

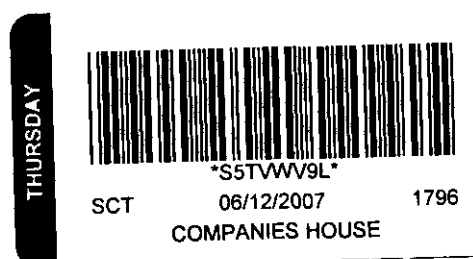
**OXGANGS CARE
FINANCIAL STATEMENTS**

31 MARCH 2007

COMPANY REGISTRATION NUMBER SC219244

219244

Charity Number SC027609



CHARLES BURROWS & CO
Chartered Accountants & Registered Auditors
7 Palmerston Place
Edinburgh
EH12 5AH

OXGANGS CARE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

CONTENTS	PAGES
Members of the Board and professional advisers	1
Directors Annual Report	2 to 15
Independent auditor's report	16 to 17
Statement of Financial Activities (incorporating the income and expenditure account)	18
Balance sheet	19
Notes to the financial statements	20 to 24
The following pages do not form part of the financial statements	
Detailed statement of financial activities	26 to 27

OXGANGS CARE

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Oxgangs Care
Charity number	SC027609
Company registration number	SC219244
Registered office	35 Oxgangs Crescent Edinburgh EH13 9HJ
Directors	Mrs Susan Dalglish (Chair) Ms Irene O'Hara (Treasurer) Rev Gillean MacLean Mrs Irene Dickson Mrs Lilian Martin Mrs Helen Gray Mrs June White Ms Margaret Inglis Mr William Dickson
Secretary	Mr Andrew McCallum
Senior manager	Mr Andrew McCallum
Advisors	Jenny McCallum David Hoy Gary Rose Sue Conway Lynne Steven Susanne Lowden
Business address	35 Oxgangs Crescent Edinburgh EH13 9HJ
Auditor	Charles Burrows & Co Chartered Accountants & Registered Auditors 7 Palmerston Place Edinburgh EH12 5AH
Bankers	Bank of Scotland 426 Morningside Road Edinburgh EH10 5QF

OXGANGS CARE

DIRECTORS ANNUAL REPORT

YEAR ENDED 31 MARCH 2007

The directors have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2007

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements

THE DIRECTORS

The directors who served the charity during the period were as follows

Cllr Andrew Scobbie
Mrs Susan Dalglish
Ms Irene O'Hara
Rev Gillean MacLean
Mrs Irene Dickson
Mrs Lillian Martin
Mrs Helen Gray
Mrs June White
Ms Margaret Inglis

Mr William Dickson was appointed as a director on 30 April 2007
Cllr Andrew Scobbie resigned as a director on 5 May 2007

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 4 May 2001 and registered as a charity on 8 September 1992. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Directors. Under the requirements of the Memorandum and Articles of Association the members of the Board are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

Much of the charity's work inevitably focuses upon vulnerable people. The Board of Directors seeks to ensure that the needs of service users are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of trustees, the charity has, through local networking and publicity, sought to identify service users who would be willing to become members of Oxfams Care and use their own experience to assist the charity.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Directors' Induction and Training

New directors are invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These are jointly led by the Community Learning & Development Worker based at Pentland Community Centre and the Oxgangs Care Manager and cover

The obligations of the members of the Board of Directors

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives

A Directors Handbook has also been prepared, drawing information from the Office of the Scottish Charity Regulator and Companies House as a follow up to these sessions. This is distributed to all new trustees along with the Memorandum and Articles and the latest financial statements

Risk Management

The Board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to Oxgangs Care. The continuing implementation of the National Care Standards ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

Oxgangs Care has a Board of Directors of up to 15 members who meet bi monthly and are responsible for the strategic direction and policy of the charity. At present the Board has six advisors from a variety of professional backgrounds relevant to the work of the charity. Advisors attend Board meetings but have no voting rights. The Manager also attends Board meetings but has no voting rights. Other staff are invited to attend Board meetings as required.

A system of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Service Managers/Coordinators have responsibility for the day to day operational management of their respective services, individual supervision of the staff team, and ensuring that their service teams continue to develop their skills and working practices in line with good practice.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Related Parties

In so far as it is complimentary to the charity's objects, Oxgangs Care is guided by both local and national policy. It also participates in local partnerships, which include representatives from the local authority, health and voluntary sector agencies. The representation within these partnerships has proved invaluable to the charity in establishing improved links within the community and identifying relevant policy developments and prospective funding.

