



Lothian Community Health Initiatives' Forum
(SCIO)

Charity Trustees Report and Accounts

31st March 2018
Charity # SC023808

Charity Trustees Report

Year ended 31st March 2018

Form and purpose of the charity

Lothian Community Health Initiatives' Forum (SCIO) was founded by a constitution dated 16th April 2014. The organisation has been recognised as a Scottish Charitable Incorporated Organisation (SCIO) by OSCR and is generally exempt from taxation.

The charity's main objective is to advance education and community development and to preserve and protect the good health of the people living in the Lothians by bringing together in association community based health initiatives.

Membership is open to any individual aged 18 and over responsible for an organisation in the Lothians which has clientele status and whose main objectives are the advancement of health using a community development approach.

The members elect the Board of Charity Trustees at every annual meeting. They administer the charity. Its principle address is Canaan Park, Astley Ainslie Hospital, 133 Grange Road, Edinburgh, EH4 2HL. The charity trustees are Fiona Cross, Charlie Cumming, Maruska Greenwood, Iain Stewart and Catriona Windle. The day to day running of the Forum is delegated to its strategic development manager, Stephanie-Anne Harris.

As a SCIO the members have no liability for the debts of the organisation.

Chairpersons Message

The Forum continues to go from strength to strength under the management of Stephanie-Anne and Grace who have both embraced their work with enthusiasm and commitment and have given the Forum a refresh over the past few months. This past year, funding has been at the forefront of all of our minds as the IJB undertook a review of the Health Inequalities Grants. Thankfully, Stephanie-Anne was asked to join the Grants Steering group on behalf of the Forum so she has been very involved in the co-production of the new scheme. This has been and will continue to be, a huge amount of work, but leaves the Forum members with a good understanding of the changes ahead.

The role of the Forum has probably never been as crucial as it is now and maintaining and strengthening at strategic level is vitally important. Our partnership work with EVOC has increased and I now represent the Forum on their 3rd Sector interface Group. I would like to take this opportunity of thanking Suzanne Lowden, Sarah Bryson and Liz Simpson; all of whom continue to support Forum members and advocate for addressing health inequalities across the city.

Lothian Community Health Initiatives' Forum (SCIO)

Review of activities

The year 17/18 has seen the Forum continue to meet on a monthly basis to discuss issues of concerns as well as hearing from a variety of guest speakers. A new training programme was launched with some courses being delivered in partnership with Edinburgh Leisure.

Time has also been devoted to ensuring Forum members were fully up to speed with the Health and Social Care Grants review which commenced in autumn 2017. With Stephanie-Anne being a member of the IJB's Strategic Planning Group, the Forum is now well placed to influence the strategic direction of the IJB, particularly in the areas of Older People and Primary Care, with Stephanie-Anne being on the Reference Groups for the Development of the Strategic Commissioning Plans.

Work at locality level continues to be developed with Grace in particular attending locality meetings and meeting regularly with members to provide support.

Work started on a new website and branding for the Forum including a name change which will be formally endorsed at the AGM. Outcome Focus were commissioned to develop outcomes maps for the Forum which could be used to evidence the work of the Forum and its members in addressing health inequalities.

In term of Finance, the Forum continues to receive its core grant, although £20k of this was not received until June 2018. An additional grant was received from NHS Lothian specifically for training and capacity building.

Lothian Community Health Initiatives' Forum (SCIO)

Accounts

The charity trustees submit the accounts for the year ended 31st March 2018. The comparative figures cover the year ended 31st March 2017.

The Charity Trustees consider the financial position of the SCIO to be satisfactory. The results are set out in the accounts. It is the policy to retain at least 3 months expenditure as unrestricted reserves. The aim was achieved at 31st March 2018.

The charity also did not receive a grant of £20,000 relating to 2017/18 until after 31st March 2018. This will be dealt with in the 2018/19 accounts


During the year a further grant was received for training; money was spent and the balance carried forward in a restricted fund.

Independent Examiner

Mr AW Scotland has been appointed as Independent Examiner by the Trustees. A resolution to reappoint him will be put to the Annual General meeting.

