barriers, exclusion, isolation and joining to support each other and to contribute positively to their communities.

However, the impact of the pandemic continues to be felt and although devastating in many ways has merely shone a light on the stark inequalities that this group face every day of their lives. Lack of resources, services, equipment and support is nothing new but during a pandemic it has intensified the caring role and currently families are on their knees. This impact is currently being measured by a UK research project that specifically looks at the impact of COVID-19 on people with a learning disability and those with severe – profound learning disabilities and their family carers. It is hoped that this will influence future policy and practice.

Highlighted below is a brief overview of the activity of the organisation under each of the PAMIS strategic objectives (SO). Writing this report is always daunting as the breadth and depth of activity and innovation from such a small team is overwhelming. PAMIS reports on a quarterly basis to the Scottish Government via Inspiring Scotland and these reports provide more detail, as does our website and social media, if required.

[www.pamis.org.uk](http://www.pamis.org.uk)

[www.facebook.com/pamisscotland](https://www.facebook.com/pamisscotland) [twitter.com/PAMIS\\_Scotland](https://twitter.com/PAMIS_Scotland)

[www.facebook.com/changingplacesconsortiumscotland](https://www.facebook.com/changingplacesconsortiumscotland)

#### **Snap shot of activity/progress with PAMIS strategic objectives (SO):**

##### **SO 1 - Supporting People with PMLD, their Family Carers and Communities:**

As an organisation PAMIS set up and became a virtual support and resource within days of the first lockdown in March 2020. We very quickly established virtual and online support and connections and ensured that all families known to us were contacted by phone, via social media and through connections such as zoom. We then worked on establishing an online programme of activities that ensured people with PMLD had access to purposeful, meaningful and appropriate activity that was fun not only for them but for the whole family. <https://pamis.org.uk/services/virtual-activity-programme/> PAMIS lead Maureen Phillip who specialises in multisensory storytelling led and skillfully developed a programme that supported not only engagement, enjoyment, seasonal recognition and active movement but also for the younger families, an opportunity to evidence learning in the school curriculum. Drawing in many of the practitioners who have worked with PAMIS in delivering face to face sessions resources were quickly added to the programme including music, sensory art and craft, multisensory storytelling, multisensory activities, dance, poetry, drama and SOMA. In addition, a range of live sessions have been running every week throughout the pandemic and are open to all families of people with PMLD. These include music, art therapy, art and craft, yoga, physical activity sessions. The combination of resources and activities have reached out to over 3000 families across the UK. This programme linked with the PAMIS counselling and wellbeing project that again became virtual and enabled a broader geographical area of family carers to access these resources thanks to the additional wellbeing funding from the Scottish government combined with the ongoing support from the Robertson Trust and Agnes Hunter Trust.

When lockdown lifted we also began to explore with families the necessary precautions to be taken to open safe outdoor activity. A group of families supported our development of appropriate risk assessments and mitigation, and a top tips guide which we have shared widely. This Partnership Connections was supported through The Big lottery and CO-OP funding and also enabled us to safely deliver outside activities including Pony Axe S in several locations supported by the mobile changing places toilet – Pamiloo.

# **THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE**

## **GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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In addition family support directors continued to deliver virtual and where appropriate physical face to face support including housing and benefit applications, transitions to adult services, developing and completing digital passports, applications for funding for equipment, access to wellbeing and counselling services and support to access visits with loved ones in group and care homes. Our services were able to reach out to family carers across Scotland because of their virtual nature and through additional COVID funding. Family support services continued to run virtual friendship clubs and set up monthly evening zoom chats for family carers, offering a safe place to share issues, ideas and reduce social isolation for families, particularly through the many months of lockdown and no services.

The project A Great Day Out (Inclusive Festival and Events) with Shared Care Funding turned virtual and enabled in excess of 3,000 people to access a range of online festivals and events (further highlights can be seen in SO 5).

This year also saw the development of family led community services supported by PAMIS - The Connect Club funded by SSE Griffin Fund and Me, My Community, My Story funded by Inspiring Scotland which has supported 15 children in rural Perthshire to access the creative arts to enable them to tell their story using a variety of methods they themselves identify. This work is co-ordinated by a family carer with support from PAMIS.

Perth and Kinross Adults Art for well-being weekly sessions were funded by the local council and supported up to 10 people with PMLD and their support staff to join the group with music, art and craft sessions.

When it became safe to do so we opened the Coach House and Callum's Caravan at Haggerston Castle to provide an accessible break. Families worked with us to ensure our risk assessments made the opening as safe as possible.

The inequalities faced by the people we support were further highlighted by their lack of access to digital opportunities. For some people with PMLD virtual activities weren't appropriate but for a number they were. Cat Jamieson our digital lead ensured that we accessed funding that provided digital devices and internet access to over 70 families across PAMIS family support areas.

Our highly successful transition project in Glasgow City secured 3 years funding from January 2021 to continue a digital transition programme. The outcomes from the previous project have all been exceeded although successful destinations have been hampered by COVID-19 and limited access to adult social work. The contributions from the social work students have been instrumental to the success of the project and they still participated virtually throughout COVID-19.

### **SO 2 Education and Development**

During this year PAMIS recognised the need to support family carers in their caring role and provided practical support through educational online resources in partnership with AHP practitioners. These have included: sensory integration podcasts; communication support for people with PMLD webinar; postural care resources and online training (supported by the family carer postural champions), and PAMIS digital passport resource and online workshops. We also worked with NHS Education for Scotland to develop e-Learning resources for postural care and 2 webinars; one on moving and handling and the other on the use of the PAMIS digital passport to support postural care. The webinars were attended by over 500 people including family carers. The group of family carers continued to meet virtually to develop the postural care resources, strategy and education. Three family carers successfully completed a year of buddying and developing their skills in delivering online training to other family carers and practitioners.

We are currently developing an online course to support the use of the Imagination Toolkit a multi-sensory story resource for challenging times.

We are indebted to the various COVID-19 funding streams from Scottish Government wellbeing fund and support from NHS Education for Scotland that enabled us to deliver our courses free of charge.



# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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PAMIS remained committed to the education of the next generation of health and social care practitioners offering placement experience. This year we have moved to online virtual placements which have been remarkably successful for over 24 students including:

Occupational Therapy - Glasgow Caledonian University – 8

Physiotherapy - Glasgow Caledonian University – 3  
Robert Gordon University - 2

Social Work - Glasgow Caledonian University – 2  
Dundee University – 2  
Strathclyde University - 2

Medicine - ScotGEM – GP St Andrews – 3

Psychology - Stirling University– 2

In addition, we provided virtual lectures and input to Stirling University nursing students and Strathclyde University Clinical psychology trainees.

We were also part of the Kings Fund cascading leadership programme and provided consultancy for two leaders from other third sector organisations.

### SO 3 Influencing Policy and Practice:

PAMIS have spent the year ensuring family carer concerns were proactively fed into national and local government. There were a range of issues, many which still exist but we ensured the voices of our group and their families were heard. We utilised a range of media to hear these voices; PAMIS carer evenings, family support directors one to one contacts, PAMIS national engagement sessions and various working groups, as well as through our website and social media channels. We, as a national organisation, have met almost weekly with the Scottish Government Learning Disability team of Civil Servants to raise these issues and concerns and to ensure that the guidance is developed to support the needs of children, young people and adults with PMLD and their families. Sadly, there have been decisions and guidance that have highlighted the lack of understanding and awareness of this group and this continues to have a detrimental impact on the health and wellbeing of children, young people and adults with PMLD and of their family carers. Initially many family carers were left isolated without support, and for some this has continued. Early concerns were raised regarding the lack of people with PMLD receiving shielding letters; the appalling use of a Clinical Frailty Scale; the need for family carers to accompany their relative into hospital. As we progressed, the concerns over the lack of contact from family carers into care/residential home and supported living were raised and a paper submitted to MSPs, cross party group and the Scottish Government civil servants. We have continued to raise issues about the lack of support and day services; withdrawal of AHP services and the detrimental impact on people with PMLD; transition issues; lack of educational input and home schooling; reduction in care packages; digital exclusion; emotional and physical deterioration; acute hospital admissions and social care support requirements.

Michelle Morrison and her group of family carers have a lead role in the development of the Scottish postural care strategy which will be released in spring/summer 2021. The NHS Education for Scotland funding has supported this and enabled 5 virtual strategy consultation sessions and for Michelle's continuation of the chair of the National Postural Care Strategy group. She has worked with the information subgroup to complete resources: a booklet, poster, online resource and personal record/poster as well as supporting families to present personal stories. In addition, the Scottish Government wellbeing funding has supported the creation of short postural care films to raise awareness with families especially during the lack of services as a result of COVID-19. Our website, YouTube channel and social media have a short series of edited films including AHP roles in postural care, "a day in the life of" postural care and the importance of getting your body moving. Although not outright winners we were one of a very few shortlisted for the Alliance Self-Management project of the year award.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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PAMIS continues to support the development of Changing Places Toilets in Scotland and remains the co-chair of the UK Changing Places Toilet Consortium. In 2019, the Scottish Non-Domestic Technical Handbook was amended, and a new clause was added to ensure provision of Changing Places toilets is mandatory in larger, new public buildings. Further to this, in May 2020 changes were made so that planning applications for large, public buildings in Scotland are now required to include a Changing Places toilet. This was a breakthrough for a campaign that PAMIS instigated some 20 years ago. Family carers and PAMIS have worked ferociously to ensure that the awareness of changing places toilet is raised as this is the key to enable our families to access their communities doing the things, we all take for granted. The pandemic in many ways levelled this playing field as the general public began to realise what it was like being trapped at home. For many of our families the lack of a toilet means no one goes out for the day. The COVID-19 pandemic had a huge impact on businesses globally and has impacted on the number of registrations in 2020. However, despite the pandemic 18 facilities were registered throughout the year, this brought the total of Scottish toilets to 227, and nationally 1573. We were also kept busy with over 200 enquiries from architects and organisations wishing to install the facility. The Scottish ferry companies continue to support inclusion of this facility in the design of new ships and the CalMac consultancy project is supporting working with communities to develop local resources around the ports along the journey. This has been delayed due to COVID-19 and staff illness. PAMIS continues to have amazing support from families and campaigners across the country and our consortium partner Muscular Dystrophy UK.

We have been included on a range of Scottish Government COVID-19 groups and also continue to contribute to the various Scottish Government national advisory groups highlighted below.

- Scottish Government Keys to Life Leadership hub, providing intelligence and support for COVID-19 responses and recovery and transformational plan
- GIRFEC national group and representing this group at the Scottish Children's Strategic Forum
- Scottish Government Disabled Children and Young People (CYP) Advisory Group meetings and subgroups
- Self-Directed Support Scotland Management Committee
- COVID-19 UK research group
- SLDO roundtable re mortality research
- Attendance and contributions to the CEN (Children with Exceptional Needs) network and education modules
- Kings fund Cascading Leadership consultancy
- GSK/Kings fund Impact Award winners UK and Scottish network
- Local IJB policy and strategy groups including learning disability providers forums
- Inspiring Scotland/SG Learning Disability Portfolio
- SEN External Inclusive Panel and hosted a virtual coffee morning network/sharing event for north of Scotland
- EPAtS Scotland group
- Scottish Learning Disability Nurse leads group
- Excellence in care national group
- Scottish Learning Disability Nurse Education Group
- Co-chair UK Changing Places Toilet Consortium
- Scottish Commission for people with a Learning Disability (SCLD) Board and Evidence into Practice Panel

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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- Learning Disability Alliance
- National Involvement Network
- Scottish Postural Care strategy group - PAMIS co-chair the group
- Mental Welfare Commission for Scotland National Advisory Committee
- Scottish Learning Disabilities Observatory
- Scottish Children's Sector Strategic Forum
- Transport Scotland Accessible Travel Advisory group
- NMAHP Digital Leadership Training and Development group
- National Scottish Restraint and Reduction Network meetings
- Attendance at cross party groups on learning disability, physical disability, epilepsy, children and young people
- Session with CHAS and Kindred with Jason Leitch and families of CYP with complex needs
- Supported family carer engagement with the review of social care – 2 sessions facilitated and fed back to the Alliance, plus attendance at national events
- Scottish Government Care Home carers support group
- UNCRC – supported presentation development of voice of children and young people with PMLD to be shared with the Scottish Government committee
- UNCRPD – round table
- Scottish Government – Doing things differently – our approach to the delivery of disability assistance
- HIS / iHub