OBJECTIVES AND ACTIVITIES

The Organisation

Oxgangs Care (OC) is a locally based voluntary organisation and a charitable company limited by guarantee. It provides direct help and support through a range of services for isolated, vulnerable and disadvantaged people living in Oxgangs and surrounding areas, including hard to reach groups. It is governed by a Board of Directors made up of local residents and service users.

Vision Statement

A vibrant, inclusive and caring Oxgangs

Mission Statement

To become the lead agency in enabling people in the area who are disadvantaged by illness, disability, and/or responsibilities of care to realise their own personal aspirations and to participate more fully in the life of the community.

Strategic Priorities

- To identify unmet care needs in the community
- To design and deliver cost effective, community based support services in response to identified unmet needs and in partnership with statutory and other voluntary agencies working in the area
- To involve members of the local community in the planning, delivery and management of OC services
- To develop the organisation's capacity to meet its corporate objectives and operational aims and objectives

Corporate Objectives

- To pursue an ongoing programme of consultation and research into local care needs
- To pursue closer working partnerships with other agencies and stakeholders in pursuit of OC's strategic priorities and its operational aims and objectives
- To initiate and/or participate in local stakeholder groups, set up to address identified needs
- To initiate and/or participate in needs led service developments, in partnership with other groups and organisations
- To monitor the quality and effectiveness of all service developments undertaken, and to use the results of this monitoring to improve OC's service standards
- To develop a set of management structures and behaviours to support OC service provision and assure quality of service

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Principal Activities

Providing day care services to vulnerable older people through the Craiglockhart Tea Group, the Pentland Lunch Club, the Pentland Wednesday Club, the Pentland Young at Heart Group, St Hilda's Day Service and a Physical Disability Group

Providing support to the carers of vulnerable people through four Carers Support Groups, a Sitter Service and a Befriending Service

Providing support to children with additional needs and their carers through a Young Persons' Mental Health Project, a Children's Activity Group, and the Oxgangs Sure Start Project

Providing information and support through a Community Health Project to local people who are seeking to make lifestyle changes in order to improve their health

Working towards applying national standards of service

Working in partnership with other agencies to develop services that best match the needs of the local population

ACHIEVEMENTS AND PERFORMANCE

The main areas of charitable activity are the provision of day care services, carer's support, services for children and young people, community health project Throughout the financial year 2006 2007, Oxgangs Care managed 12 projects in the provision of these services

Pentland Wednesday Club: Coordinator: Olga Ferguson

The Pentland Wednesday Club is a Day Centre for up to eight people with dementia It has met every Wednesday since 1993 at the Pentland Community Centre The Club is managed by Oxgangs Care and has two paid staff and five volunteers The aim of the Pentland Wednesday Club is to improve the quality of life of its members through social interaction, various activities giving choices, encouraging independence, and boosting self esteem by planning the day to be stimulating and happy, with conversation and laughter, music, singing and dancing Activities are kept as normal as possible with bus outings in the good weather, and people from the community coming in to provide gentle exercises, music, talks and presentations The overall aim of the service is to help members stay in their own homes for as long as possible and also provide carers with a period of daytime respite Training over this period included Basic First Aid, Food Hygiene, Reminiscence, Moving and Handling, and Therapeutic Activities and Dementia Awareness These were attended by staff and some volunteers

Pentland Lunch Club: Coordinator: Peter Clark

Pentland Lunch Club continues to meet 5 days per week in Pentland Community Centre It currently has 8 members, with quite a high turnover of membership due to people moving into care or becoming less able to attend Transport continues to be a problem, with members having to be able to make their own ways to and from the Centre During the course of the year, a business plan was developed and presented to the Board, and funding for its proposals is being actively pursued

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Young People's Mental Health Project: Manager: Catherine Dodds

The Project is now into its' fifth year, initially funded by South Central Edinburgh Local Health Partnership Health Improvement Fund Grant, which ceased at the end of September 2005 and over the last two years has received funding from the City of Edinburgh Council Choose Life grant

The main objectives of the project are

- to increase the awareness of young people and the public generally of mental health and the stigma and discrimination associated with mental ill health
- to increase the awareness of young people and the public generally of the signs and symptoms of mental health problems and helpful strategies for coping with those problems
- to make possible earlier intervention and support to prevent mental health problems

To achieve the objectives the project has over the course of the period provided three main services

Mental Health Awareness Sessions

Delivered to 1st and 5th years Firrhill High School, 1st and 4th years Boroughmuir High School, 1st and 6th years Tynecastle High School, reaching a total of 720 young people

