

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND
(A Company Limited by Guarantee)

REPORT AND FINANCIAL STATEMENTS

for the year ended 31 March 2015

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CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

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CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

CHARITY INFORMATION

Board of Directors	M R Cawley – Convenor L McGrath – Vice Convenor A R Morgan - Treasurer M A Crewe C H Dickson R Dorman D O’ Dwyer J Grant J E Gray (appointed 11 September 2014) N J Henderson (resigned 11 September 2014) A C Houston (resigned 28 May 2014) T Halpin R E Hughes (resigned 11 September 2014) S A Kelly (appointed 11 September 2014) M C Matheson B Murphy (appointed 11 September 2014) M Ramsay (appointed 11 September 2014) A J Smyth A M Todd (appointed 11 September 2014)
Chief Executive Officer	A Gunner Logan
Secretary	A Gunner Logan
Company Number	SC279913
Scottish Charity Number	SC029199
Registered Office and Principle Address	Norton Park 57 Albion Road Edinburgh EH7 5QY
Auditors	Geoghegans Chartered Accountants 6 St Colme Street Edinburgh EH3 6AD
Bankers	The Royal Bank of Scotland plc 36 St Andrew Square Edinburgh EH2 2YB

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT

The Board of Directors present their report and financial statements for the year ended 31 March 2015.

The Board of Directors

The Board of Directors, who are also trustees for the purposes of charity law, named on page 1 have served during the year under review unless otherwise indicated.

Structure, governance and management

Constitution and governing document

CCPS is a Scottish Charity and a company limited by guarantee, governed by a Memorandum and Articles.

Appointment and Removal of Trustees

There is an annual election process for trustees of the Charity (who are also Directors of the company) with provision for co-option of further Trustees from within the membership. CCPS has produced a governance manual which is the principal tool for inducting new Trustees/Directors.

There are three sub-committees of the Board: the first oversees the work of the Scottish Government-funded Housing Supporting Enabling Unit (HSEU), which is a collaborative project between CCPS and the Scottish Federation of Housing Associations (SFHA); the second facilitates the contribution to the CCPS strategic agenda of those member organisations that provide care and support services to children and young people; and the third oversees the work of the Criminal Justice Voluntary Sector Forum (CJVSF), an initiative funded by The Robertson Trust and The Monument Trust that brings together the major voluntary sector providers of criminal justice services in Scotland.

In addition to these formal sub-committees, the board also remits matters relating to staff terms & conditions to a small working group comprising the Convener, the Treasurer and two other board members. Working groups and reference groups are convened from time to time to support specific projects and programmes, for example the Providers & Personalisation Reference Group.

Decision making

The Board meets four times a year; the full membership also meets four times a year. The strategic plan is put to the full membership with a recommendation from the Board to adopt; the Board then delegates implementation of the plan to the Chief Executive Officer who provides detailed reports on progress to the Board, and regular updates to the wider membership.

Risk

The Board approves a risk management review annually, identifying the risks to which CCPS is exposed and approving systems and procedures to mitigate those risks.

CCPS mission

CCPS exists to identify, represent, promote and safeguard the interests of third sector and not-for-profit social care and support providers in Scotland, so that they can maximise the impact they have on meeting social need.

CCPS aims to:

- Champion quality care and support provided by the third sector
- Challenge policy and practice that inhibits or undermines the sector's ability to provide quality care and support
- Prepare providers for future challenges and opportunities
- Support providers to understand, negotiate and influence the complex policy and practice environment in which they operate.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Activities overview 2014-15

Our work this year had a strong emphasis on workforce issues for service providers, particularly those relating to pay and conditions for support workers. In recent years we have worked hard to highlight the severe downward pressure that has been placed on pay and conditions by competitive tendering and budget cuts; this year provided further opportunities to raise these issues in the context of the new First Minister's commitment to fair work and the Living Wage, as set out in the November 2014 Programme for Government.

We also put significant effort into following through on commitments made in a series of important pieces of recent legislation affecting care and support: the Social Care (Self-Directed Support) (Scotland) Act, the Public Bodies (Joint Working) (Scotland) Act, the Children and Young People (Scotland) Act and the Procurement Reform (Scotland) Act. All these acts contained provisions for the development of detailed guidance with implications for providers, and we played a major role in facilitating their input to the process.

The commencement date for the legislation on self-directed support was 1st April 2014. Our Providers & Personalisation Programme began to monitor and report on the different ways in which local authorities are implementing the legislation, with particular reference to their duty under Section 19 to promote a variety of providers in their area.

A key theme for the year was 'collaboration': specifically, how we might promote a collaborative rather than a competitive approach to service planning and provision. Appropriately enough, we commissioned a major piece of work from an organisation called *Collaborate*, whose Director, Dr Henry Kippin, conducted a series of interviews with providers, commissioners and other stakeholders. The findings were launched at a very successful national conference held in November 2014.

In addition to policy and development activity, CCPS worked to monitor the impact of further funding constraints on public services, including new service budget cuts imposed by local authorities, continuing price competition within the market for care and support, and the ongoing and formidable set of challenges arising from the programme of welfare reform introduced by the UK government.

More positively, CCPS was once again able this year to highlight – and celebrate – further evidence of excellence and high quality in voluntary sector care and support provision. A review of gradings awarded for care at home services by the national regulatory body, the Care Inspectorate, demonstrated yet again that our sector provides a significantly greater proportion of highly-graded services than our counterparts in either the public or private sector.

The CCPS Board agreed to revise, update and roll forward the organisational strategic plan in light of all these developments, and agree a programme of work based on a set of key priorities. A report of the organisation's performance and achievements in this respect is set out below.

In taking forward its agenda for the year, CCPS began to shift its way of working, placing less emphasis on policy development and legislation and more on facilitation, practice sharing, discussion and dialogue between providers and with other stakeholders, in particular key figures from commissioning authorities. Our work with *Collaborate* – mentioned above – was crucial in enabling such dialogue to take place with members of Social Work Scotland (formerly the Association of Directors of Social Work) and the Society of Local Authority Chief Executives (SOLACE).