We were still able to attend and present conferences and webinars nationally and internationally thanks to virtual platforms. This year included:

- Maureen Phillip interviewed about multi-sensory stories for Kathy Brodie's Early Years TV and was awarded a life-time membership to early years TV,
- ARC Scotland, PAMIS supported their national transition survey, submitted a case study to support their findings, and presented at a webinar in November 2020.
- PAMIS chaired a session at the virtual International Conference on Integrated Care – 4 papers on supporting children and families with specific conditions
- Several families and staff fed into the Alliance platforms including Humans of Scotland and their national conference
- Edinburgh International Book Festival

Our role in involving families in national consultations has continued ensuring the views of family carers and people with PMLD are heard. These have included contributions to:

- Child Protection and safeguarding consultation
- Transitions Bill
- Consultation session with family carers re lack of service provision for young people who have gone through the transition process.
- Meeting with education Scotland colleagues to discuss issues raised about education by family carers of CYP with PMLD
- Meeting with the Scottish Government Track and Trace team to discuss the impact on people with PMLD
- Lifelong learning discussions with Dumfries College
- Meeting with MSPs regarding care home visiting and ongoing issues for families and people with PMLD
- Working with CHAS and Kindred supporting a session with Jason Leitch and families of CYP with complex needs
- Contribution to UK Government Changing Places Toilet Building Regulations consultation
- Comments on the Commissioner's report on Reducing Restrictive Intervention Report
- Adults with Incapacity Act review
- UNCRC – supported presentation to the Equalities Committee on the rights of the child as well as a session on the incorporation of the UNCRPD
- the review of Scottish Social Care

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### SO 4. Research and Evaluation

Although in lockdown for much of the year the research agenda grew, and we were still able to support family carers in their involvement in national and international research projects. We continue to sit on the Scottish Learning Disability Observatory (SLDO) steering committee and are working closely with them on a number of research projects as well as looking at the implementation of research into practice.

Our contributions to research for 2020/21 have included:

- Beat It – an investigation into the use of Behavioural Activation with people with profound and severe learning disabilities with depression/low mood. Funded by a Baily Thomas Grant, we are partners on this with University of Glasgow, SLDO, University of Lancaster;
- Dissemination of the Health Transitions for people with PMLD – Brown et al
- Application with Nicola Grove and Karen Bunning re multi-sensory storytelling and multi-sensory story sharing
- Contributing to Intervention modules aiming at supporting parent-child attachment in children with severe or profound intellectual disabilities: - PhD project at KU Leuven
- COVID-19 pandemic and disabled people study - health, well-being and social inclusion, University of Glasgow & London School of Hygiene & Tropical Medicine (LSHTM)
- UK 4 nations COVID-19 research
- Covid-19 Self-help Resources – SCLD and University of Glasgow
- SLDO Research projects including: Voices Citizens' Jury and future research proposal re research collaboration with people with LD; Oral health of adults with ID: Improving access to cancer screening among people with ID; Early mortality in children and young people with ID – supporting evidence regarding preventable death – postural care stories.
- Fiona Souter presented with Andy Hyde on the Public Inconvenience research project at the Scottish Government parliamentary event: Celebrating Disability Research on Independent Living and Learning (DRILL) in Scotland
- Fraser Of Allander investigations into the cost of caring and the impact of COVID-19

#### SO 5. Developing and supporting innovative practice

The development of our virtual resources has enabled us to provide a lifeline to both people with PMLD but also to their family and paid carers. We have adapted the activities we had originally planned before the pandemic to deliver virtually or with toolkits that families and paid carers were able to support doing them in their own environments. The inclusive virtual festivals and events programme, A Great Day Out funded by Shared Care Scotland, is one of these and has enabled an inclusive accessible virtual day out at festival such as the Wild Goose Festival in Dumfries and Galloway, a Christmas celebration and the Edinburgh Book Festival where for the first time ever people with PMLD were included as presenters - <https://learning.edbookfest.co.uk/resources/felix-after-the-rain-a-sensory-story-from-pamis/>. The Edinburgh International Book Festival also showed the collaborative approach and ability to mix multisensory media into a fabulous story from an award-winning author. Inclusion and recognition of people with PMLD was taken to another level within the arts and culture. In addition to this fabulous contribution, PAMIS families through the online art programme has had several artists with PMLD exhibiting their work as part of the national galleries programme for 2020 - <https://www.nationalgalleries.org/art-and-artists/features/2020-stories-portraits-visions>

The festivals in Dumfries and Galloway were supported by the 3 year Holywood Trust funded multi-sensory storytelling project led by Heather Molloy. This project developed the skills of a group of multi-sensory storytelling volunteers with additional support needs to deliver stories and activities to people with PMLD and their families. This group, The Arts End of Somewhere, has already made their mark by winning the SCLD Learning Disability Award 2020 for Creative Innovation and have started work on their first published multi-sensory picture book.

Our Creative Futures funding from Creative Scotland Nurture Talent Time to Shine Fund produced a video for the UNCON Festival that highlights the challenges and aspirations creatively for young people and how they have been impacted by COVID-19. This not only gathered the stories of young people within Dumfries and Galloway but nationally as the contributor representing the voices of young people with learning disabilities.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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PAMIS worked with educational psychologist Sarah Hulme, an illustrator and family carers to produce The Imagination Toolkit (Wellbeing Funded), a multi-sensory story resource for challenging times with an accompanying training course which is nearly ready to roll out.

The Multi-sensory stories shared online reached over 5,000 views in total with viewers both nationally and internationally.

The PAMIS digital passports were the winners of the Alliance Digital Innovator Self-Management Award. Cat Jamieson, as PAMIS digital lead has continued to work nationally and indeed internationally and has been sharing and supporting organisations and individuals to use the PAMIS passport template and resources. She developed a series of online resources "how to" guides but has also been available for ongoing support thanks to the Scottish Government Wellbeing funds. She has continued to promote the use of the passports and the need for digital inclusion and consideration of people with PMLD at a national level and has led on the Connecting Scotland Programme ensuring this group is digitally included.