Outcomes Evidence from the evaluation forms indicates that the young people participating have an increased knowledge and understanding of mental health, mental health problems and coping strategies There is also proof the sessions are changing attitudes towards mental ill health and challenging stigma and discrimination

"Life Skills" One to One Support

In its second year of funding, the Life Skills service has continued to deliver one to one therapeutic and developmental support to the students attending Firrhill High School During this time, the service has engaged with 16 students 14 male and 2 female aged between 12 and 17 for a total of 174 sessions

Outcomes The school management and guidance staff report to greatly valuing this service, as there is evidence it is making life enhancing changes to the young people referred The school wished to extend the service, so they agreed to pay for an additional four hour's input from April 07

Scotland's Mental Health First Aid

Four courses have been delivered reaching a variety of different groups Oxfangs Care, Napier University, YMCA Staff, City of Edinburgh Education Welfare Officers, volunteers and South Central LHP Staff

Outcomes The evaluation feedback from the participants has been positive, most feeling the course objectives have been met for them, either "Quite Well" or "Fully Met" This meets one of the key Choose Life objectives Promoting greater public awareness and encouraging people to seek help early

The project has successfully worked in partnership with school guidance staff, NHS Lothian Health Promotions, and Health All Round

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

The project continues to hold regular meetings with Wester Hailes Health Agency and Pilton Community Health Project. This has resulted in the exchanging of information and issues, sharing of supervision sessions and the sharing of relevant policies and good practice.

During 2006/2007, the project was fortunate to recruit a volunteer Catherine Corbett who has helped to deliver the schools' mental health awareness sessions. Her input to the service has been greatly appreciated and invaluable. Due to increased demand, the project also employed 3 sessional workers in October/November and January/February to help deliver the Mental Health Awareness Sessions in schools.

Oxgangs Sure Start Project: Manager: Sue Christie

Oxgangs Sure Start Project is very proud to report that April 2006 marked its fifth anniversary of service delivery to local families and the community.

With a steady growth in the number of families that the project engaged with and supported during the course of the year, as well as an ever increasing waiting list, there is no doubt 2006/07 has been our busiest and most demanding year so far.

Close working relations with Health Visitors, Children and Families officers, and other local agencies, together with the commitment shown by staff in undertaking training and participating in development opportunities, have without question contributed to and enabled the project to become a recognised provider of high quality childcare and an established support network for parents/carers.

The Project's three year Development Plan has proved to be an excellent resource; and, although no additional funding has been made available, the Plan has encouraged us to remain focused, utilise other resources and look in house to develop new pieces of work that further meet the needs of both parent/carers and children who attend this project.

Oxgangs Pentlands Carers Project: Manager: Moira Fenning

The Project which is now well into its seventh year has continued to provide Carers and those for whom they care with Support Groups, a Befriending Service and a Sitter Service. Currently 620 carers have used or are currently using the Project's services.

The Project continues to be funded by the Edinburgh City of Edinburgh Council (Sitter Service), the Rank Foundation (Befriending Service), and the Robertson Trust (management hours, which are tapered funding).

Staff hours have been reduced during the course of the year due to the Community Fund grant coming to an end. The Project Manager's hours have been reduced from 35.75 hours per week to 21.4. Unless further funding is secured by the end of July 2007 for the Young Carers Support Group, the Project Manager's hours will be further reduced again to 18. And unless alternative funding is secured in the coming year, the Manager's hours will be reduced still further to 15 hours per week when the Robertson Trust's funding is tapered from September 2007.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Further applications are being made for a Befriending Service to the Big Lottery (current funding will come to an end on 1st December 2008) and to Comic Relief for the Advocacy Service

The Project currently facilitates four **Support Groups**

A Young Carers Support Group was funded by the Learning Initiative Fund (LIF) up until the 31st March 07. This funding source ceased as LIF decided only to fund new service in Edinburgh. Oxfangs Care are financially supporting the group from reserves until the end of September, by which time we will have heard from the funding applications made to other potential funders.

Two groups for Carers of People with Dementia, at St Hilda's Church and Craiglockhart Church. A Patient Carer Support Group for People who have a partner with dementia. This group meets monthly at the Open Door in Morningside. This group gives carers and the person they care for a chance to go out together to meet couples in a similar caring situation.

The **Sitter Service** provides respite to Carers and those they care for in the South Central area of Edinburgh. This includes Oxfangs, Firrhill, Morningside, Buckstone, Fairmilehead, Swanston, Cairstane, Craiglockhart, the Grange, Marchmont, Polwarth and Colinton.

