

ENGAGE
RENEW SHIRE

Annual Report

2013/2014



A word from the Chair

I am delighted to present the annual report for 2013/14 which sets out for the members of Engage Renfrewshire some of our significant achievements over this period.

It has been another successful year, with many important advances in all areas of our work – volunteering, community engagement, social enterprise and community planning. Our services continue to develop and we are committed to further improving them.

Building on the success of last year, the directors of Engage Renfrewshire believe it is important to embrace the financial and operational challenges the sector operates within and to move forward into new areas of work. At the same time, it is important that we continue to deliver the most effective services possible and in the next twelve months we will challenge all within the organisation to closely examine the impacts and efficiency of the company.

As we move into our fourth year of operation we are confident that we can match and perhaps even improve on the success of the last year. 2013/14 was an outstanding year for Engage Renfrewshire with the work undertaken by the company being recognised as examples of 'best practice' both locally and nationally with many other local authority areas engaging with our organisation to gather information on our operational approach.

In concluding my remarks, on behalf of my fellow directors, I must pay tribute to all our staff for their hard work, commitment, enthusiasm and achievements over the past year. I would also like to extend our thanks to the many volunteers and members who have supported the work of the company and who make a significant contribution to their communities.

Allan Dick

Chair of the board, Engage Renfrewshire

Information sessions
undertaken across
Renfrewshire

261



Introduction from the Chief Executive

Hello – and many thanks for attending this year's AGM.

Engage Renfrewshire is committed to developing a strong, diverse and influential community and voluntary sector in Renfrewshire. During this year, we have seen the launch of a new community plan for Renfrewshire which for the first time includes the theme 'Empowering Our Communities'. Engage Renfrewshire has established 'Renfrewshire's Forum for Empowering Communities' to act as the partnership board for this important part of the community plan. I would like to thank all of those participating within the Forum for giving their time, enthusiasm and experience to this matter.

The Forum is now working hard to ensure that the outcomes and actions of each planning board are communicated to third sector organisations in Renfrewshire. The Forum is also looking to capture the contribution that third sector activities make to the aims of the community plan and to develop additional activity which would target other areas of need.

A significant objective for the Forum is ensuring that the contribution of the third sector in delivering improvements in Renfrewshire is recognised. This will make the work of the third sector in Renfrewshire stronger, more visible and more sustainable. It is a challenge to be embraced that in the future a greater number of services and activities should be planned and delivered jointly between public sector bodies and local third sector organisations.

The involvement of local people in planning and managing services wherever possible is a key aim for the Renfrewshire Community Planning Partnership. All of us within Engage Renfrewshire are dedicated to working with our partners to engage our communities, local organisations and volunteering groups in decision-making and shaping services.

The performance of the company this year shows a range of areas of success including an increase in registered volunteers, a rise in the number of local agencies contracting support from our financial services, great outcomes from our local third sector training initiatives and a significantly improved local focus on social enterprise. We now have more than 300 members – and we remain committed to engaging with our members about future service developments.

Contd.

Small Funding Support, over

£550k



As always it is important that we look to areas for improvements and we continue to work hard at making our services as efficient and innovative as possible. Our efforts to promote continuous improvement are particularly important to us – especially when working in collaboration with our members and partners.

I would like to take this opportunity to thank the members of the company's board of directors. Without their support, enthusiasm and commitment the work undertaken in the last year would not have been possible. I would like also to note my personal thanks to all of the volunteers who have supported the work of the company throughout the year.

In concluding, I would note that we are very grateful for the continued support of our funders.

Alan McNiven

Chief Executive, Engage Renfrewshire

 @AlanMcNiven1

 alanmcatengage.wordpress.com



Introduction

Engage Renfrewshire is Renfrewshire's Third Sector Interface (TSI). TSIs aim to provide a single point of access for support and advice for the third sector within each local authority area across Scotland. TSIs are charged with providing cohesive representation of the third sector with clear links to community planning partnerships and Single Outcome Agreements.