Our discussions regarding lifelong learning for people with PMLD have been ongoing this year although the planned event in Dumfries college was unable to take place as lockdown happened. Led by family carers we have continued to evolve the plans and have established links with a number of organisations. The inclusion of this concept will also be taken forward into 2021/22 within our contributions and support to local day service reviews, ensuring that services for people with PMLD are purposeful, meaningful and enable them to continue to learn and develop.

### **SO 6. Governance and Sustainability of PAMIS**

All the work carried out in 2019/2020 in building a more sustainable future was in blink of an eye wiped out as we moved into lockdown. Our courses ceased, the inclusive accommodation shut and the Pamiloo parked up. As we moved into the summer and some lifting of restrictions, we were able to support families to access holidays and the Pamiloo provided a safe haven at outside events. We were fortunate to be successful in several COVID related funds which supported the accommodation and the Pamiloo.

We also secured funding from the Scottish Government Wellbeing Fund and Winter Fund in order to develop and adapt our training to be delivered virtually and then to deliver it free of charge to many families and staff who were working in extremely difficult circumstances.

We have continued to meet as a Board quarterly although virtually and in the early days of the pandemic we met with the finance sub-committee at least once a month as we risk managed the possible impact of the sudden loss of income. The Board are a small dedicated group who have provided practical support as well as carrying out their governance role. We have recruited further Board members seeking to cover a broader skills base.

We have spent much of the year applying for a range of funds and were relieved to have been successful in many. There have been comments about the quality of our applications and we have also established new contracts with for example NHS Education for Scotland.

We have had a reduction in some of our costs with very little travel and generous landlord office rentals. We were able to furlough one member of staff for 6 months and latterly another one for 2 months. This provided financial relief and has supported a healthier bank balance at the end of this period.

Our IT has been an issue over the reporting period, and we are still awaiting the migration from Dundee University to a new provider. We have had some issues with the IT finance system/package and have decided that we will transfer to a cloud-based accountancy tool in the new financial year – Quick Books. We will buy in external accountancy support for this transfer and on a retainer to ensure a smooth transition and also to support the team with the loss of a very long standing and valued member of the team, Kate Muir, who will retire in the next financial year.

Funding into the next year is set aside for our IT move and the purchase of new equipment for staff.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### SO 7. Valuing Staff and Volunteers.

The PAMIS staff team rose to every challenge this year and have provided a consistently high level of service and support. They are a passionate, compassionate group who have not only supported people with PMLD and their families and paid carers but also supported each other. We have as a team met daily on zoom to ensure that those who were working alone from home were accessing support and friendship as well as to ensure we were all sharing issues, solutions and ideas. We learnt together how to adapt to the virtual environment and mastered digital skills many of us hadn't dreamed we would be able to. Staff have continued to access learning and development opportunities although this has been limited by the pandemic.

It has been a challenging time both in practice but for many personally and we are indebted to the commitment and selfless approach our staff have taken, working above and beyond to ensure that people with PMLD and their family carers got the support they needed.

We know that our practice placements supported many students to complete the hours required to qualify however we are also very grateful for the contributions they have made over this year and again for them in difficult and challenging circumstances. We have learnt from them as they have from us and we hope that they will also come back and volunteer in years to come.

This year Lesley Gray our volunteer manager has developed a PAMIS volunteer strategy, working with one of her volunteers. This has further embedded the principles of valuing and supporting our volunteer workforce. She has maintained contact with volunteers even though there has been more limited opportunity to work with us. She has also recruited a diverse group of online volunteers providing a range of multi-sensory events including accordion sessions, arts and crafts, wake up shake up and support for the virtual friendship clubs. She has recruited additional Pamiloo drivers and one of our volunteers has developed a short film induction resource to further support those volunteering with the Pamiloo. She has provided references that resulted in 2 volunteers getting employment and has linked with 50+ organizations and contacts via the various online volunteering events.

As noted annually this is only a snap shot of the activity undertaken by a small organisation but one which is passionate about leading the way in ensuring that people with a profound learning and multiple disabilities and their family carers are valued and included within Scotland and beyond.

#### Family quotes:

*"PAMIS has provided me with emotional support and encouragement to help me deal with circumstances affecting my family. I feel that PAMIS is the only organisation that truly understands what life is like for people with PMLD and their carers, and focuses on trying to find ways to deal with the unique problems they face. I think that PAMIS's work ranging from access to social opportunities for people with PMLD, to its work as a voice for people with PMLD at national level is remarkable. I don't know of any other organisation who does what PAMIS do."*

*"As a family carer and member of the PMLD community I would like to thank PAMIS for all of their support both personally and digitally throughout the pandemic. They were there for us when we were abandoned by all of our services. I'd also like to thank Jenny and the PAMIS staff for championing people with PMLD and their families and making sure that our voices were heard both at national and local levels."*

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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Thank you to all of our funders this year 2020-2021. These included:

South Lanarkshire Council; North Lanarkshire Council; Aberdeenshire Council; Angus Council; Perth and Kinross Council; Dundee City Council; Fife Council; NHS Greater Glasgow and Clyde; The Robertson Trust; Inspiring Scotland; The Big Lottery; Dundee Round Table; Shared Care Scotland; Rotary Club of Cupar; Al-Maktoum College; Lottery- Awards For All; Tesco- Groundwork Fund; Alexander Moncur; Young Scot; Agnes Hunter Foundation; Holywood Trust; Souter Foundation; Stove Network; Health and Social Care Alliance; SSE Renewables; SSN; Gannochy Trust; Scottish Government; Northwood Foundation; Rotary Club Centenary Fund; Creative Scotland

Thank you to all our staff, our Board, our funders, our fundraisers, partner organisations and of course the families who have supported PAMIS through this very strange and difficult year. We hope that we all learn from what has happened throughout the pandemic and work together to build supportive, inclusive communities as we move forward.

Jenny Miller  
CEO

### Financial review

The surplus for the year of £204,935 (2020 - £12,523 ) has been taken to reserves.

