REGISTERED CHARITY NUMBER: SC023918

Report of the Trustees and

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Financial Statements for the Year Ended 31 March 2024

for

WESTERN ISLES COMMUNITY CARE FORUM

Mann Judd Gordon Ltd Chartered Accountants 26 Lewis Street Stornoway Isle of Lewis HS1 2JF

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Report of the Trustees for the Year Ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects and principal activities are the provision of advice and assistance with regard to the establishment and operation of organisations which are established for the care, good health and benefit of the residents of the Western Isles.

Report of the Trustees for the Year Ended 31 March 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The activities of the Forum in the year under review were diverse and the Co-ordinator and Board members worked with a variety of local statutory groups and national organisations; local voluntary care organisations and many others in the furtherance of the charity's objectives. Organisations and Committees worked with during the year include:

Adult Protection Committee

Advocacy Western Isles

Age Scotland

Alzheimer Scotland (Lewis & Harris Branch)

Allied Health Professionals

Augumentative and Alternative Communication Committee

Bethesda Nursing Home and Hospice

Caraidean Uibhist

Care for People Emergency Planning Group

Carers Centres Managers Network

Carers' Information Strategy

Chest Heart & Stroke Scotland

Child Protection Committee

Coalition of Carers

Cobhair Bharraigh

Crossroads Care Harris

Crossroads Lewis

Disability Equality Scotland

Harris Community Wheels

Harris Disability Access Panel

Harris Forum

Harris Voluntary Service

Leverburgh Care Home

Locality Planning Groups

Musical Memories

Neurohebrides

Penumbra

Shared Care Scotland

Strategic Planning Group

Tagsa Uibhist

Tighean Innse Gall

Western Isles Citizens Advice Service

Western Isles Sensory Centre

Western Isles IJB

Work continued on the Carers' Newsletter, Register of Carers, updating the Directory of Care Services, Facebook and the website. The charity worked with a broad range of Voluntary Care organisations and with various departments within the Statutory Sector.

During the year the charity was also involved in twelve specific projects that have been accounted for in the restricted fund:

Time To Live Fund - Funding received from Shared Care Scotland to provide grants to carers for respite breaks.

Personal Assistant Directory - We continue to administer and maintain this service, which was funded by Highland & Islands Enterprise, Carers Information Strategy and We are the Future.

Eolas - funding received from Creative Breaks to provide an opportunity for carers to meet socially in a relaxed setting.

Carers Trainers Project - funding received from:

The National Lottery Community Fund

Robertson Trust

Western Isles IJB

Report of the Trustees for the Year Ended 31 March 2024

The project offers the following services:

- Provision of training to unpaid carers in their own homes
- Sign posting/referral to support services/agencies
- Blood pressure checks
- Hosting social groups for carers
- Provision of training to member organisations established to provide care and support

Respitality - The aim of Respitality is to provide a short vital break from routine for unpaid carers in Scotland when they need it most. This is achieved by connecting carers' organisations with hospitality, tourism and leisure businesses who are willing to donate a break free of charge

Cost of Living Support - provision of grants to unpaid carers to assist them with the cost energy bills. Partnered with Crossroads Care Harris and also received a grant from CNES Cost of Living Support Fund.

Hardship Fund - supported by a grant received from Shared Care Scotland

Respite Fund - Grant received from Catherine Macleod Trust to provide respite breaks to unpaid carers living in the Isle of Harris

Fois - Provision of a week's respite break for unpaid carers, in accommodation donated by owners

Musical Memories - This project which supports people living with dementia or any long term condition and their carers and those living alone. It provides sessions of music, singing and chat, alternating between face to face sessions and over a digital platform to help prevent social isolation and loneliness. Funding was received from Age Scotland and Communities Mental Health & Wellbeing Fund.

Carers Act Transformation Support (CATS) Fund - funding received to enable the purchase of IT equipment, office equipment and IT training.

Alternative & Augmentative Communication

- Administer the funds received from NHS Western Isles as directed by the Steering Group

FINANCIAL REVIEW

Reserves policy

The Company's continued operation is dependent on grant aid from Western Isles Integrated Joint Board. These grants are awarded on an annual recurring basis, subject to satisfactory achievement of stated objectives, contained in a twice-yearly review. In the unlikely event of the statutory bodies withdrawing funding, sufficient notice would be given to allow remaining funding to be used to finance staff redundancies.