Accounts

BY ORDER OF THE CHARITY TRUSTEES



Director

28th August 2018

Lothian Community Health Initiatives' Forum (SCIO)

Independent Examiner's Report to Lothian Community Health Initiatives' Forum (SCIO) on the accounts of the charity for the year ended 31st March 2018 set out in pages 4 to 6.

Respective Responsibilities of the Trustees and Examiner

The Charity trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Account (Scotland) Regulations 2006. The Charity trustees consider that the audit requirements of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seek explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

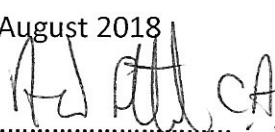
Independent Examiner's Statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in any material respect the requirements:
 - a. to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - b. to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulationhave not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A.W. Scotland CA
10 Craighall Crescent
Edinburgh
EH6 4RY

Date: 28th August 2018


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Lothian Community Health Initiatives' Forum (SCIO)

Income and expenditure account and statement of financial affairs for the year ended 31st March 2018

2017	2018			
Total	Income	Unrestricted funds	Restricted Funds	Total
£		£	£	£
48235	Grant, NHS Lothian Core	28,235.00	10,000.00	38,235.00
11125	Grant, Health Inequalities Fund			
59360		28,235.00	10,000.00	38,235.00
2017	2018			
Total	Expenditure	Unrestricted funds	Restricted funds	Total
£		£	£	£
36489.14	Employment costs, Salaries	31,086.14		31,086.14
84.02	National Insurance			0.00
2138.16	Pension	1,957.94		1,957.94
300	Recruitment Costs	400.00		400.00
519.84	Salary processing charges	536.76		536.76
<u>39531.16</u>		<u>33,980.84</u>		<u>33,980.84</u>
2463.98	Travel and function expenses	598.82		598.82
323.66	Insurance	374.52		374.52
4467.62	Workshops and training		4,892.39	4,892.39
240	Website	528.00		528.00
99.64	Office expenses and equipment	1,519.42		1,519.42
<u>447126.06</u>		<u>37,001.60</u>	<u>4,892.39</u>	41,893.99
	Governance costs			0.00
200	Fees of the Independent Examiner	200.00		200.00
<u>41326.06</u>	Total resources expended	<u>37,201.60</u>	<u>4,892.39</u>	42,093.99
12033.94	Debit of income and expenditure for year	(8966.60)	5107.61	(3,858.99)
	Funds brought forward	42,989.98	13,314.78	56,304.76
	Funds carried forward at 31st March 2018	34,023.38	18.422.39	52,445.77

Lothian Community Health Initiatives' Forum (SCIO)

Balance sheet as at 31st March 2018

2017		2018
£		£
57888.04	Current assets (Bank)	53631.39
57888.04		53631.39
1583.28	Less current liabilities (creditors, amounts falling due within one year, accruals)	1185.62
56304.76		52445.77
	Represented by:	
42989.98	Unrestricted funds	34023.38
13314.78	Restricted funds	18422.39
56304.76		52445.77

These accounts were approved by the Executive Committee on 28th August 2018 and signed on behalf by:

Iain R Stewart

Lothian Community Health Initiatives' Forum (SCIO)

Notes to the Accounts

Accounting Convention

The accounts are prepared under the historical cost convention.

Accounting Policies

The Accounts are prepared in accordance with Statement of Recommended Practice Number 2 – Accounting for Charities, effective January 2015 and the Financial Reporting Standard for Smaller Enterprises (effective 2015). No separate Statement of Financial Activities has been prepared as this is the same as the Income and Expenditure account.

Income is credited as it is received. Expenditure is charged as it is incurred. A separate grant has been received to provide training and it is held in a restricted fund.

Executive Committee Members and Employees

The Executive Committee Members received no remuneration during the period. There was an average of two employees during the year. No Executive Committee member was reimbursed for travel expenses. Contributions to personal pension schemes were made during the period on behalf of 2 employees.

Period of Accounts

The accounts cover the year ended 31st March 2018. The comparative figures cover the year ended 31st March 2017.

Funds

A grant for training and support hours has been received by the charity. During the year a further grant has been received, money has been spent and the balance carried forward in a restricted fund.

A grant for 2017/18 for unrestricted funds of £20,000 was not received until after 31st March 2018. This grant will be dealt with in the 2018/19 accounts.