At the same time, we continued our collaborative work with those third sector organisations that share our concerns and interests, through membership of the Third Sector Health and Social Care Advisory Group and the board of the Health and Social Care Academy hosted by the ALLIANCE. A strong culture of information-sharing is now beginning to emerge which can only make our sector stronger.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Activities overview (continued)

This year has seen the further development of other important alliances, including the Housing Co-ordinating Group which involves the CCPS-hosted Housing Support Enabling Unit (HSEU), the Scottish Federation of Housing Associations (SFHA) and others; close joint working with Self Directed Support Scotland (SDSS) in relation to the finalisation of guidance on SDS; joint working with Children in Scotland, the Improvement Service and Voluntary Action Scotland (VAS) on the National Third Sector GIRFEC Project (Getting It Right For Every Child) and the Children and Young People (Scotland) Act; and collaboration with the Voluntary Sector HR (Human Resources) Network with respect to our workforce development programme.

CCPS membership saw modest growth to reach a total of 73 of Scotland's most substantial third sector providers of care and support. This level of commitment and support from hard-pressed organisations has been very important in enabling CCPS to act as a strong voice for providers and exert appropriate influence on their behalf.

CCPS continued to benefit from significant levels of Scottish Government funding in 2014-15. Financial support for the HSEU continued at previous levels, and funding for the third year of the CCPS three-year Providers & Personalisation Programme was confirmed: in addition, the P&P Programme benefited from additional resource enabling us to produce guidance for providers relating to the Self-Directed Support legislation.

The Scottish Government renewed its grant funding of our Workforce Development Network in 2014-15 to enable our team of Workforce Associates to deliver an ambitious programme of initiatives. This year, we were awarded extra funding to take forward a series of initiatives on workforce engagement.

In addition to Scottish Government grants, CCPS benefited once again this year from funding from the Big Lottery Third Sector Early Intervention Fund to support its work on the Children and Young People (Scotland) Act and on the National Third Sector GIRFEC Project.

The Robertson Trust and The Monument Trust provided a welcome second year of funding for the Criminal Justice Voluntary Sector Forum (CJVSF) which brings together voluntary sector providers active in this area. We are delighted to report that the Scottish Government has already been sufficiently impressed with the Forum's achievements to offer three years' grant, commencing in 2015-16, to support our work in engaging our sector with the national reform programme for community justice in Scotland.

Finally, the Joint Improvement Team (JIT) supported our conference by purchasing a number of delegate places which we were then able to offer free of charge to service commissioners who may not otherwise have been able to attend.

CCPS is grateful to all its funders for their continuing interest in and support for our work.

At the year end, the CCPS staff team stood at nine (eight full time, one part time), with the addition of two freelance associates and a secondment from a member organisation (Includem) to deliver the Workforce Development Network programme.

Both core and 'project' staff work collaboratively on issues of common interest, including public service reform, funding trends and strategic planning for both adult and children's services.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance

Funding for care and support continues to be a challenge for providers, and CCPS worked hard during 2014-15 to address the issues arising from further downward pressure on budgets.

- As noted above, our work this year had a particular focus on workforce pay and conditions. A recent ruling by the Employment Appeals Tribunal relating to payment for holiday periods and sleepover shifts has major implications for providers in our sector, and we worked hard both to provide informative briefings for our members, with the assistance of Law At Work, and to raise the associated funding issues with local and central government.
- In addition, we were a partner in the National Care Home Contract negotiations, where we collaborated in an important initiative to raise the minimum pay rate for care home workers. We are now moving on to develop a similar initiative for care at home and housing support workers, in collaboration with the Convention of Scottish Local Authorities (COSLA), Scottish Government, Scottish Care and other key stakeholders. At the time of writing, this initiative has been significantly impacted by the Chancellor of the Exchequer's summer budget, in which he announced a new 'National Living Wage' to take effect from April 2016: we are committed to ensuring that all these developments are properly funded.
- CCPS continued to conduct and publish its regular 'Provider Optimism' survey, initiated in collaboration with the CBI to track trends in a range of key areas including operating surpluses, volume of business and deficit levels among third sector providers. During this year we began a process of reviewing and revising the survey tool to ensure that the information we gather is relevant and up to date: this process will be completed later in 2015.
- The Cabinet Secretary for Finance, Employment and Sustainable Growth, John Swinney MSP, invited CCPS alongside a range of other third sector interests to a pre-budget round table discussion in the late summer of 2014. As in previous years, CCPS produced briefing material for members on the draft budget, as well as electronic updates throughout the year on key developments relating to care and support funding. We gave written and oral evidence on the draft budget to the Scottish Parliament Health and Sport Committee.
- Given our members' reliance on resourcing from Scotland's local authorities, we arranged a briefing for members on the future of local government funding at our March 2015 membership meeting, with guest speakers from Fiscal Affairs Scotland and the Improvement Service.
- We continued to help our members to develop and strengthen their knowledge of the legal framework surrounding funding for care and support through convening further meetings of our Community Care Law Reference Group. Members received updates on legal developments in both England and Scotland, and discussed with experts the challenges and successes of their individual case work, as well as analysis of the pros and cons of using the legal system to achieve wider policy change. Our thanks go to Karen Ashton, Tony Kelly, Ailsa Carmichael and colleagues from LSA and Govan Law Centre for their valuable input, and to Patrick Layden (formerly with the Scottish Law Commission) who has generously supported our work on community care law issues.
- We signed a petition against charging for care services which was drawn up by the campaign group Scotland Against the Care Tax (SACT); meanwhile our Housing Support Enabling Unit commissioned research into the impact of charging on housing support services.
- In May 2014, in collaboration with IRISS (Institute for Research and Innovation in Social Services) we published research into the impact of welfare reform on social services providers. The research, funded by the Economic and Social Research Council (ESRC), identified greater service demand for providers as a result of the UK government's welfare reform programme, as well as increased workforce stress caused by growing financial pressure on vulnerable individuals and families relying on welfare benefits. The research was well received and has been shared with Scottish Government and the Scottish Parliament welfare reform committee; further research has been commissioned by the HSEU.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

- Alongside partner agencies Shelter and the Child Poverty Action Group, we continued to guide and support the SCOTWRAS service (Scottish Welfare Reform Advice Service) set up for care and support workers.
- In May 2014 the report of the Expert Working Group on Welfare in an Independent Scotland published its second report. The CCPS Director was invited by the (then) Deputy First Minister, Nicola Sturgeon MSP, to serve on the Group, which was chaired by Martyn Evans, Chief Executive of the Carnegie UK Trust.

CCPS placed a major emphasis during 2014-15 on **promoting collaboration** between providers and their partners. In particular, we were keen to explore how to change the current 'buyer-supplier' commissioning dynamic into an approach based on partnership working.