Engage Renfrewshire was developed through a merger in April 2011 and was shaped in response to the Scottish Government's Third Sector Action Plan. Since then the company has set out to promote the local third sector and establish itself as a key contact for community action, volunteering and social enterprise in Renfrewshire. The company works with a diverse range of groups and organisations to help make a real difference to the lives of people in the Renfrewshire area. It aims to offer a diverse set of services and tailored support wherever it is required.

Engage provides payroll and financial services which this year supported 60 individual clients and 17 organisations. By working closely with each individual who seeks the support of the payroll service, the company aims to remove the worries, anxieties and complications that may be felt by any employer. The service helps individuals who are managing their own care by removing the difficulties around their support needs. Engage Renfrewshire's payroll services were shortlisted for the Health and Social Care Alliance Scotland Self-Management Awards 2013 in the category of 'Best Self-Management Project of the Year'.

Members Supported
in 2013/14

282



New Developments

National Third Sector Getting it Right for Every Child (GIRFEC)

Project – Renfrewshire is a pilot CPP demonstration area for the National Third Sector GIRFEC Project which is an ambitious and unique partnership between a core group of organisations Barnardo's Scotland, Voluntary Action Scotland and the Improvement Service. The chief executive of Engage acts as the chair for the Renfrewshire meetings and the company is providing accommodation for officers from the programme as they engage with our members to carry out self-evaluation on how the local services contribute to GIRFEC. The chief executive is also 'fronting' a blog for Barnardo's on the roll-out of the programme.

Family Support Public Social Partnership – Engage Renfrewshire is managing the governance of a family support PSP which supports organisations that are designing services in the Johnstone area.

Engage Renfrewshire have supported the development of the **St Mirren FC Community Trust Charity** (formed in September 2103). The charity's first purpose will be to engage the local community. Where possible the charity will seek to access funding which is focused on improving and benefitting people affected by poverty, unemployment, or related health issues. Although mainly focused on engagement and sports, the charity will promote activities that affect the local community, particularly in relation to community safety, welfare reform, mental health and physical fitness.



Saltire Award
Certificates Issued

410

Management of 'Saltire' – The company manages in Renfrewshire the enrolment, promotion, monitoring and certification of the Saltire Awards, the national youth volunteering programme. This role includes engagement and promotion with many of Renfrewshire schools who operate the scheme.

In the last year Engage Renfrewshire also supported:

- Renfrewshire's Poverty Commission
- Renfrew West steering Group
- Renfrewshire Change Fund implementation
- Diversity and Equality Alliance Renfrewshire
- Public protection communication sub-group

The company also supported the management, coordination and volunteering development of Renfrewshire Street Stuff.



New Registered
Volunteers

1006

Volunteering

The company promotes volunteering and support volunteers. Volunteers play a key role in local life with people using their free time to make a difference.

- Expressions of interest in Volunteering received – 902
- Number of new volunteers registered – 1006 (1649 Total)
- Delivered a volunteering policy - 'Engaging Volunteers: Recruitment, Management and Retention'
- Delivered talks on the benefits of volunteering at local ~ secondary schools
- Supported Renfrewshire Council's volunteering policy - Your Time to Give
- Assisted with the University of the West of Scotland's freshers' week highlighting volunteering and its benefits.



Supporting the Sector – Finance!

Payroll Services

- 60 Individual Clients who employ 114 staff
- 17 Organisations who employ 68 staff
- Approximately £1.765 million pay per annum

Accountancy Services

- Providing accountancy - two Childcare charities employing 117 staff
- All financial transactions managed by Engage
- Annual transactions of £2.2million per annum

Social Enterprise Development

Engage Renfrewshire supported the delivery of enterprise activity across the Third Sector in Renfrewshire. Support Included:

- 32 groups made aware of social enterprise as a business model
- Community Planning Partnership strategy
- Funding
- Human resource and employment information
- Advice on legal structures and set-up
- One memorial trust set up
- Five network events hosted, representing 22 groups
- Senscot and Senscot Legal overview of services and Kibbleworks (open discussion session)
- Renfrewshire Council asset transfer