Restricted funds are held in a separate bank account.

FUTURE PLANS

- To continue to provide advice and assistance to organisations and individuals throughout the Western Isles.
- To establish appropriate organisations where there is a proven need.
- To continue to publish the Carers' Newsletter, to update the Register of Carers as well as the Directory of Care Services, recruit for and update the Personal Assistant Directory, update website, utilise facebook and consult with statutory organisations and working groups.
- To respond to any reasonable request which is within the agreed remit of the organisation.
- Secure funding to continue the Carers Trainers Project and develop this project in line with the needs of the carers.
- Raise awareness of our services.
- Secure funding to continue Eolas and respite grants.
- To seek further donors for the Respitality project.
- Explore the potential for a local Carers Discount Card.
- Continue to promote the sale of our recipe book.

Report of the Trustees for the Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a Scottish Charitable Incorporated Organisation (SCIO) as of 30 March 2022. The charity was previously a charitable company limited by guarantee, incorporated on 10 July 1995 and registered as a Scottish charity. The assets of the charitable company were transferred to the SCIO on 30 March 2022.

Prior to this 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 were required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

The company appoints as directors persons who have direct involvement with charitable organisations which have been established for the care, good health and benefit of residents of the Western Isles and also users of Health and Community Care services and their carers. Representatives are drawn from throughout the whole area.

Organisational structure

Under the SCIO constitution, the Trustees at the time the organisation was converted from a charitable limited company to a SCIO were the first members of the SCIO.

Office staff attend Board meetings and service them. Any decision regarding staffing issues is communicated in person by the Chair to the member of staff concerned and confirmed in writing.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

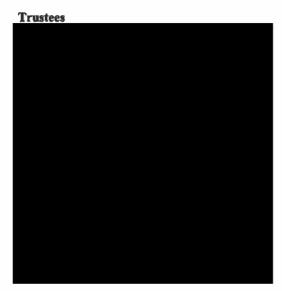
REFERENCE AND ADMINISTRATIVE DETAILS Registered Charity number

SC023918

Registered office

Room 14 Council Offices West Tarbert Isle of Harris Western Isles HS3 3BG

Report of the Trustees for the Year Ended 31 March 2024



Company Secretary

Independent Examiner

Mann Judd Gordon Ltd Chartered Accountants 26 Lewis Street Stornoway Isle of Lewis HS1 2JF

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Western Isles Community Care Forum for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Report of the Trustees for the Year Ended 31 March 2024

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 14 November 2024 and signed on its behalf by:



Independent Examiner's Report to the Trustees of Western Isles Community Care Forum

I report on the accounts for the year ended 31 March 2024 set out on pages eight to fifteen.

Respective responsibilities of trustees and examiner

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

Basis of the independent examiner's report

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

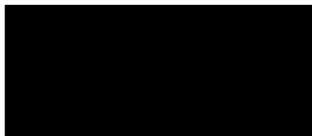
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006
 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Chartered Accountants 26 Lewis Street Stornoway Isle of Lewis HS1 2JF

14 November 2024

Statement of Financial Activities for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Restricted fund £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	2	6,458	49	6,507	1,068
Charitable activities Charitable activities	4	59,941	139,662	199,603	177,644
Other trading activities	3	900	.	900	525
Total		67,299	139,711	207,010	179,237
EXPENDITURE ON Charitable activities	5	9)			
Charitable activities		50,229	137,713	187,942	160,628
NET INCOME		17,070	1,998	19,068	18,609
RECONCILIATION OF FUNDS Total funds brought forward		39,353	52,799	92,152	73,543
TOTAL FUNDS CARRIED FORWARD		56,423	54,797	111,220	92,152

Balance Sheet 31 March 2024

	Notes	Unrestricted fund £	Restricted fund	31.3.24 Total funds £	31.3.23 Total funds £
FIXED ASSETS	110000	~	~	-	-
Tangible assets	12	-	-	-	439
CURRENT ASSETS Cash at bank		57,203	54,936	112,139	92,509
CREDITORS					
Amounts falling due within one year	13	(780)	(139)	(919)	(796)
•					
NET CURRENT ASSETS		56,423	54,797	111,220	91,713
TOTAL ASSETS LESS CURRENT		56.400	54 505	111 200	00.150
LIABILITIES		56,423	54,797	111,220	92,152
NET ASSETS		56,423	54,797	111,220	92,152
FUNDS	14				
Unrestricted funds	14			56,423	39,353
Restricted funds				54,797	52,799
TOTAL FUNDS				111,220	92,152

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 14 November 2024 and were signed on its behalf by:



Notes to the Financial Statements for the Year Ended 31 March 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the accounts is Pound sterling (£).