- As noted above, we commissioned a major piece of work from *Collaborate*, an independent agency specialising in partnership as a route to public service reform. The project aimed to investigate the possibilities of a new dynamic between providers, commissioners and supported people, exploiting the potential opened up by new procurement reform legislation, joint strategic commissioning and self-directed support (SDS). The findings were presented to the CCPS Conference 2014 by Collaborate's Executive Director, Dr Henry Kippin.
- The conference itself was a collaborative affair, designed to promote dialogue and discussion between providers, commissioners and other key stakeholders. As well as launching the *Collaborate* report – From Providers to Partners: What Will It Take? – the event included sessions on a series of related key issues for providers, and offered an early opportunity to consider the future for public services in the wake of the recent 'No' vote in the Scottish independence referendum with a presentation by leading political commentator, Iain Macwhirter. A terrific 100% of delegate evaluation forms rated the conference as either 'good' or 'very good'.
- We followed up on the report and the conference by developing a specific programme of work, due to begin in 2015-16, on commissioning, procurement and SDS. We successfully attracted Scottish Government funding to support this work, which will identify and explore alternatives to competitive tendering as the dominant commissioning and procurement model, and seek to facilitate action learning for provider-purchaser partnerships willing to examine different ways of working. This is an exciting development which is already garnering support from a range of key agencies and individuals: we will have more to report in next year's Directors' Report.

The Public Bodies (Joint Working) (Scotland) Act was passed in February 2014, ushering in the implementation of **health and social care integration**. CCPS was active throughout the year representing provider interests and concerns.

- We continued to serve on the Health and Community Care Delivery Group and the Implementation Group for the new legislation. Regular reports from these groups were provided to our partners on the Third Sector Health and Social Care Advisory Group, and we were able to use our influence on these groups to ensure that the secondary legislation and guidance followed through on commitments to third sector engagement in the new planning structures.
- We provided regular briefings to our members on developments relating to health and social care integration – including the launch of the new Integrated Care Fund, which replaced the previous Reshaping Care for Older People Change Fund. We organised members' meetings and submitted responses to consultations on the regulations associated with the legislation, and were invited by Scottish Government officials to help shape relevant advice notes on the third sector and commissioning.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

- We were successful in ensuring that strategic planning of health and social care will be taken forward with the involvement of (in parliamentary drafting language) 'non-commercial providers of social care'. We then began to work with colleagues in the ALLIANCE and Voluntary Action Scotland, with grant-funding assistance from the Scottish Government, to facilitate greater collaboration and co-operation between national providers and local Third Sector Interfaces (TSIs). An initial engagement event was organised in October 2014 and is being followed up by the development of a planning manual for TSIs and further detailed engagement work in a number of local areas.
- Our Workforce Development Network (WDN) worked with Scottish Government and the Scottish Social Services Council (SSSC) to ensure that the national outcome relating to an 'engaged workforce' for health and social care integration will be relevant to and informed by third sector organisations as well as statutory partners. The WDN also served on a short life working group examining the potential for the introduction of a new 'health and care support worker': the message we took into the group was that such workers already exist in our sector and should be better supported and funded.
- The CCPS Director served throughout the year on the Partnership Board for the Joint Improvement Team (JIT), which plays a key role in supporting local partnerships to deliver integrated health and social care services. The JIT has also carried the brief for delivery of the National Improvement Support Programme for commissioning, although this is likely to change during 2015-16: we will keep a close eye on where this important work is now located.
- CCPS also served on the Delayed Discharge Task Force, established during the year. Our representative worked alongside other third sector figures on the group to highlight the solutions that our sector can bring to this seemingly intractable problem. Sadly, the additional £100M that was committed to this area by government was all disbursed through local statutory organisations, despite our recommendations for a national third sector initiative.

The work of the **CCPS Committee on Care and Support for Children and Young People** continued to be led this year by the new Children and Young People (Scotland) Act and associated matters. Funded by the Big Lottery's Third Sector Early Intervention Fund (TSEIF), CCPS was able through the committee to initiate an ambitious programme of work designed to engage third sector providers with the policy agenda around this and related developments.

- CCPS was invited to serve on a new Scottish Government Working Group on Children's Services Planning and Reporting (Parts I and III of the Act). This continues into 2015-16.
- We continued to act as a managing partner of the National Third Sector GIRFEC Project, led by Barnardo's Scotland, the Improvement Service and Voluntary Action Scotland. This work, which is again funded by the TSEIF, aims to promote wider engagement of the third sector in GIRFEC implementation locally. The CCPS Director serves on the Programme Management Board and the Policy & Development Officer works on the project one day a week.
- The committee welcomed a number of guest speakers to its meetings during the year, including Jackie Brock, Chief Executive of Children in Scotland; Catriona Laird, National Child Protection Committee Coordinator; and Alan Baird, Scottish Government Chief Social Work Advisor.
- Meanwhile the committee formed a set of sub-groups to enable closer examination of a range of issues of interest to providers, including changes to the market for residential child care; children's services commissioning models, including Public Social Partnerships; transitions for children and young people; and self-directed support. In addition, the committee heard regular reports from members who represent CCPS on a range of influential working groups and advisory committees convened by Scottish Government and elsewhere.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

As noted in last year's Directors' Report, CCPS lobbying in relation to the **Procurement Reform (Scotland) Act** in 2013-14 was very successful: we secured both an exemption for care contracts from the requirement for advertising and competition, and a commitment to prepare and publish specific guidance on procurement of care and support. This was a significant achievement for the organisation and represented the culmination of several years' work. We have worked to build on this in 2014-15.