Unrestricted funds were £220,803 at 31st March 2021 and were held to allow charitable expenditure to be made notwithstanding the irregular pattern of receipt of grants and donations. Of these funds the Governors have designated £43,510 towards known projects to be undertaken in the coming year. Restricted funds were £406,881 at 31st March 2021, and a detailed summary of these can be seen in note 19 to the accounts.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Governors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

This year has seen an improved balance in unrestricted and restricted funds held by the charity . The Governors have reviewed the accounts and also the budgets for this coming year and consider that the going concern basis for accounts preparation is applicable. The Governors are aware that the financial impact from COVID 19 will continue for some time yet , and as always they will continue to monitor actual results over the coming months to ensure budgets are kept to and to address any problems quickly as they arise.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### **Risk Management**

Risks within the register fall into four main categories: Governance, Operational, External and Financial. The key risks and controls are reviewed by the Finance Sub-Committee and by the senior management team on an ongoing basis and reported to the Board on a quarterly basis. Actions are identified to respond to risks to ensure that all major risks have been identified and systems or procedures put in place in respect of these. The Chief Executive and Senior Management Team review all of the risks, both emerging and retiring, between each Board Meeting. The Board are satisfied that appropriate controls are in place in relation to the risks identified in the risk register. The current five key risks remain consistent and challenging and as we leave this financial year we are still within an uncertain future in relation to the ongoing pandemic and impacts on all of us financially going forward.

### **Top five risks are:**

#### **Financial viability**

The work undertaken in the previous year in an attempt to provide a broader financial base was set aside this year due to the ceasing of training and closing of our inclusive breaks. Early in the year we developed worst case scenario forecasts and targeted funding applications to support the areas where there would be shortfalls. We have spent much of the year outward facing, developing relationships with a range of external organisations and funders, raising our profile nationally and contributing to national and UK agendas. This has resulted in an increase in successful funding applications, consultancy and research grant partnerships. We have kept our funders abreast of developments and concerns and are confident this has maintained relationships as well as raised our profile. This work will be ongoing, and we are aware that the funding future will be tough and therefore we need to maintain the level of applications as well as to grow our consultancy model. We have diversified our training to enable online courses and will continue to build our expertise as well as the range of courses on offer. We have approached the Scottish Government regarding our role in supporting the social care workforce to deliver services to people with PMLD and will continue to promote a national budget to enable us to deliver to those most needing this support free of charge. We have had limited opportunity to fundraise but hope to build on our volunteer base to support others to fundraise for us.

#### **Reduction or withdrawal of core Scottish Government funding**

This year we believe we have truly demonstrated the value of investment from the Scottish Government and have been the go-to organisation for people with PMLD and their families. We have had almost weekly contact with the Scottish Government learning disability and autism civil servant team but have also inputted into other parts of the government, particularly the children and young people directorate. Our core funding remained at the level of the previous year and we also secured additional wellbeing and winter funding to support our programmes and projects. We also received the same rate of funding for the coming year 2021/22. Our reporting continues through Inspiring Scotland to the learning disability team at the Scottish Government and we are confident that the Inspiring Scotland lead not only recognises the value of our work but also understands the unique issues of the people we support. We have ensured that we maintain relationships with cross-party MSPs and maintain our visibility within a variety of cross-party groups and through social media. We have challenged respectfully local and national government decisions on behalf of the families. This in turn has raised issues and highlighted our connectivity and commitment to the community we support.



# **THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE**

## **GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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### **Ageing and retention of highly specialised workforce**

PAMIS has developed a highly specialised workforce in terms of family support, expertise in interventions, knowledge of the group of people and specific resources. Our ability to train others is hugely reliant on the workforce we currently have who are experts in the field. COVID-19 impacted on the health of our workforce and further highlighted the issues of having such a small team. We have grown a wider base of consultants but will need to consider reserves to support the completion of a current project. We have successfully built skills in our multi-sensory storytelling team and grown staff confidence in broadening their role. We are supporting family carers who are keen to progress into employment to develop skills to deliver on aspects of our programmes including their role as educators/trainers. We are aware that there is a gap in our Human Resource expertise and have bought in consultancy HR. However, as we go forward, we want to formalise the role and have ongoing monthly HR dedicated support our workforce plans, our contracting and our policies. We need to refocus internally after a year of building external facing relationships.

### **Budgetary control and financial planning**

The issues of an aging IT system have come to the fore this year and as we go into the new year we will be moving to a new cloud-based system - Quick Books. This will mitigate for future home working and lack of access to office-based servers. We implemented a twice monthly finance sub-committee meetings early on in this reporting year as the lockdown hit and we realised that services and income generation would be cut dramatically. Our in-depth narrative within the financial reporting has meant that everyone has understood the current and future position and has enabled more communication with Board members. This ensures robust decision making, oversight of financial controls and that the management of any potential conflicts of interest remains in place. Finance reports are circulated in advance of each Board meeting and scrutinised by the Finance Committee which then reports to the Board. A scheme of delegation between the Board and the Senior Management Team is in place and reviewed annually by the Board. The Board has a policy in place concerning declarations of Governors' interests and the subsequent management of any conflicts, perceived or actual. The Board has a policy in place concerning the maintenance of reserves which is currently being reviewed to mitigate for staff sickness.

### **Information technology security and failure**

PAMIS are still receiving support for all IT from Dundee University IT department although a new supplier is being sourced for our exit from the university system. The providers will be agreed by the board and will be required to work closely with the university to ensure seamless migration. Our specification for security has been informed by Dundee University IT service, research and evidence base and support from other third sector colleagues in recommendations of prospect companies. We have recognised the lifespan of our hardware and have sourced funding to support new laptops for most staff with an ongoing replacement plan in place. We have GDPR processes in place but will review these and ensure all policies on IT security are embedded in staff training.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Plans for the Future

The pandemic continues to impact adversely on the lives of people with PMLD and their families. Our role in the coming year is to continue to amplify the voice of this hidden population and demand support to ensure that appropriate services are restored and indeed that additional resources are provided to support the devastating impact of isolation and lack of health and social care input. We will support ongoing research and service development ensuring that people with PMLD and their families are heard locally and nationally.