Referrals are made from the Department of Health and Social Care, local GP's and Health Visitors, self referrals and other voluntary organisations. The City of Edinburgh Council provides funding for this service, which is available for people aged 50+.

The clients have various disabilities ranging from Dementia, Parkinson's, Stroke victims, visually impaired and general frailty. The Sitters role is to provide 2 4 hours respite per week for the Carer and in that time care for the client in their own home through support and motivation.

The service is person centred. When the service receives a referral, an appointment is arranged for the Sitter Team Leader to visit both carer and client to assess their needs, detail any special requirements, and match them up with a suitable trained Sitter. The Sitter is then introduced to the client by the Team Leader. During the year, the Team Leader visits the carer/client to review the service and to discuss any relevant issues.

The Sitters have met regularly as a team throughout the year to discuss any relevant business/difficulties.

Sitter Service personnel recently held a full day's Training and Information day covering the new Care Standards. During the course of the year, Sitters will receive further training e.g. in Moving and Handling. At present the required hours from the Council are being met.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Oxgangs Community Health Project: Manager: Lesley Bartolo/Andrew McCallum

The Community Health Project continues to pursue three main strands of activity health promotion, support to people with mental health issues, and support to people from ethnic minorities

Health Promotion has included a busy and varied diary of events, in line with local and national initiatives 3 awareness raising events were held during the course of the year Women and Alcohol, Asperger's Syndrome and Autism, Flu and Older People

The **Positive Minds Group** continues to pursue the development plan it produced in 2004 2005, focusing on alternative coping strategies through relaxation, positive thinking, self healing, pain management, goal setting, complementary therapies, art and music 40 group sessions were held during 2006 2007, with 10 participants per session, with a total of 17 people being supported

The **Ethnic Minorities Group** continues to run a varied programme of events, including health screening, dietary and exercise advice, computer training and learning support for those for whom English is an additional language The group also offers one to one support for isolated members of the local community 40 group sessions were held during the course of the year, with up to 15 participants per session 30 individuals in total have been supported

The funding for the support group for local families with young children who do not have English as their first language came to an end during the course of 2006 It was intended to continue with this project by diverting some existing resources, but this plan was shelved due to financial and staffing constraints However, during the course of the year, 5 families were supported by group and 7 additional families received one to one support from the Ethnic Minorities Team Leader Children of all the families who attended the group have since moved on to mainstream nursery provision, with transitional support to their parents from the Ethnic Minorities Team Leader

Core funding for the Community Health Project continues to be a major issue The 50% transitional funding from in has received from SIPs for 2006 2007 comes to an end on March 31st, and OC currently in negotiation with Edinburgh Community Health Partnership to extend its 'match' funding to enable the Project to continue at reduced capacity for another full year

Pentland Young at Heart Group: Coordinator: Moira Fenning

The Young at Heart Group is a service for over 60s who have enduring mental health problems, such as depression and anxiety caused by, for example, bereavement, ill health, isolation or clinical depression The members live in the local community of Oxgangs and surrounding areas The aim of the Group is to help members overcome their depression and anxiety, improve their quality of life, self esteem and motivation, and to become more independent in looking after themselves and making decisions or changes in their life

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

The Group offers support to 10 older people. It meets on Thursday afternoons in the Pentland Community Centre. The Group is funded by the Department of Health and Social Care through the Mental Health Specific Grant scheme. The Group uses minibuses from CEC Transport and SEAG to collect and take home frail or disabled members, and SEAG for its outings. Two paid workers run the group, ably supported by volunteers.

Group members have enjoyed various activities and outings during the past year. All members attended a joint Christmas Party with the Pentland Lunch Club, Pentland Wednesday Club and the Friday Coffee Group members. The lunch was superb and local primary school children provided the Group with wonderful entertainment. In May the Group again joined forces with the Friday Coffee Group for an outing to Peebles, where its members enjoyed lunch at the Orchard bistro.

The Group has also enjoyed many and various activities in the past year, ranging from quizzes, meditation sessions, music and movement, gentle exercise sessions, games afternoons, reminiscence and recall sessions, various DVD and video sessions and, of course, plenty of tea, cakes and conversation. The Group has also been visited and given a talk by Care and Repair organisation, which everyone found most beneficial.

The Group was joined during the course of the year by three Community Education Students: Eileen Morton, Susan Hay, and Gary Walker. The group enjoyed various activities led by the students, and Eileen carried out a very valuable evaluation of the service with the Group members, staff and referrers to the project.