- We continued to promote and disseminate the findings of our 2013 national survey of providers' experiences of procurement and tendering. We relied heavily on this evidence to inform our response to the Scottish Government consultation on implementation of the Act and the associated revised EU Directive on public procurement.
- We will also use this considerable evidence base to inform our contributions to the newly-established Reference Group set up by Scottish Government to review the 2010 guidance on procurement of care and support services. We have been invited to serve on this group, which will continue its work until late 2015.
- We continued to serve on the National Steering Group on Strategic Commissioning, and in that capacity, we assisted in the drafting of statutory guidance on strategic commissioning associated with the legislation on health and social care integration. The CCPS Director was quoted in the guidance, and featured in the e-learning tool for Integrated Joint Boards developed by the JIT.
- We also continued to serve on the Scottish Government Public Procurement Advisory Group (PPAG), which was merged in 2014 with the Public Procurement Reform Board (PPRB). This gives us good access to influence strategic developments in procurement and we are able to collaborate with other third sector interests represented on the board, including Social Firms Scotland, VAS and SCVO.
- We kept in close touch with developments within the Scottish Government relating to children's services commissioning, through our Committee on Care and Support for Children and Young People. We have subsequently asked if we can participate in the governance arrangements for this piece of work and hope to play a key role during 2015-16.
- The CCPS Providers & Personalisation (P&P) Programme (see below) worked hard during the year to promote the new legislative duty on local authorities to promote a diverse range of providers in relation to self-directed support. As part of this work, P&P ran an Action Learning Set for commissioners and providers in East Ayrshire, and commissioned independent research on the way in which SDS is being implemented by local authorities with particular reference to Option 2.
- We contributed to the development by Scotland Excel of a new framework contract for adult specialist residential care, and will follow the resulting tender exercise with interest.
- We continued our fruitful collaboration with our European membership association, EASPD, with respect to the European Commission Public Procurement Directives. The new Directives, agreed in 2014, recognise the specificity of care and support contracts and allow member states to introduce a lighter-touch regime.
- We were delighted to agree a package of financial support with Scottish Government Adult Care and Support and Third Sector Divisions to support us to further develop our capacity to influence and inform commissioning and procurement. This funding will take effect from July 2015 and will support the appointment of a specialist Development Manager.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

A number of important reviews relating to **regulation and inspection of care** began in earnest during the year. CCPS worked hard to gather evidence to support its contribution to these reviews on behalf of providers.

- Our P&P Programme undertook research to explore how regulation and inspection will need to adapt to self-directed support as the new mainstream approach to care and support. The research canvassed views from both providers and inspectors, and the report makes a number of recommendations which we will now follow up.
- We commissioned further research from independent experts examining providers' views and experience of current inspection methodologies. The findings will enable us to make a well-informed contribution to the current Care Inspectorate review of its inspection processes, through our membership of the High Level Advisory Group on Care Scrutiny which is guiding the process.
- Senior Care Inspectorate officers attended the CCPS membership meeting in June 2014 to share the findings of their own research into stakeholder views, and to hear providers' views on the way forward. Meanwhile, the CCPS Convener, Director and the HSEU Director met with the Chair and the (then) Chief Executive of the Care Inspectorate and agreed to hold regular liaison meetings.
- A review of the National Care Standards is being progressed at the same time as the inspection methodology review. CCPS put in a written submission in response to the 2014 Scottish Government consultation on the review, and is now serving on both the Project Board and the standards Development Group.
- We recruited a Reference Group of CCPS members to support and advise on all our work in this area.

CCPS continued to play a role throughout the year in initiatives relating to **public service reform**.

- In relation to the Reshaping Care for Older People programme, CCPS continued to represent providers' views and interests on the National Development Group for Older People's Care throughout the year, as well as the independently-chaired Task Force on the future of residential care for older people. We are now leading on taking forward one of the recommendations from that report, exploring the potential for more tenancy-based support.
- The CCPS Director chaired a working group on older people and the prevention agenda for the Scottish Leaders Forum (SLF). The group planned and delivered an event for SLF members in October 2014, addressed by Hillary Cottam, founder and principal partner of Participle, a public service reform social enterprise that developed the 'Circle' model of support for older people.
- At its membership meeting in March 2015, CCPS members heard a presentation by staff and board members of the Digital Health Institute, set up to support the creation of digital products and services that address issues in the health and social care sectors through academic-business-civic partnerships. Several members have followed up on this in relation to specific project ideas.

Feedback from the CCPS membership continues to show that **provider representation on key government working groups** is of considerable importance to providers. During the year, CCPS was invited to serve on a range of new groups: in addition to those already mentioned in this report, these included Scottish Government Children's Hearings Improvement Partnership; the JIT Technology Enabled Care Programme Board; and the Scottish Government Workforce Development Strategic Group. Timely and up to date information is also highly valued by members: during the year, CCPS issued regular electronic Information Digests as well as e-bulletins and briefings on specific topics of importance, such as the Living Wage.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

Specific work programmes

CCPS continued, with welcome external funding, to host a series of focused work programmes designed to support providers in specific areas of interest. Each of these programmes has produced its own detailed annual report: some of the highlights are presented here.

The **Housing Support Enabling Unit (HSEU)**, funded by the Scottish Government, entered its 11th year of operation in 2014-15. The Unit assists providers of housing support to understand key issues within the sector, demonstrate the impact of their work and raise the profile of housing support and the contribution it makes.

- Over the course of the year, the Unit ran a series of events for housing support providers on the integration of health and social care, the National Care Standards and, in collaboration with our P&P Programme, self-directed support and housing support.
- The HSEU continued to focus on welfare reform and the effect that it has on housing support providers, providing briefings and organising events in Edinburgh and Dundee in March 2015.
- The Unit continued to support and contribute to a wide variety of national working groups including the Housing Coordinating Group, set up to promote the role of housing and housing related services in the integration of health and social care. The Unit helped to develop the joint HCG responses to the draft regulations associated with the Public Bodies (Joint Working) Scotland Act and worked closely with colleagues on the HCG to produce related briefings
- The Unit promoted and further developed Better Futures, the outcomes framework for housing support services; and ran the 5th annual 'No Place Like Home' Photography Competition.

The **CCPS Providers & Personalisation (P&P) Programme** is a practice and policy change programme supporting voluntary sector providers to prepare for, and showcase good practice in the journey to self-directed support (SDS). Over the past year, P&P continued to support voluntary sector care and support providers from across Scotland, as well as over 1000 organisations and individuals who are members of its network.

- As noted earlier in this report, the Social Care (Self-directed Support) (Scotland) Act came into force on April 1st 2014. At the same time the Scottish Government published statutory guidance to accompany the Act. P&P were actively involved in the drafting of the guidance and in supporting providers to have a voice in its development.
- This year P&P worked in collaboration with providers from across Scotland to develop and produce national best practice guidance on SDS for providers. The website www.supportmesupportyou.org was launched in March 2015 and sits alongside the national guidance for practitioners, a user guide and a guide for carers.
- With the move to the implementation phase of SDS the focus has turned to the practical changes required to deliver greater choice and control for individuals – P&P has run themed practice exchange events on these issues.
- A common theme emerging for providers has been the issue of regulation and risk. Events discussing risk enablement and capacity issues brought providers and local authorities together to consider these issues.
- A second theme has been the practical implementation of Option 2. P&P has identified, and worked to address, multiple barriers to successful implementation of Option 2 drawing in complex issues such as procurement, commissioning, funding structures and contract approaches.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

- CCPS has now secured a further three years' funding for a leaner, more focussed P&P Programme, which will ensure that the SDS experience developed by adult service providers will be shared with organisations supporting children and families, older people, people who experience homelessness, people with convictions and other groups.