We will continue to share our resources and knowledge without costs to other organisations recognising that this is morally right at this current time and will therefore apply for additional funding to support our expenditure. Our commitment to supporting the education of the next generation of health and social care practitioners has never been needed more than at this moment and we will continue to support virtual practice placements.

As we are allowed, we will support people with PMLD and their families to reengage in their communities through the provision of risk assessed accessible and inclusive resources and activities. We will promote our accessible holidays and the pamiloo to ensure our families have opportunities to have fun.

We will remain flexible, responsive, supportive but willing to challenge on behalf of a group whose lives are still in the shadows.

### Structure, governance and management

The charity was incorporated as a company limited by guarantee and not having a share capital on 21 May 1992, and registered as a charity on 15 June 1992. It is governed by its Memorandum and Articles of Association.

The charity's work is predominately in Scotland, however with a registered office in England, it is required to be registered with the charity regulators in both Scotland (OSCR) and England & Wales (Charities Commission).

The Governors, who are also the directors for the purpose of company law, and who served during the year were:

Pat Graham	
Frances Cadzow	(Resigned 27 May 2020)
Peter Glover	
Jennifer Whinnett	
Rachael Delaney	
Marion McArdle	(Resigned 23 September 2021)
Anthony Green	(Appointed 28 September 2020)
Zebunisa Ahmed	(Appointed 27 May 2020)
Susan Weir	(Appointed 23 September 2021)

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## GOVERNORS' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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The Board of Governors is responsible for the governance and strategic direction of the charity. It also has responsibility for the safeguarding of staff, volunteers and beneficiaries of the organisation. The Board of Governors consists of between 6 and 10 Governors who elect a Chair and Vice Chair from amongst their number. There is no formal procedure for recruiting new Board members but there is an agreement that half of the Board should be made from family carers of children, young people and adults with PMLD. We also encourage a geographic spread. The remainder of the Board are from diverse backgrounds including legal, education, health and financial. When new Governors are necessary the skills inventory is updated, and we pursue recruitment to cover identified gaps.

No Governor has a financial interest in the organisation. New Governors receive a thorough introduction to the organisation and are invited to become actively involved in its work. The Governors meet as a Board at least four times a year.

### Board Sub-Committees

The Finance Committee is convened by a suitably experienced Governor. The Committee has delegated authority from the Board in relation to certain financial and staffing matters and make recommendations to the Board as appropriate. The Committee meets on a quarterly basis prior to Board meetings and exceptionally as required.

The Chief Executive reports to each meeting of the Board of Governors. In addition, the Board of Governors:

- Considers strategy, governance and safeguarding issues on an ongoing basis including recommendations from the Chief Executive and Senior Management Team as appropriate
- Considers financial performance on a quarterly basis including recommendations from the Finance Committee, Chief Executive and the Business and Development director as appropriate

### Chief Executive

The Chief Executive, with the support of the Senior Management Team, is responsible for the day-to-day management of the organisation's affairs and for implementing the policies agreed by the Board of Governors.

### Auditor

A resolution proposing that Bird Simpson & Co. be reappointed as auditors of the company will be put to the governors.

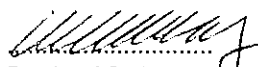
The Governors' report was approved by the Board of Governors.



**Pat Graham**

Governor

Dated: 9/12/21



**Rachael Delaney**

Governor

Dated: 9/12/2021

# **THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE**

## **STATEMENT OF GOVERNORS' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2021***

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The Governors, who are also the directors of The Profound and Multiple Impairment Service for the purpose of company law, are responsible for preparing the Governors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Governors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Governors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## INDEPENDENT AUDITOR'S REPORT

### TO THE GOVERNORS OF THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

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#### Opinion

We have audited the financial statements of The Profound and Multiple Impairment Service (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Governors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Governors with respect to going concern are described in the relevant sections of this report.

#### Other Information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Governors are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE GOVERNORS OF THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Governors' report; or
- sufficient and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of Governors**

As explained more fully in the statement of Governors' responsibilities, the Governors, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Governors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Governors are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE GOVERNORS OF THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

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#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Allison Wilson*  
*for Bird Simpson & Co*

**Allison Wilson (Senior Statutory Auditor)**  
**for and on behalf of Bird Simpson & Co.**

*10th December 2021*

**Chartered Accountants**  
**Statutory Auditor**

144 Nethergate  
Dundee  
DD1 4EB

Bird Simpson & Co. is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

### Current financial year

		Unrestricted funds	Unrestricted funds designated	Restricted funds	Total	Total
	Notes	2021 £	2021 £	2021 £	2021 £	2020 £
<b>Income from:</b>						
Voluntary income	2	241,635	-	20,835	262,470	226,937
Charitable activities	3	41,202	-	633,847	675,049	513,047
Other trading activities	4	21	-	-	21	10,659
Investments	5	200	-	-	200	840
<b>Total income</b>		<u>283,058</u>	<u>-</u>	<u>654,682</u>	<u>937,740</u>	<u>751,483</u>
<b>Expenditure on:</b>						
Raising funds	6	<u>75,287</u>	<u>-</u>	<u>-</u>	<u>75,287</u>	<u>103,106</u>
Charitable activities	7	<u>177,094</u>	<u>-</u>	<u>480,424</u>	<u>657,518</u>	<u>635,854</u>
<b>Total resources expended</b>		<u>252,381</u>	<u>-</u>	<u>480,424</u>	<u>732,805</u>	<u>738,960</u>
<b>Net incoming resources before transfers</b>		30,677	-	174,258	204,935	12,523
Gross transfers between funds	12	<u>21,695</u>	<u>43,510</u>	<u>(65,205)</u>	<u>-</u>	<u>-</u>
<b>Net income for the year/ Net movement in funds</b>		52,372	43,510	109,053	204,935	12,523
Fund balances at 1 April 2020		<u>124,921</u>	<u>-</u>	<u>297,828</u>	<u>422,749</u>	<u>410,226</u>
<b>Fund balances at 31 March 2021</b>		<u>177,293</u>	<u>43,510</u>	<u>406,881</u>	<u>627,684</u>	<u>422,749</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Prior financial year