Payroll and financial transactions managed on behalf of local third sector members

**£4
million**



Community and Voluntary Organisations

On-going support offered to our 282 members to develop a strong Third Sector:

- We offered training on: PVG training; committee skills; policies; first aid; equalities recognition; team building; PQASSO delivery; social media training; board of directors; governance; book-keeping; gift aid; leadership and management; monitoring and evaluation
- Supported over £550,000 of successful small funding awards
- 'Open sessions' to encourage input to appropriate consultative processes (e.g. local Welfare Reform developments, Community Empowerment and Renewal Bill, etc.)
- In the last year undertook 261 information sessions across Renfrewshire
- Supported agencies to prepare for potential acquisitions and or asset transfers
- Supported the Renfrew West 'Our Place' programme
- 11 community groups and third sector organisations attended funding tool-kit information sessions
- Worked in partnership with community groups regarding implementing the diversity and equality agenda
- Assisted the IT department of University of West of Scotland to place students with local community groups and voluntary organisations as part of their course work



Other services operating from our premises at 10 Falcon Crescent, Ferguslie Park, Paisley.

The Scottish Football Association - West Region

- Training and development courses for volunteers and professional staff
- Information on clubs for accreditation, development and business support
- Information about opportunities for players and local community members
- Signposting and guidance for local community groups
- Support and advice for football-related queries

Contact 0141 840 5257 or west@scottishfa.co.uk for more information



West College Scotland

- Essential Skills Courses
- Communication Courses
- Numeracy Courses
- IT Courses

Contact 0141 842 1015 or kathleen.brown@wcs.ac.uk for more information



Renfrewshire Access Panel

- Access audits
- Advice and information on benefits and welfare reform
- Disability equality training
- Disability awareness training
- Access audit training
- Basic computer skills training
- Health, heart and chest pain training
- Advice on aids and adaptations
- Advice on accessibility

Contact 07747 036028 or renfrewshireaccesspanel@hotmail.com for more information



Community Planning

Building the relationship with community planning

There are six Community Plan themes in Renfrewshire:

- Children and Young People
- Jobs and the Economy
- Community Care, Health and Well-being
- A Safer and Stronger Renfrewshire
- Greener Renfrewshire
- Empowering Our Communities

Each theme is managed by a partnership board – in the case of the Empowering Our Communities theme, Engage Renfrewshire has established the Renfrewshire Forum for Empowering Communities to act as the partnership board. The company provides support and attendance to all of the boards and coordinates the Empowering Our Communities theme. The Forum deploys a member to attend each of the five other CPP thematic board meetings. Each Forum member is supported by a member of Engage Renfrewshire staff.

The company has led the first phase of community engagement following the launch of the Renfrewshire Community Plan 2013-23 in September 2013. We have supported the organisation and delivery of five conference events that have generated a range of views and aspirations that have been fed directly in to the development of community planning action plans, the development of the community planning website and the Digital Strategy for Renfrewshire. The output from the conferences has been reported back to the community planning boards. Further engagement took place in March 2013 at a number of area-based community planning conferences that will help shape action to address specific local issues.



333 people attended the five conferences and each event was chaired by a member of Renfrewshire Forum for Empowering Communities. This gave the events a strong third-sector profile. The purpose of the events was to present to participants the vision for the community plan as a whole and the particular theme under discussion, the outcomes, targets and actions agreed by each community planning board and to seek participants' views in workshop sessions.

The other major piece of business carried out at the conferences on behalf of the Forum For Empowering Communities was the "beta testing" of the community planning website which is being supported primarily by the communications manager from Engage Renfrewshire. Participants had an opportunity to try out and comment on the development version of the website and this was valuable in shaping its development. The community planning hashtag '#mpowren' was also launched at the conferences.

Reports of the key points made at the conference have been presented back to the theme boards, to help in the further development of their action plans to achieve community plan outcomes and targets.