This was the second year of operation of the CCPS **Workforce Development Network (WDN)**, funded by Scottish Government and aiming to support providers with a range of related issues including registration and qualifications, health and social care integration, leadership, SDS, and pay and conditions.

- WDN held a number of events throughout the year including a series of SDS-related seminars on risk enablement, finance, and employee engagement.
- CCPS Workforce Associates represented the sector on a range of national strategic groups including the SDS Workforce Board, the Knowledge Advisory Group, the SSSC Leadership Reference Group and the SSSC Workforce Data Group. Additionally, representation was secured on the national Risk Enablement Group, Workforce for Integration Project Group, Engaged Worker Group and Short Life Working Group on the Support Worker.
- The opening of the SSSC register for housing support and care at home supervisors was supported through a series of events, seminars, e-newsletters and the Voluntary Sector Development Fund. Voluntary sector members for three SSSC groups on fitness to practise and registration were recruited and supported, with information being disseminated to the wider sector through e-bulletin articles, emails and events.
- The WDN continued to support the roll out, development and evaluation of the Step into Leadership resource and was actively involved in the Care Inspectorate review of methodology.
- Integrated induction material was developed jointly with SSSC and with the Criminal Justice Voluntary Sector Forum (CJVSF).
- The annual HR Voluntary Sector Forum Benchmarking Survey was developed and enhanced through a partnership with Strathclyde University and the private sector involved for first time, through Scottish Care.
- Part way through the year, Scottish Government offered CCPS an additional grant to carry out workforce engagement activities, which included involvement in the development and testing of the 'engaged workforce' questions relating to the health and social care integration outcomes, and recruitment and support of voluntary sector workers for a support worker engagement event held jointly with Scottish Care.

As noted above, CCPS secured two years' further funding from The Robertson Trust and The Monument Trust to enable us to provide dedicated support to the **Criminal Justice Voluntary Sector Forum (CJVSF)**.

- During the year, CJVSF worked hard to engage third sector providers in the Scottish Government's programme for the redesign of community justice. We were active in attending consultation events, highlighting the need for strong engagement, responding to consultations and serving on a growing number of related policy committees and working groups. In recognition of the significant representative role that CJVSF has now developed on behalf of the sector, the Scottish Government has invited the Forum to deliver a project for them, commencing in 2015-16, to help to develop engagement between public sector and third sector partners in relation to the new community justice arrangements.
- CJVSF continued to support the development and sharing of good practice and held a joint event with Evaluation Support Scotland, the Scottish Government, The Robertson Trust and other criminal justice partners on the theme of 'what constitutes good evidence?'. In August, a joint event was held with Voluntary Health Scotland and Support In Mind Scotland around health inequalities and vulnerable adults.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

- CJVSF members met regularly throughout the year to share information, collaborate on specific projects and discuss relevant issues with other members and external speakers. A CJVSF Training and Development Working Group was established.
- CJVSF produced briefing papers on the Scottish Prison Service Organisational Review and the HM Chief Inspector of Prisons for Scotland's Annual Report. We also worked with The Robertson Trust to prepare a briefing paper for members of the judiciary about the role of voluntary sector services in supporting young people in the criminal justice system.

Plans for future periods

The CCPS Director and Board have worked during the year to develop a new approach to planning and reporting. A revised strategic plan for 2015-16 has been approved by board and will be put to members at the AGM in September 2015. The new plan is outcome-focused and integrates the work of all our projects and Units beneath a suite of pan-organisational outcomes.

Major features of the new plan will be:

- An ambitious programme of work on commissioning and procurement, and the creation of a new post to deliver it.
- Work to promote and facilitate the engagement and participation of providers in the emerging new public service structures in health and social care, children's services and criminal justice.
- Work to promote and facilitate better partnership working between providers, commissioners and other stakeholders.
- A continuing focus and emphasis on improving pay and conditions for the voluntary sector care and support workforce.
- Work to ensure that providers are able to contribute to and inform the development of revised National Care Standards and new inspection methodologies.
- Work to support providers individually and collectively to influence the policy and practice environment so that it better reflects the principles of the Christie Commission.

Given the positive position with respect to the organisation's current level of free reserves, CCPS is able to do more to support its members in 2015-16 than would be the case with revenue funding alone. The CCPS Board has therefore designated a reserve fund of £75,000 to support our work on commissioning and procurement.

This positive position is attributable in this year to significant savings having arisen from the deletion of the post of Information & Communications Officer part way through the year; and to the budget for the CCPS Conference 2014 finishing in a break-even position instead of a projected deficit. In addition, we received marginally more in membership fees than we had budgeted for.

Financial Review

During the year income exceeded expenditure by £14,755 (2014: £68,474); there was a positive movement in funds of £40,583 (2014: £35,409) for unrestricted funds and a negative movement of £25,828 (2014: positive £33,065) for restricted funds. With total funds brought forward of £571,719, this leaves total funds to carry forward of £586,474 of which £363,741 (2014: £323,158) relates to unrestricted funds and £222,733 (2014: £248,561) relates to restricted funds.

The present level of funding is considered adequate to support the continuation of CCPS's activities.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Achievements and performance (continued)

Reserves Policy

It is the policy of the directors to maintain unrestricted reserves not designated or invested in tangible fixed assets (which are the free reserves of the charity) at a level which equates to 3 months of budgeted expenditure (£83,000). The Board has increased the sum designated for the Pensions Deficit Fund to £111,562 and has designated £75,000 for a Commissioning Fund (see note 9 in the Notes to the Financial Statements). Free reserves now stand at £177,179. The Board is aware that legislative changes relating to the disclosure of pension liabilities in charity accounts, due to take effect in 2016-17, are likely to reduce this figure considerably and the Board is committed to monitoring the situation closely and taking mitigating action as necessary.

Directors Responsibilities Statement

The Directors (whoever also trustees for the purposes of charity law) are responsible for preparing the Directors' 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 directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to:

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

The Directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

DIRECTORS' REPORT (continued)

Statement of disclosure to the auditor

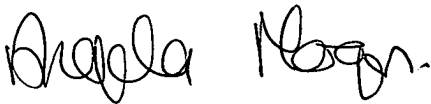
In so far as the Board of Directors are aware

- a) there is no relevant audit information of which the charitable company's auditor is unaware, and
- b) the Board of Directors have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005), the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective April 2008).