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes			
<b><u>Income from:</u></b>				
Voluntary income	2	200,057	26,880	226,937
Charitable activities	3	11,250	501,797	513,047
Other trading activities	4	10,659	-	10,659
Investments	5	840	-	840
<b>Total income</b>		<b>222,806</b>	<b>528,677</b>	<b>751,483</b>
<b><u>Expenditure on:</u></b>				
Raising funds	6	103,106	-	103,106
Charitable activities	7	105,575	530,279	635,854
<b>Total resources expended</b>		<b>208,681</b>	<b>530,279</b>	<b>738,960</b>
<b>Net incoming resources before transfers</b>		<b>14,125</b>	<b>(1,602)</b>	<b>12,523</b>
Gross transfers between funds	12	31,686	(31,686)	-
<b>Net income for the year/ Net movement in funds</b>		<b>45,811</b>	<b>(33,288)</b>	<b>12,523</b>
Fund balances at 1 April 2019		79,110	331,116	410,226
<b>Fund balances at 31 March 2020</b>		<b>124,921</b>	<b>297,828</b>	<b>422,749</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	13		27,581		36,775
<b>Current assets</b>					
Stocks	14	4,680		4,680	
Debtors	15	25,020		44,941	
Cash at bank and in hand		618,273		381,401	
		<u>647,973</u>		<u>431,022</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(47,870)</u>		<u>(45,048)</u>	
Net current assets			600,103		385,974
<b>Total assets less current liabilities</b>			<u>627,684</u>		<u>422,749</u>
<b>Income funds</b>					
Restricted funds	19		406,881		297,828
<u>Unrestricted funds</u>					
Designated funds	20	43,510		-	
General unrestricted funds		<u>177,293</u>		<u>124,921</u>	
			220,803		124,921
			<u>627,684</u>		<u>422,749</u>

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## BALANCE SHEET (CONTINUED)

**AS AT 31 MARCH 2021**

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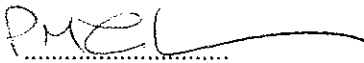
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021, although an audit has been carried out under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

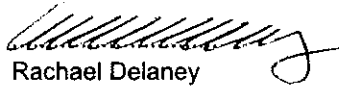
The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Governors on 09/12/21



Pat Graham  
Trustee



Rachael Delaney  
Trustee

**Company Registration No. 2717020**

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	23		236,672		26,492
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(1,033)	
Investment income received		200		840	
<b>Net cash generated from/(used in) investing activities</b>			200		(193)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			236,872		26,299
Cash and cash equivalents at beginning of year			381,401		355,102
<b>Cash and cash equivalents at end of year</b>			618,273		381,401

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2021**

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### **1 Accounting policies**

#### **Charity information**

The Profound and Multiple Impairment Service is a private company limited by guarantee incorporated in Scotland. The registered office is 31 The Oaks, Heathfield, TN21 8YA, England.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Governors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Governors continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Governors in furtherance of their charitable objectives.

Restricted Funds are subject to specific conditions which are declared by the donor. Governors' must spend these funds in accordance with the instructions but still within the objectives of the charity.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

---

### **1 Accounting policies**

**(Continued)**

#### **1.5 Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT, and is reported as part of the expenditure to which it relates.

Costs of generating funds are costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis. Staff costs which are attributable to more than one activity are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities. Currently, the salaries of the Director, Finance Officer and Secretary have been apportioned across the activities in accordance with an estimate of their time spent on those activities.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Caravan & Pamiloo	25% reducing balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### **1.8 Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### **1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### **1.12 Taxation**

PAMIS is accepted as a charity by the Board of the Inland Revenue and consequently relief is given under S.505 T.A. 1988 to exempt it from the Payment of Corporation Tax.

#### **1.13 Constitution**

The Profound and Multiple Impairment Service (PAMIS) is a company limited by guarantee subject to the provisions of the Companies Act 2006. The directors are known as governors. It is also a charity registered with the Charity Commission in England, and also with effect from 27th August 2007 registered with the Office of the Scottish Charity Regulator.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

### 2 Voluntary Income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and gifts	7,085	5,594	12,679	15,057	15,780	30,837
Government and other grants	232,590	15,241	247,831	185,000	11,100	196,100
Sponsorship	1,960	-	1,960	-	-	-
	<u>241,635</u>	<u>20,835</u>	<u>262,470</u>	<u>200,057</u>	<u>26,880</u>	<u>226,937</u>

### 3 Charitable activities

	Provision of services & activities 2021 £	Provision of services & activities 2020 £
Sales within charitable activities	30,244	43,523
Services provided under contract	350,953	204,875
Performance related grants	293,852	264,649
	<u>675,049</u>	<u>513,047</u>
Analysis by fund		
Unrestricted funds	41,202	11,250
Restricted funds	633,847	501,797
	<u>675,049</u>	<u>513,047</u>



# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	-	10,659
Dew sales	21	-
Other trading activities	21	10,659

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	200	840

### 6 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Costs of generating voluntary income</u>		
IT services & support	326	15,696
Staging fundraising events	-	5,748
Office & Advertising	1,314	6,776
Other core costs	-	9,339
Staff costs	70,891	63,513
Costs of generating voluntary income	72,531	101,072
<u>Trading costs</u>		
Dew purchases	336	-
Support costs	2,420	2,034
Trading costs	2,756	2,034
	75,287	103,106

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

### 7 Charitable activities

	Services and activities 2021 £	Services and activities 2020 £
Staff costs	465,442	426,595
Depreciation and impairment	9,194	12,259
Staff travel costs	2,451	14,271
Staff training and conferences	-	1,329
Rent, rates & office equipment	13,534	15,537
Subscriptions	1,987	2,636
Computer costs	1,133	556
Post, stationery & advertising	4,341	3,839
Sundries & other costs	201	518
Volunteer expenses	678	778
Hire of venues	750	1,729
Catering costs	229	1,287
Tutor fees & travel costs	37,447	10,231
Workshop materials	5,420	7,696
Pamiloo running costs	2,273	5,900
Caravan costs	5,351	1,699
Project activity costs	2,842	33,916
Coach house costs	32,145	21,426
Training courses	-	14,073
Consultancy fees	5,045	-
	<u>590,463</u>	<u>576,275</u>
Grant funding of activities (see note 8)	700	-
Share of support and governance costs (see note 9)	66,355	59,579
	<u>657,518</u>	<u>635,854</u>
<b>Analysis by fund</b>		
Unrestricted funds	177,094	105,575
Restricted funds	480,424	530,279
	<u>657,518</u>	<u>635,854</u>