Oxgangs Pentland Friday Coffee Group: Coordinator: Heather Levy

It has been a year of great change and loss for all the members of the Group. Some members have moved on into long term care, others have died, some new members have come and gone. Lots of change!!

The programme reflected all this change and was used to help members come to terms with some of the changes. We had lots of discussions surrounding death, preparing for change and loss. I assisted two of our members to complete forms which lay out their wishes in the event of their death. I obtained these booklets and information and how to complete them from 'Help the Aged'.

The first Friday of every month is Gentle Exercise with 'Ageing Well' and we are visited by tenants and staff from Ark Housing sheltered accommodation. We have also discovered a new passion for card making as well as shopping and gardening. The group has been given a piece of the garden at Oxgangs Neighbourhood Centre and, with the assistance of the team from A4E, we plan to create a little haven for everyone to enjoy. We plan to have an Open Day in August to open the garden, with a Strawberry Tea Party.

We had a student with us, Susan, who helped us create our own calendar. The calendar highlighted important days for each member, as well as all our birthdays, and each month was themed. February being the month of 'Love and Chocolate' was fun as we all tasted everybody's favourite sweets then stuck the wrappers on to the calendar page.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

The Group has also started a Resource Box, consisting of a portable combi TV/DVD, various DVD's of Old Edinburgh and Rogers and Hammerstein musicals, books and garden games. Not only is this resource for the Friday Coffee Group but can be accessed by any of Oxgangs Care's services.

Craiglockhart Tea Group: Facilitator: Gary Rose

The Craiglockhart Tea Group has just celebrated its 10th birthday. Over the years, over 80 local housebound, older people have been supported to attend the monthly group meetings. At the moment, membership stands at 18. Most members are unable to come by themselves, so volunteers arrange to collect them and take them home again later. At every meeting, a member of the Health Visiting Team at Craiglockhart/Oxgangs Path Medical Centres comes along to discuss and offer help and information on any health worries or concerns.

Pentland Physical Disability Group: Coordinator: Margot Anderson

Oxgangs Care has supported a group for people with physical problems living in the Oxgangs/Firrhill area since the Chest, Heart and Stroke Group merged with this group in 1998. The Group has been meeting every Tuesday since then in Pentland Community Centre. Meetings are quite informal and there are usually quizzes, word games, discussions or speakers on topics of interest and chats over tea, coffee and biscuits. So far, it has not been possible to provide transport to and from the centre, so members have to be able to be mobile enough to attend on their own (although some very kind members have given lifts to others whenever possible). The Group took a huge step forward during the course of 2006/2007 with the appointment of Margot Anderson as its first dedicated Coordinator. The Group has had a number of outings over the years and we try to have excursions whenever we can. Group membership has varied and there are usually five or six members coming along each week.

Children's Activity Group: Coordinator: Heather Levy

A major achievement during 2006/2007 was securing funding from the Big Lottery for the next three years, which for the first time includes support for the Parents/Carers and funding to extend the service over the summer holidays.

As usual, due to the lack of suitable facilities in Oxgangs, securing a venue over the summer break was difficult, but Oxgangs Neighbourhood Centre opened their doors to us. We took full advantage of the good weather and spent a lot of time outside blowing bubbles, putting, watering plants, and face painting etc.

The New Year saw the Coordinator and two parents being invited to the Scottish Parliament to take part in a debate to raise awareness of parenting a child with additional needs. Facilitated by Parenting Across Scotland and chaired by Lesley Riddoch, it was an exciting, nerve racking, tear jerking but enlightening evening. The feedback on the night and since suggests our project made a big impact, and no doubt we will be involved in future events.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Our dedicated staff and volunteers continue to update and further their training, and the huge input from our volunteers and placement students has been invaluable. Eight of our volunteers have moved on, three to full time employment, three to Child Care courses, one to university to become a Social Worker, and one who became the proud mother of a beautiful baby boy. But our new volunteers are just as dedicated and enthusiastic and we look forward to their input.

The Project Coordinator was invited by the Eke Out Project to be part of a team of four who represent the Voluntary Sector in the Children and Young People's Strategic Partnership for the City of Edinburgh, which meets in the City Chambers every month. Although this is hard work, it has been good to see how we fit into the city wide strategy.

We continue to work with many agencies, Health and Social Care, local health visitors and various additional needs schools. We also work closely with Capability Scotland and Children First. The children have also been included in the life of Pentland Community Centre and Oxgangs Neighbourhood Centre, which is particularly gratifying with regard to the social exclusion these children normally experience.