Approval

This report was approved by the Board of Directors on 19 August 2015 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'A R Morgan'.

A R Morgan
Treasurer

INDEPENDENT AUDITORS' REPORT TO THE BOARD OF DIRECTORS AND MEMBERS OF CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

We have audited the financial statements of CCPS - Coalition of Care and Support Providers in Scotland for the year ended 31 March 2015 which comprise the Statement of Financial Activities (incorporating Income & Expenditure Account) the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the directors, as a body, in accordance with section 44(1)(c) of the Charities and Trustees Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charitable company's members and the directors 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 charitable company, the charitable company's members as a body, and its directors as a body for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement, the directors (who are also the trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards of Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition we read all the financial and non financial information in the Directors' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

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 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

**INDEPENDENT AUDITORS' REPORT TO THE
MEMBERS AND BOARD OF DIRECTORS OF CCPS - COALITION OF CARE AND SUPPORT
PROVIDERS IN SCOTLAND (CONTINUED)**

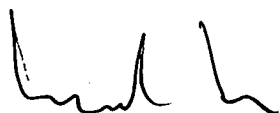
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records or returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the accounts in accordance with the small companies regime and take advantage of the small companies exemptions in preparing the Directors' Report and the requirement to prepare a strategic report.



Michael Crerar CA (Senior Statutory Auditor)
For and behalf of Geoghegans, Statutory Auditor
6 St Colme Street
Edinburgh EH3 6AD

19 August 2015

Geoghegans is eligible to act as an auditor in terms of section 1121 of the Companies Act 2006.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating Income and Expenditure Account) for the year ended 31 March 2015

	Notes	Unrestricted Funds	Restricted Funds	Total 2015	Total 2014
Incoming Resources					
Incoming resources from generated funds:					
Grants and donations	3	29,653	435,299	464,952	470,235
Bank interest		274	-	274	535
Incoming resources from charitable activities:					
Subscriptions		218,990	-	218,990	220,923
Conference income		41,530	-	41,530	-
Events income		5,094	3,050	8,144	8,740
Other income		-	44,615	44,615	39,079
Total incoming resources		<u>295,541</u>	<u>482,964</u>	<u>778,505</u>	<u>739,512</u>
Resources Expended					
Charitable activities		236,838	508,792	745,630	652,027
Governance costs		<u>18,120</u>	<u>-</u>	<u>18,120</u>	<u>19,011</u>
Total resources expended	4	<u>254,958</u>	<u>508,792</u>	<u>763,750</u>	<u>671,038</u>
Net income for year					
Net movement in funds year	5	40,583	(25,828)	14,755	68,474
Funds brought forward		<u>323,158</u>	<u>248,561</u>	<u>571,719</u>	<u>503,245</u>
Funds Carried Forward		<u>£ 363,741</u>	<u>£ 222,733</u>	<u>£ 586,474</u>	<u>£ 571,719</u>

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

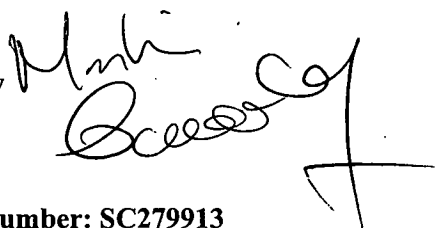
BALANCE SHEET at 31 March 2015

	Notes	2015	2014
Fixed Assets			
Tangible Assets	7	<u>-</u>	<u>715</u>
Current Assets			
Debtors	8	13,548	15,513
Cash at bank and in hand		<u>610,455</u>	<u>582,389</u>
		<u>624,003</u>	<u>597,902</u>
Current Liabilities			
Trade creditors		23,317	6,244
Other creditors		10,492	10,954
Accruals and deferred income		<u>3,720</u>	<u>9,700</u>
		<u>37,529</u>	<u>26,898</u>
Net Current Assets		<u>586,474</u>	<u>571,004</u>
Net Assets		<u>£ 586,474</u>	<u>£ 571,719</u>
Funds			
Unrestricted funds	9	363,741	323,158
Restricted funds	9	<u>222,733</u>	<u>248,561</u>
		<u>£ 586,474</u>	<u>£ 571,719</u>

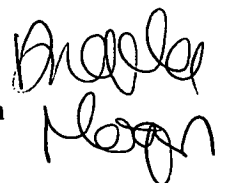
These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved and authorised for issue by the Board of Directors on 19 August 2015 and signed on its behalf by:

M R Cawley
Convenor



A R Morgan
Treasurer



Company Number: SC279913

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2015

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements have also been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP) issued in March 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income from charitable activities

Membership subscriptions, grants, conference and other income are accounted for when receivable by the charity. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income

Bank interest is accounted for when receivable.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. The charity is not registered for VAT and expenditure therefore includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities 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 as set out in Note 4.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

1 Accounting policies (continued)

Pension costs

CCPS is a member of the Scottish Voluntary Sector Pension Scheme (the Scheme) which is a multiple employer defined benefit scheme. This Scheme closed to future accrual on 31 March 2010. As it is not possible to confirm CCPS's share of the underlying assets and liabilities of the Scheme it is accounted for as defined contribution scheme with costs equal to the contributions made for the accounting period.

CCPS also operates a group personal pension scheme on a defined contribution basis. The contributions payable are charged to the Statement of Financial Activities in the period to which they relate.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing less than £1,000 are not capitalised.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office equipment – 3 years straight line basis.

Fund accounting

Funds held by the charity are either:

Unrestricted funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Board of Directors. Unrestricted funds include designated funds where the directors, at their discretion, have created a fund for a specific purpose.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

Taxation

As a charity the company is exempt from tax on income and capital gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

2 Legal status of the charity

The charity is a company limited by guarantee and not having a share capital. That liability of each member in the event of winding up is limited to £1.