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 8 Grants payable

	Services and activities 2021 £	2020 £
Grants to institutions:		
Grants to individuals (2 grants)	700	-
	<u>700</u>	<u>-</u>

### 9 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Staff costs	57,135	-	57,135	52,919	-	52,919
Audit services	-	4,500	4,500	-	6,000	6,000
Accountancy & payroll	7,140	-	7,140	2,694	-	2,694
	<u>64,275</u>	<u>4,500</u>	<u>68,775</u>	<u>2,694</u>	<u>6,000</u>	<u>61,613</u>
Analysed between						
Trading	2,420	-	2,420	2,034	-	2,034
Charitable activities	61,855	4,500	66,355	660	6,000	59,579
	<u>64,275</u>	<u>4,500</u>	<u>68,775</u>	<u>2,694</u>	<u>6,000</u>	<u>61,613</u>

### 10 Governors

There were no travel expenses reimbursed to governors, during the year (2020 £151).

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Raising funds	2	2
Support & Governance	2	2
Charitable activities	14	14
	<u>18</u>	<u>18</u>

#### Employment costs

	2021 £	2020 £
Wages and salaries	533,672	477,902
Social security costs	50,688	45,541
Other pension costs	19,108	19,584
	<u>603,468</u>	<u>543,027</u>

The staff numbers above represent proportionate allocation of staff members time. The number of staff allocated to Raising Funds and Support & Governance represents the proportionate time of five members of staff.

The allocation of staff costs across the accounting headings has been reassessed to give a better reflection of time spent on each area and the comparative figures have also been amended to reflect this.

There were no employees whose annual remuneration was £60,000 or more.

### 12 Transfers

Included in transfers between unrestricted and restricted funds is a management charge of £48,205. This has been charged to Family Support Services, Supporting Inclusive Festivals project, Alliance Postural Care project, Heritage Lottery - Intellectual Access Multisensory Storytelling project, Digital Transitions, Counselling and Inspiring Scotland Creative projects.

There was also a transfer of £17,000 from the Legacy Fund to PAMIS Breaks to cover some of the coach house renovations and staff costs.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 13 Tangible fixed assets

	Caravan & Pamloo £
<b>Cost</b>	
At 1 April 2020	74,959
At 31 March 2021	74,959
<b>Depreciation and impairment</b>	
At 1 April 2020	38,184
Depreciation charged in the year	9,194
At 31 March 2021	47,378
<b>Carrying amount</b>	
At 31 March 2021	27,581
At 31 March 2020	36,775

### 14 Stocks

	2021 £	2020 £
Finished goods and goods for resale	4,680	4,680

### 15 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	193	-
Prepayments and accrued income	24,827	44,941
	25,020	44,941

### 16 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		-	13,978
Deferred income	17	11,000	3,919
Trade creditors		-	485
Accruals		36,870	26,666
		47,870	45,048

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 17 Deferred income

	2021 £	2020 £
Other deferred income	11,000	3,919

#### 18 Retirement benefit schemes

##### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. PAMIS also contributes separately into the Directors pension scheme with Standard Life. This is a defined contribution scheme.

Employer contributions for the year ended 31st March 2021 were £18,654 (2020 - £19,584).

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2019 £	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Balance at 31 March 2021 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £	
Supporting Carers, People with PMLD & Communities	39,776	380,655	(318,530)	(17,332)	84,569	422,353	(301,126)	(39,260)	166,536
Education & Development	30,871	75,361	(56,556)	(2,060)	47,616	86,959	(65,651)	(1,403)	67,521
Influencing Policy & Practice	73,121	25,586	(57,936)	-	40,771	28,525	(29,213)	-	40,083
Developing & Supporting Innovative Practice	64,947	47,075	(75,831)	(12,294)	23,897	116,845	(84,434)	(7,542)	48,766
Governance and Sustainability	122,401	-	(21,426)	-	100,975	-	-	(17,000)	83,975
	331,116	528,677	(530,279)	(31,686)	297,828	654,682	(480,424)	(65,205)	406,881

The charity has many restricted funds and they have been grouped together above in alignment to our strategic objectives. More information on the underlying activities within each objective is supplied within the content of the governor's report.

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			
	Incoming resources	Balance at 1 April 2020	Transfers	Balance at 31 March 2021
	£	£	£	£
IT upgrade	-	-	7,986	7,986
Consultancy Services	-	-	35,524	35,524
	<u>-</u>	<u>-</u>	<u>43,510</u>	<u>43,510</u>

The above funds have been designated for the purpose of two projects to be carried out over the next 12-18 months. This first is the upgrade to IT equipment. The second designated fund is wide ranging and covers consultancy work that will be needed to support ongoing projects.



# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

21	Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted funds		Total		Unrestricted funds		Restricted funds		Total	
		2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£
	Fund balances at 31 March 2021 are represented by:														
	Tangible assets	12,796		-		14,785		27,581		17,062		19,713		36,775	
	Current assets/(liabilities)	164,497		43,510		392,096		600,103		107,859		278,115		385,974	
		177,293		43,510		406,881		627,684		124,921		297,828		422,749	

# THE PROFOUND AND MULTIPLE IMPAIRMENT SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 22 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	57,862	49,520

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Payment for postural care services delivered by 2 trustees £1,500.

The services were acquired under the normal procedures of the charity for this type of work.

### 23 Cash generated from operations

	2021 £	2020 £
Surplus for the year	204,935	12,523
Adjustments for:		
Investment income recognised in statement of financial activities	(200)	(840)
Depreciation and impairment of tangible fixed assets	9,194	12,259
Movements in working capital:		
(Increase)/decrease in stocks	-	1,320
Decrease/(increase) in debtors	19,921	(20,726)
(Decrease)/increase in creditors	(4,259)	18,037
Increase in deferred income	7,081	3,919
<b>Cash generated from operations</b>	<b>236,672</b>	<b>26,492</b>

### 24 Analysis of changes in net funds

The charity had no debt during the year.