Over the year, the Group has given respite and support to over 30 parent/carers and provided support, fun and laughter for over 40 children. 2007/2008 will see the Group's 10th Anniversary, and, as many of the children who have attended the Group grow older, we are now looking to develop a Senior Youth Club to which they can move on.

St Hilda's Day Care Service: Coordinator: Moira Fenning

St Hilda's Day Care Service is a service for up to 8 older people who experience the early stages of Dementia and who live in Oxgangs and close surrounding areas.

Since taking over the group in November 2006, Oxgangs Care has spent the past few months promoting the service to colleagues in Health and Social Care, local health professionals and other voluntary agencies. We currently have 5 clients enjoying the group and hopefully have two more members hopefully starting in the next few weeks.

The group has recently had to move to other premises since the closure of St Hilda's Church. We were very fortunate to be given space at Oxgangs Neighbourhood Centre at very short notice. All who attend the group are extremely happy with the new setting and would like to say a huge thank you to John Spence and all the centre staff for their help in making the transitions such a smooth one and for making us feel so welcome. The new venue offers greater scope for different activities, such as gardening and other outside hobbies, thanks to the garden area and the new lochan nature area when it is completed. We would also like to say a huge thank you to Jenny McCallum, Practice Manager at Oxgangs Health and Social Care Centre, for helping us secure funding to allow the group to continue to run.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

FINANCIAL REVIEW

Against the backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless the charity, with the aid of sound financial management and the support of both its staff and volunteers, generated a very positive financial outcome for the period with a net increase in funding. Its success in obtaining temporary funding for 2006/07 from the Big Lottery, the City of Edinburgh Council, and Edinburgh Community Health Partnership has enabled Oxfangs Care to continue several of its activities for a further 12 month period. However, this short term success must be offset against continued medium to long term financial uncertainty, with the future funding of elements of the Carers Project, the Young People's Mental Health Project and the Community Health Project giving particular cause for concern. The negotiation of a 3 year Service Level Agreement with the City of Edinburgh Council towards meeting core management costs and the costs of the Wednesday Club, St Hilda's Day Service, the Sitter Service, Pentland Lunch Club and the Physical Disability Group has alleviated some of this uncertainty.

Principal Funding Sources

The principal funding sources for the charity are currently by way of grant income from the City of Edinburgh Council and a wide range of charitable trusts. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. The involvement of the charity with the Lothian Community Health Partnership is proving particularly useful in identifying possible opportunities for a wider range of funding for the future. The Rank Foundation, the Robertson Trust and the Big Lottery have also been major funders during 2006/7.

Investment Policy

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short term, so there are few funds for long term investment. Having considered the options available, the Board of Directors has decided to invest the small amount that it has available in a high interest charities investment account with a major bank. The Board of Directors consider the overall return on deposits at just over 4% in the year to be disappointing. A review of investment policies is therefore ongoing.

Reserves Policy

The Board of Directors has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 3 months of its expenditure. Budgeted expenditure for 2007/8 is £293,840, and therefore the target is £73,460 in general funds. The reserves are needed to meet the legal obligations of the charity, and the Board of Directors is confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. The present level of reserves available to the charity of £43,925 therefore falls significantly short of this target level. Although the strategy is to continue to build reserves through planned operating surpluses, the Board of Directors is well aware that it is unlikely that the target level can be reached for at least five years. In the short term, the Board of Directors has also considered the extent to which existing activities and expenditure could be curtailed, should such circumstances arise.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

PLANS FOR FUTURE PERIODS

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Plans have also been developed to increase the capacity of the organisation to meet its corporate objectives and operational aims and objectives. This will involve implementing a set management structures and behaviours to support OC service provision and assure quality of service, developing an ongoing programme of consultation and research into local care needs, and pursuing closer working partnerships with other agencies and stakeholders in pursuit of OC's strategic priorities and its operational aims and objectives.

The charity will also continue to work towards implementing the Care Commission's National Care Standards in all its service activities.

RESPONSIBILITIES OF THE DIRECTORS

The directors are responsible for preparing the Directors Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The directors 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.

In so far as the directors are aware

- there is no relevant audit information of which the charity's auditors are unaware, and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

OXGANGS CARE

DIRECTORS ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

AUDITOR

A resolution to re appoint Charles Burrows & Co as auditor for the ensuing year will be proposed at the Annual General Meeting

Registered office
35 Oxgangs Crescent
Edinburgh
EH13 9HJ

Signed by order of the directors

A handwritten signature in black ink, appearing to read 'A McCallum', with a long horizontal flourish extending to the right.