Statement Of Financial Activities - Charity

(Incorporating income and expenditure account) For the year ended 31 March 2014

	Restricted funds 2014 - £	Unrestricted funds 2014 - £	Total funds 2014 - £	Total funds 2013 - £
INCOMING RESOURCES				
Incoming resources from generated funds:				
Voluntary income	579,052	-	579,052	559,736
Investment income	-	15,305	15,305	28,959
Incoming resources from charitable activities	81,293	77,914	159,207	158,071
TOTAL INCOMING RESOURCES	660,345	93,219	753,564	746,766
RESOURCES EXPENDED				
Charitable activities	596,511	67,349	663,860	623,278
Governance costs	27,362	-	27,362	32,635
Other resources expended	-	-	-	-
TOTAL RESOURCES EXPENDED	623,873	67,349	691,222	655,913
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS	36,472	25,870	62,342	90,853
Transfers between Funds	(36,472)	36,472	-	-
NET INCOMING RESOURCES / (RESOURCES EXPENDED) BEFORE REVALUATIONS	-	62,342	62,342	90,853
Actuarial gains and losses on defined benefit pension schemes	-	(120,000)	(120,000)	(194,000)
NET MOVEMENT IN FUNDS FOR THE YEAR	-	(57,658)	(57,658)	(103,147)
Total funds at 1 April 2013	-	189,207	189,207	292,534
TOTAL FUNDS AT 31 MARCH 2014	-	131,549	131,549	189,207

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES - CHARITY FOR THE YEAR ENDED 31 MARCH 2014

	Restricted funds 2014 (£)	Unrestricted funds 2014 (£)	Total funds 2014 (£)	Total funds 2013 (£)
NET INCOME / (EXPENDITURE) FOR THE YEAR	-	62,342	62,342	90,853
Actuarial gain/(loss) related to pension scheme	-	(120,000)	(120,000)	(194,000)
TOTAL GAINS AND LOSSES RECOGNISED SINCE 1 APRIL 2013	-	(57,658)	(57,658)	(103,147)

There is no difference between the income/(expenditure) on ordinary activities for the year stated above and its historical cost equivalent.

Charity Balance Sheet

As at 31 March 2014

	Note	£	2014 - £	£	2013 - £
FIXED ASSETS					
Tangible assets	11		16,258		18,883
CURRENT ASSETS					
Debtors	12	94,072		8,303	
Cash at bank and in hand		498,744		416,770	
		<u>592,816</u>		<u>425,073</u>	
CREDITORS: amounts falling due within one year	13	<u>(216,526)</u>		<u>(113,749)</u>	
NET CURRENT ASSETS			<u>376,290</u>		<u>311,324</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>392,548</u>		<u>330,207</u>
Defined benefit pension scheme (liability)/asset	16		<u>(261,000)</u>		<u>(141,000)</u>
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			<u><u>131,548</u></u>		<u><u>189,207</u></u>
CHARITY FUNDS					
Unrestricted funds:	14				
Unrestricted funds excluding pension (liability)/asset		392,548		330,207	
Pension reserve		<u>(261,000)</u>		<u>(141,000)</u>	
Total unrestricted funds			<u>131,548</u>		<u>189,207</u>
TOTAL FUNDS			<u><u>131,548</u></u>		<u><u>189,207</u></u>

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

The financial statements were approved by the Trustees on 27 August 2014 and signed on their behalf, by:

Allan Dick

This financial summary is an extract from Engage Renfrewshire Limited's consolidated financial statements approved by the board of directors.

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Facebook: [/engagerenfrewshire](https://www.facebook.com/engagerenfrewshire)

Twitter: [@EngageNews1](https://twitter.com/EngageNews1)

Our Board:

The Directors who served the company during the period were:

- Allan Dick
- Gordon McGuinness
- David Hoey
- Tracy McLeod
- Graham Bell
- William Clark
- Helen Simpson

ENGAGE RENFREWSHIRE (A company limited by guarantee)

REGISTERED NUMBER: SC 120101

RECOGNISED AS A SCOTTISH CHARITY - CHARITY NO SC018453