3 Grants and donations

	Unrestricted Funds	Restricted Funds	2015 Total	2014 Total
Scottish Government, Housing Voluntary Grant Scheme 2014-15 funding re: Housing Support Enabling Unit	3,000	117,640	120,640	120,640
Scottish Government, Office of the Chief Social Work Advisor funding re: Workforce Development Network	8,500	26,500	35,000	50,000
Scottish Government, Adult Care and Support and Third Sector Divisions funding re: Providers & Personalisation Programme.	-	144,439	144,439	139,716
Scottish Government, Adult Care and Support Division funding re: P & P Guidance Project	13,153	78,860	92,013	87,716
Co-funding from The Robertson Trust and The Monument Trust re: Criminal Justice Voluntary Sector Forum	5,000	45,000	50,000	50,000
Big Lottery Third Sector Early Intervention Fund funding re: National Third Sector GIRFEC Project	-	22,860	22,860	22,163
	<u>£ 29,653</u>	<u>£ 435,299</u>	<u>£464,952</u>	<u>£470,235</u>

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

4 Total Resources Expended

	Basis of Allocation	Charitable Activities	Governance	Total 2015	Total 2014
Costs directly allocated to activities					
Staff costs	Staff time	381,082	14,150	395,232	393,674
Travel	Direct	12,245	-	12,245	12,419
Printing	Direct	9,446	-	9,446	9,091
Website development	Direct	96	-	96	14,615
CCPS events	Direct	54,848	-	54,848	43,647
Office costs share	Usage	14,161	-	14,161	14,488
Conference expenditure	Direct	49,022	-	49,022	-
Membership EASPD	Direct	3,443	-	3,443	3,981
Subscriptions/publications	Direct	2,544	-	2,544	1,620
Research/consultancy	Direct	149,402	-	149,402	59,035
Equipment	Direct	4,856	-	4,856	2,009
Audit fees	Direct	-	2,230	2,230	2,050
Accountancy fees	Direct	-	1,490	1,490	1,370
Outcomes framework costs	Direct	15,690	-	15,690	65,934
Bad debts	Direct	300	-	300	475
Support costs allocated to activities					
Staff costs	Staff time	22,026	-	22,026	20,942
Office costs share	Usage	9,441	-	9,441	9,659
Professional fees	Direct	1,012	-	1,012	699
Stationery	Direct	2,635	-	2,635	2,295
Computer costs	Direct	92	-	92	448
Depreciation	Direct	715	-	715	933
Insurance	Direct	874	-	874	778
Trustee indemnity insurance	Direct	-	250	250	250
Life Assurance costs	Direct	1,415	-	1,415	1,259
Training	Direct	3,160	-	3,160	4,213
IT support	Direct	6,231	-	6,231	4,639
Bank charges	Direct	894	-	894	515
Total resources expended		£ 745,630	£ 18,120	£ 763,750	£ 671,038

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

5	Net movement in funds	2015	2014
		£	£
	This is stated after charging:		
	Depreciation	715	932
	Auditors' remuneration (excluding VAT)		
	- audit services	1,858	1,800
	- other services	<u>1,502</u>	<u>1,200</u>

6 Staff costs

No remuneration was paid to the Board of Directors during the year, nor were any expenses reimbursed.

No director or other person related to the charity had a personal interest in any contract or transaction entered into by the charity during the year (2014: None).

The staff costs were:

	2015	2014
Salaries and wages	343,166	339,022
Social Security costs	33,407	35,444
Pension	20,036	20,102
Pension deficit contributions	<u>20,649</u>	<u>20,048</u>
	<u>£ 417,258</u>	<u>£ 414,616</u>

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

Management	3	3
Policy and Development	6	6
Administration and support	<u>2</u>	<u>2</u>
	<u>11</u>	<u>11</u>

Higher paid employees:

One employee (2014: One) received emoluments of between £60,000 and £70,000 in the year.

Pension contributions were made to a defined contributions scheme for the highest paid employees of £6,076 (2014: £6,074).

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

7 Tangible fixed assets

	Office Equipment
Cost	
At 31 March 2014	12,761
Additions	-
Disposals	(1,550)
At 31 March 2015	11,211
Depreciation	
At 31 March 2014	12,046
Charge for the year	715
Disposals	(1,550)
At 31 March 2015	11,211
Net book value	
At 31 March 2015	£ -
At 31 March 2014	£ 715

8 Debtors	2015	2014
Trade debtors	11,115	1,340
Prepayments and other debtors	2,433	14,173
	<u>£ 13,548</u>	<u>£ 15,513</u>

9 Funds	31 March 2014	Incoming Resources	Resources Expended	Transfers	31 March 2015
<i>Unrestricted:</i>					
General Fund	217,162	295,541	(254,958)	(80,566)	177,179
<i>Designated:</i>					
Commissioning Fund	-	-	-	75,000	75,000
Pensions Deficit Fund	105,996	-	-	5,566	111,562
	<u>323,158</u>	<u>295,541</u>	<u>(254,958)</u>	<u>-</u>	<u>363,741</u>
<i>Restricted:</i>					
Housing Support Enabling Unit	45,803	152,905	(157,143)	11,500	53,065
Providers & Personalisation Programme	71,920	144,439	(175,127)	5,715	46,947
P&P Guidance Project	38,604	78,860	(52,829)	-	64,635
Criminal Justice Voluntary Sector Forum	41,270	47,150	(42,825)	-	45,595
Workforce Development Network	50,713	36,750	(57,776)	(17,215)	12,472
National Third Sector GIRFEC Project	251	22,860	(23,092)	-	19
	<u>248,561</u>	<u>482,964</u>	<u>(508,792)</u>	<u>-</u>	<u>222,733</u>
	<u>£ 571,719</u>	<u>£ 778,505</u>	<u>£ (763,750)</u>	<u>£ -</u>	<u>£ 586,474</u>

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

9 Funds (cont)

	General Funds (Unrestricted)	Housing Support Enabling Unit (Restricted)	Providers & Personalisation Programme (Restricted)	P&P Guidance Project (Restricted)	Criminal Justice Voluntary Sector Forum (Restricted)	Workforce Development Network (Restricted)	National Third Sector GIRFEC Project (Restricted)	Total
Tangible fixed assets	-	-	-	-	-	-	-	-
Net current assets	363,741	53,065	46,947	64,635	45,595	12,472	19	£ 586,474
Net assets	<u>£ 363,741</u>	<u>£ 53,065</u>	<u>£ 46,947</u>	<u>£ 64,635</u>	<u>£ 45,595</u>	<u>£ 12,472</u>	<u>£ 19</u>	<u>£ 586,474</u>

Housing Support Enabling Unit (restricted)

The Housing Support Enabling Unit is a project funded primarily through the Scottish Government Housing Services and Regeneration Division to assist and support voluntary and independent service providers in relation to their provision of housing support. The Scottish Federation of Housing Associations (SFHA) also makes a financial contribution to the HSEU in recognition of the importance of the Unit's work on behalf of housing associations. In addition; the HSEU generates funds from subscribers to their Better Futures outcomes framework software. These subscriptions pay in part for on-going commitments towards maintenance and license fees charged by the software developer.