MR ANDREW McCALLUM
Company Secretary

29 October 2007

OXGANGS CARE

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXGANGS CARE

YEAR ENDED 31 MARCH 2007

We have audited the financial statements of Oxgangs Care for the year ended 31 March 2007 on pages 18 to 24 which have been prepared under the historical cost convention and the accounting policies set out on page 20

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND AUDITORS

The responsibilities of the directors for preparing the Directors Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Responsibilities of the Directors on page 14.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985, and whether the information given in the Directors Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding remuneration of the directors and other transactions is not disclosed.

We read the Directors Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OXGANGS CARE

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXGANGS CARE (continued)

YEAR ENDED 31 MARCH 2007

OPINION

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2007 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Directors Annual Report is consistent with the financial statements

Charles Burrows & Co

CHARLES BURROWS & CO
Chartered Accountants
& Registered Auditors
7 Palmerston Place
Edinburgh
EH12 5AH

29 October 2007

OXGANGS CARE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2007

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
INCOMING RESOURCES					
Incoming resources from generating funds					
Voluntary income	2	2,920	265,896	268,816	247,766
Investment income	3	2,656	—	2,656	2,956
Other incoming resources	4	7,525	11,147	18,672	18,741
TOTAL INCOMING RESOURCES		<u>13,101</u>	<u>277,043</u>	<u>290,144</u>	<u>269,463</u>
RESOURCES EXPENDED					
Charitable activities	5/6	(12,815)	(261,541)	(274,356)	(276,699)
Governance costs	7	(3,426)	(11,193)	(14,619)	(15,919)
TOTAL RESOURCES EXPENDED		<u>(16,241)</u>	<u>(272,734)</u>	<u>(288,975)</u>	<u>(292,618)</u>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
	8	(3,140)	4,309	1,169	(23,155)
Transfer between funds	9	<u>11,931</u>	<u>(11,931)</u>	<u>—</u>	<u>—</u>
NET INCOME/(EXPENDITURE) FOR THE YEAR		<u>8,791</u>	<u>(7,622)</u>	<u>1,169</u>	<u>(23,155)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>53,658</u>	<u>58,185</u>	<u>111,843</u>	<u>134,998</u>
TOTAL FUNDS CARRIED FORWARD		<u>62,449</u>	<u>50,563</u>	<u>113,012</u>	<u>111,843</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 20 to 24 form part of these financial statements

OXGANGS CARE

BALANCE SHEET

31 MARCH 2007

		2007		2006	
	Note	£	£	£	£
CURRENT ASSETS					
Debtors	11	725		—	
Cash at bank and in hand		119,783		122,170	
		<u>120,508</u>		<u>122,170</u>	
CREDITORS: Amounts falling due within one year	12	<u>(7,496)</u>		<u>(10,327)</u>	
NET CURRENT ASSETS			113,012		111,843
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>113,012</u>		<u>111,843</u>
NET ASSETS			<u>113,012</u>		<u>111,843</u>
FUNDS					
Restricted income funds	13		50,563		58,185
Unrestricted income funds	14		62,449		53,658
TOTAL FUNDS			<u>113,012</u>		<u>111,843</u>

These financial statements were approved by the members of the committee on the 29 October 2007 and are signed on their behalf by

S C Dalgleish

MRS SUSAN DALGLEISH

I O'Hara

MS IRENE O'HARA

The notes on pages 20 to 24 form part of these financial statements.

OXGANGS CARE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985

Cash flow statement

The directors have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

Grants and donations

Grants and donations are credited to the financial statements when received by the charity

Fund accounting

Unrestricted funds are those which can be used within the charity's objectives, at the discretion of the directors

Restricted funds are those which can only be used for particular restricted purposes within the charity's objectives. Funds are restricted when their purpose is specified by the donor, by the terms of an appeal or where they are raised for a particular purpose or project

Resources expended

Resources expended are recognised in the year in which they are incurred and include attributable VAT which cannot be recovered

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Donations				
Donations/fundraising	50	375	425	782
Charitable trusts	—	—	—	9,000
Grants receivable				
Core funding grants	—	230,021	230,021	192,637
Community fund grants	—	—	—	24,647
Other grants	2,870	35,500	38,370	20,700
	<u>2,920</u>	<u>265,896</u>	<u>268,816</u>	<u>247,766</u>

OXGANGS CARE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

3. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£
Bank interest receivable	<u>2,656</u>	<u>2,656</u>	<u>2,956</u>