The accounts are rounded to the nearest £1.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 3 years.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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 particular restricted purposes.

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Notes to the Financial Statements - continued for the Year Ended 31 March 2024

2.	DONATIONS AND LEGAC	CIES			21 2 24	21 2 22
		υ	inrestricted funds £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
	Donations and fundraising		6,458	<u>49</u>	6,507	1,068
3.	OTHER TRADING ACTIV	ITIES			31.3.24	21 2 22
		υ	Inrestricted funds £	Restricted funds £	Total funds £	31.3.23 Total funds £
	Membership fees		900	<u> </u>	900	525
4.	INCOME FROM CHARIT.	ABLE ACTIVITIES	.			
					31.3.24	31.3.23
	Constr	Activity Charitable activities			£ 190,010	£ 165,709
	Grants Project management fees	Charitable activities			8,519	9,635
	Other income	Charitable activities			1,074	2,300
					199,603	177,644
	Grants received, included in the	ne above, are as follov	ws:			
					31.3.24	31.3.23
					£	£
	Western Isles IJB Comhairle nan Eilean Siar				64,737 26,955	44,124
	Shared Care Scotland – funde	d by Scottish Govern	ment		39,538	34,570
	NHS Western Isles	a by beenish devem	mont		(4,270)	
	Robertson Trust				27,500	28,750
	Catherine MacLeod Trust				-	3,000
	Scottish Council for Voluntar	y Organisations			-	9,977
	Age Scotland Grant				-	760
	Harris Voluntary Service	Found			26,250	3,298 28,750
	National Lottery Community Groundwork UK	ruiu			20,230	1,000
	Westen Isles Carers & Users	Supporters Network			-	8,980
	Community Mental Health W				-	2,500
	Crossroads Harris				3,800	-
	Catherine M Macleod Trust				3,000	-
	UCVO				2,500	-
					190,010	165,709

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

5. CHARITABLE ACTIVITIES COSTS

э.	CHARITABLE ACTIVITIES COSTS		_		
			Grant funding of		
		Direct	activities		
		Costs (see	(see note	Support	
		note 6)	7)	costs	Totals
		£	£	£	£
	Charitable activities	134,670	52,510	762	187,942
6.	DIRECT COSTS OF CHARITABLE ACTI	VITIES			
				31.3.24	31.3.23
	a			£	£
	Staff costs			94,933	85,217
	Rent			1,803	1,493
	Insurance			1,498	1,120
	Light and heat		· ·	1,139	1,684
	Telephone and internet			1,849	2,257
	Postage and stationery Travel and accommodation			3,106	4,786
				4,745 988	5,276 65
	Meetings and conferences			988 459	
	Subscriptions and books			439 138	166 117
	Bank charges			322	400
	Cleaning Recruitment costs			335	1,795
	Short Breaks costs			333	20,860
	Eolas			9,654	7,497
	Musical memories			2,872	1,604
	Remote Working Fund			2,672	20
	Carers Capacity Build Fund			•	9,977
	Project management fees			8,519	9,635
	Carers Week			1,871	7,033
	Cats Fund Expense			1,071	360
	Scot Spirit			_	4,677
	Depreciation			439	878
	Deproduction			433	
				134,670	159,884
_					
7.	GRANTS PAYABLE			31.3.24	31.3.23
				£	£
	Charitable activities			52,510	
	The total grants paid to individuals during the	year was as follow	vs:		
		•		31.3.24	31.3.23
	Cost of Living Compart Eved			£	£
	Cost of Living Support Fund grants			25,000 3,800	-
	Energy Support (Harris Carers) Catherine M Macleod Trust			3,000	Ţ.
	Winter Hardship Fund			3,300	<u></u>
	Shortbreaks Fund			17,410	-
	PROTOGRAM I MIN				
				52,510	-

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24	31.3.23
	£	£
Depreciation - owned assets	439	879

9. TRUSTEES' REMUNERATION AND BENEFITS

TOTAL FUNDS CARRIED FORWARD

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

Charitable activities

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

31.3.24

31.3.23

10. STAFF COSTS

The average monthly number of employees during the year was as follows:

	No employees received emoluments in excess of £60,000.			
11.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL INCOME AND ENDOWMENTS FROM	AL ACTIVITIES Unrestricted fund £	Restricted fund £	Total funds £
	Donations and legacies	1,047	21	1,068
	Charitable activities Charitable activities	65,039	112,605	177,644
	Other trading activities	525		525
	Total	66,611	112,626	179,237
	EXPENDITURE ON Charitable activities			
	Charitable activities	45,746	114,882	160,628
	NET INCOME/(EXPENDITURE)	20,865	(2,256)	18,609
	RECONCILIATION OF FUNDS Total funds brought forward	18,488	55,055	73,543

39,353

52,799

92,152

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

12. TANGIBLE FIXED ASSETS

			Equipment £
	COST		2
	At 1 April 2023 and 31 March 2024		5,786
	DEPRECIATION		
	At 1 April 2023		5,347
	Charge for year		439
	At 31 March 2024		5,786
	NET BOOK VALUE		
	At 31 March 2024		
	At 31 March 2023		439
13.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31,3.24	31.3.23
	Accrued expenses	£ 919	£ 796

14. MOVEMENT IN FUNDS

Purpose of funds

Unrestricted general fund:

This fund is used to account for income and expenditure relating to the charitable objectives of the organisation, where no restriction has been placed on the income received.

Restricted general fund:

This fund is used to account for specific projects that the charity undertakes periodically. At the year-end, the balance of the fund was comprised as follows:

	£
Cost of Living Crisis	7,500
Trainers	24,944
TTL - Short Breaks Fund	7
Augmentative and Alternative Communication Project	4,270
PA Directory Project	1,040
Eolas - Creative Breaks Fund	7,740
Musical Memories	1,917
CMHWF	2,500
Age Scotland	760
CATS Fund	1,707
Total	52,385

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

15. RELATED PARTY DISCLOSURES

Related party disclosures are recorded in note 8.

16. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	101 110 1 101 1110 0 0 1 1 1 1 1 1 1		31.3.24	31.3.23
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies Donations and fundraising	6,458	49	6,507	1,068
Other trading activities Membership fees	900	-	900	525
Charitable activities			100.010	166.700
Grants	50,348	139,662	190,010	165,709
Project management fees	8,519	-	8,519	9,635
Other income	1,074		1,074	2,300
	59,941	139,662	199,603	177,644
Total incoming resources	67,299	139,711	207,010	179,237
EXPENDITURE		24		
Charitable activities				
Wages	40,778	54,155	94,933	85,217
Rent	893	910	1,803	1,493
Insurance	298	1,200	1,498	1,120
Light and heat	1,074	65	1,139	1,684
Telephone and internet	1,091	758	1,849	2,257
Postage and stationery	1,598	1,508	3,106	4,786
Travel and accommodation	301	4,444	4,745	5,276
Meetings and conferences	988	-	988	65
Subscriptions and books	315	144	459	166
Bank charges	138	-	138	117
Cleaning	322	-	322	400
Recruitment costs	•	335	335	1,795
Short Breaks costs	-	•		20,860
Eolas	-	9,654	9,654	7,497
Musical memories	-	2,872	2,872	1,604
Remote Working Fund	-	-	-	20
Carers Capacity Build Fund	-			9,977
Project management fees		8,519	8,519	9,635
Carers Week	1,871	-	1,871	260
Cats Fund Expense	-	-	-	360
Scot Spirit	-	420	420	4,677
Depreciation - equipment Grants to individuals		439 52,510	439 52,510	878
	49,667	137,513	187,180	159,884

Support costs

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	Unrestricted funds £	Restricted funds	31.3.24 Total funds £	31.3.23 Total funds £
Support costs Governance costs Accountancy fees	562	200	<u>762</u>	744
Total resources expended	_50,229	137,713	187,942	160,628
Net income	17,070	1,998	19,068	18,609