Providers & Personalisation Programme (restricted)

The Providers & Personalisation Programme is funded by the Scottish Government Adult Care and Support Division (Self Directed Support Branch) and the Third Sector Division to assist and support service providers in relation to the developing agenda for personalisation and self directed support.

P&P Guidance Project (restricted)

The P&P Guidance Project is funded by the Scottish Government Adult Care and Support Division (Self Directed Support Branch) for the purpose of developing provider and service user guidance for self-directed support.

Criminal Justice Voluntary Sector Forum (restricted)

The Criminal Justice Voluntary Sector Forum is funded in equal parts by The Robertson Trust and The Monument Trust to assist and support service providers in relation to work around criminal justice.

Workforce Development Network (restricted)

The Workforce Development Network project was funded by the Scottish Government Office of the Chief Social Work Adviser to aid with the development of Scotland's Social Service Workforce. Additional funds were provided this year to allow CCPS to work collaboratively with the SSSC, in partnership with other agencies as necessary, on Workforce Engagement Activities.

National Third Sector GIRFEC Project (restricted)

The Third Sector Early Intervention Fund grant is a 2 year grant to develop CCPS capacity to support members' engagement with the National Third Sector GIRFEC Project to influence national children's policy development, with particular focus on the Children and Young People's Bill.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

9 Funds (continued)

Commissioning Fund (designated)

The Commissioning Fund relates to monies set aside to co-ordinate the work of CCPS and its funded programmes in relation to commissioning, procurement and SDS.

Pension Deficit Fund (designated)

The Pension Deficit Fund relates to monies set aside to help meet future contributions payable to meet the charity's share of the Scottish Voluntary Sector Pension Scheme deficit.

10 Pension Commitments

(a) *Defined contribution pension arrangements*

CCPS operates a group personal pension scheme on a defined contribution basis. Employer contributions are paid in the range of 6% to 10% of pensionable salaries while employee contributions are a minimum 4% of pensionable salaries. Employer pension contributions payable in the year were £20,036 (2014: £20,102). The amount included within creditors at the year end is Nil (2014: Nil).

(b) *Defined benefit pension arrangements*

CCPS participates in the Scottish Voluntary Sector Pension Scheme (the Scheme). The Scheme is a multi-employer defined benefit scheme. The Scheme is funded and was contracted out of the state scheme until 31 March 2010, when the scheme was closed to further accrual.

From 1 October 2007 CCPS operated a final salary with a 1/60th accrual rate benefit structure for active members until the date of Scheme closure on 31 March 2010.

The Scheme closed to future accrual on 31 March 2010. There is currently no intention to wind-up the Scheme and it continues in paid-up form.

The Trustee commissions an actuarial valuation of the Scheme every three years. The main purpose of the valuation is to determine the financial position of the Scheme in order to determine the level of future contributions required so that the Scheme can meet its pension obligations as they fall due.

The actuarial valuation assesses whether the Scheme's assets at the valuation date are likely to be sufficient to pay the pension benefits accrued by members as at the valuation date. Asset values are calculated by reference to market levels. Accrued pension benefits are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

It is not possible in the normal course of events to identify the share of underlying assets and liabilities belonging to individual participating employers. This is because the scheme is a multi-employer scheme where the scheme assets are co-mingled for investment purposes and benefits are paid from total scheme assets. Accordingly, due to the nature of the Scheme, the accounting charge for the period under the FRSSE (effective April 2008) represents the employer contribution payable.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

10 Pension Commitments (continued)

The last formal valuation of the Scheme was performed as at 30 September 2011 by a professionally qualified actuary using the Projected Unit Method. The market value of the Scheme's assets at the 30 September 2011 was £66.2 million. The valuation revealed a shortfall of assets compared with the value of liabilities of £28.8 million (equivalent to a past service funding level of 69.7%).

The financial assumptions underlying the valuation as at 30 September 2011 were as follows:

	%pa
• Investment return pre retirement	5.8
• Investment return post retirement	4.0
• Rate of salary increase	4.4
• Rate of pension increases:	
For pensionable service pre 6 April 2005	2.4
For pensionable service post 5 April 2005	1.9
• Rate of price inflation (CPI)	2.4

If an actuarial valuation reveals a shortfall of assets compared to liabilities the Trustee must prepare a recovery plan setting out the steps to be taken to make up the shortfall.

From 1 April 2013 a new recovery plan came into effect, following the finalisation of the 2011 valuation. Payments for the year to 31 March 2015 were £20,649 (2014 - £20,048) increasing to £21,268 next year.

If the valuation assumptions are borne out in practice this pattern of contributions should be sufficient to eliminate the entire funding shortfall by 31 March 2028.

A copy of the recovery plan must be sent to the Pensions Regulator. The Regulator has the power under Part 3 of the Pensions Act 2004 to issue scheme funding directions where it believes that the actuarial valuation assumptions and/or recovery plan are inappropriate. For example the Regulator could require that the Trustee strengthens the actuarial assumptions (which would increase the scheme liabilities and hence impact on the recovery plan) or impose a schedule of contributions on the Scheme (which would effectively amend the terms of the recovery plan).

The recovery plan from the 2011 valuation has been submitted to the Pensions Regulator.

The Scheme Actuary has prepared an Actuarial Report that provides an approximate update on the funding position of the Scheme as at 30 September 2013. Such a report is required by legislation for years in which a full actuarial valuation is not carried out. The funding update revealed an increase in the assets of the Scheme to £81 million (from £73 million at 30 September 2012) and indicated a decrease in the shortfall of assets compared to liabilities to approximately £34 million (from £36 million at 30 September 2012), equivalent to a past service funding level of 71% (from 67.2% at 30 September 2012). The 30 September 2014 valuation process is underway and the results of this valuation, which is expected to be finalised by 31 December 2015, will be included in next year's disclosure note.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Scheme. The debt is due in the event of the employer ceasing to participate in the Scheme or the Scheme winding up.

CCPS - COALITION OF CARE AND SUPPORT PROVIDERS IN SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2015

10 Pension Commitments (continued)

The debt for the Scheme as a whole is calculated by comparing the liabilities for the Scheme (calculated on a buyout basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Scheme. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Scheme's liability attributable to employment with the leaving employer compared to the total amount of the Scheme's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any "orphan" liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Scheme liabilities, Scheme investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

CCPS has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Scheme based on the financial position of the Scheme as at 30 September 2014. As of this date the estimated employer debt for CCPS was £991,600 (2014: £701,800).

11 Control

In the opinion of the Directors, there is no ultimate controlling party.