4. OTHER INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Clients contributions	155	8,744	8,899	8,924
Other income	<u>7,370</u>	<u>2,403</u>	<u>9,773</u>	<u>9,817</u>
	<u>7,525</u>	<u>11,147</u>	<u>18,672</u>	<u>18,741</u>

5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Promotion of welfare of people with special needs	<u>12,815</u>	<u>261,541</u>	<u>274,356</u>	<u>276,699</u>

6. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds 2007	Total Funds 2006
	£	£	£
Promotion of welfare of people with special needs	<u>274,356</u>	<u>274,356</u>	<u>276,699</u>

7. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Audit fees	3,021	685	3,706	3,623
External administration	56	7,761	7,817	8,736
Legal and professional fees	<u>349</u>	<u>2,747</u>	<u>3,096</u>	<u>3,560</u>
	<u>3,426</u>	<u>11,193</u>	<u>14,619</u>	<u>15,919</u>

OXGANGS CARE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

8. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging

	2007 £	2006 £
Auditors' remuneration audit of the financial statements	<u>3,020</u>	<u>2,937</u>

9. FUND TRANSFERS

Excess funds are transferred when authorised to develop and sustain other projects

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2007 £	2006 £
Wages and salaries	209,791	206,508
Social security costs	<u>12,084</u>	<u>12,352</u>
	<u>221,875</u>	<u>218,860</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows

	2007 No	2006 No
Number of administrative staff	5	5
Number of part time staff	<u>27</u>	<u>27</u>
	<u>32</u>	<u>32</u>

No employee received emoluments of more than £60,000 during the year (2006 Nil)

11. DEBTORS

	2007 £	2006 £
Prepayments	<u>725</u>	<u>—</u>

12. CREDITORS: Amounts falling due within one year

	2007 £	2006 £
Taxation and social security	2,642	4,540
Accruals	<u>4,854</u>	<u>5,787</u>
	<u>7,496</u>	<u>10,327</u>

OXGANGS CARE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

13. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2006 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2007 £
Oxgangs Care Management Pentland	10,371	31,233	(33,138)	(8,867)	(401)
Wednesday Club	485	10,755	(13,525)	2,000	(285)
Young at Heart Group	996	7,767	(8,510)	—	253
Oxgangs Coffee Group	7,747	9,337	(7,284)	(540)	9,260
Oxgangs Community Health Project	376	25,024	(20,600)	(888)	3,912
Oxgangs Sure Start Project	(588)	52,448	(58,020)	1,880	(4,280)
Choose Life	8,013	29,306	(28,512)	(2,721)	6,086
Young Peoples Mental Health Project	90	—	(90)	—	—
City of Edinburgh Carers Project	3,182	44,895	(43,478)	(2,139)	2,460
Community Fund Carers Project	6,134	—	(5,977)	(157)	—
Out of School Leisure Activities	1,480	2,437	(2,275)	—	1,642
Childrens Activity Group	(1)	—	—	1	—
LIF Childrens Activity Group	1,534	27,243	(18,608)	(1,435)	8,734
Rank Foundation	11,877	16,000	(13,652)	(741)	13,484
Robertson Trust	6,067	7,000	(8,649)	—	4,418
Social Justice Fund	422	—	(690)	268	—
OPCP Young Carers	—	7,210	(4,411)	—	2,799
OCHP Alcohol Support Group	—	4,000	(1,740)	(330)	1,930
St Hilda's Day Care Group	—	2,388	(3,575)	1,738	551
	<u>58,185</u>	<u>277,043</u>	<u>(272,734)</u>	<u>(11,931)</u>	<u>50,563</u>

OXGANGS CARE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

14. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2006 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2007 £
Premises Reserve	15,984	—	(3,204)	5,744	18,524
General Funds	37,674	13,101	(13,037)	6,187	43,925
	<u>53,658</u>	<u>13,101</u>	<u>(16,241)</u>	<u>11,931</u>	<u>62,449</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets £	Total £
Restricted Income Funds:		
Oxgangs Care Management	50,563	50,563
Unrestricted Income Funds:		
Designated Funds	18,524	18,524
General Funds	43,925	43,925
	<u>62,449</u>	<u>62,449</u>
Total Funds	<u>113,012</u>	<u>113,012</u>

16. RELATED PARTY TRANSACTIONS

The charity was under the control of the board of directors throughout the current and previous year

No director received any remuneration or reimbursement of expenses from the charity (2006 £nil)

17. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee