

C W I N

Central & West
Integration Network

TRUSTEES' ANNUAL REPORT

1 APRIL 2017 TO 31 MARCH 2018

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Charity contact information

Central and West Integration Network (CWIN)

Scottish Charity Number: SC042071

Registered Office

Address: 21 Rose Street

Glasgow, G3 6RE

Bankers

Bank of Scotland

Telephone number

0141 573 0978

Email address

Centralandwestintegration@googlemail.com

Website

www.cwin.org.uk

MANAGEMENT COMMITTEE

Peter Taylor	Chairman
Ramzan Shah	Treasurer
Priscille Mulhearn	Executive Committee Member
Cath McGee	Executive Committee Member
Heidi McLean	Executive Committee Member



Cabinet Secretary's visit to CWIN in February 2018



Our Chairman's Report

Central and West Integration Network has continued to offer activities aimed at bringing people - individuals, community groups, and other agencies - together. Through all of these we try to ensure that refugees, asylum seekers, migrant workers and BAME communities in Central and West Glasgow have access to resources needed to alleviate poverty, improve living standards and promote settlement and integration within the wider community.

We still have a strong focus on the needs of refugees and asylum seekers, especially at a time when the UK government is trying to make the environment more 'hostile' for them. Refugees and asylum seekers make up many, but by no means all, of the users of our always busy and welcoming Friday 'drop-in' sessions. Everyone enjoys sitting down together for a hot meal at these. A range of support and activity is available there, from the Food Bank to advice, information and language learning, and sometimes entertainment or craft activities as well. We are also happy to act as one of the main places where people collect destitution grants from the Refugee Survival Trust, having helped 512 people this year, a major commitment for our staff.

We also support activities for a wide range of people in the community, for example through ESOL classes and women's activities groups. This happens both in Garnethill Multicultural Community Centre, where we are based, and across the City Centre and West End, from Townhead to Whiteinch. With the help of the National Lottery's Young Start Fund we launched a new programme of youth activities, which have been getting an enthusiastic response from young people.

This was a particularly busy year of special events, in venues from Hillhead Library to Kelvingrove Park. Our members' meetings provided lively opportunities to exchange ideas about the issues facing our communities and actions to deal with these; and our Information Bulletins help to keep members in touch with issues and opportunities.

This is all achieved by a small staff from a rather cramped space! Thanks, must go to Florence, Julia and Wing for their continuing efforts, and to Sylvia who started working during the year. It would not be possible without the active team of volunteers that we support – more than 40 this year, or the support of our Executive Committee members.

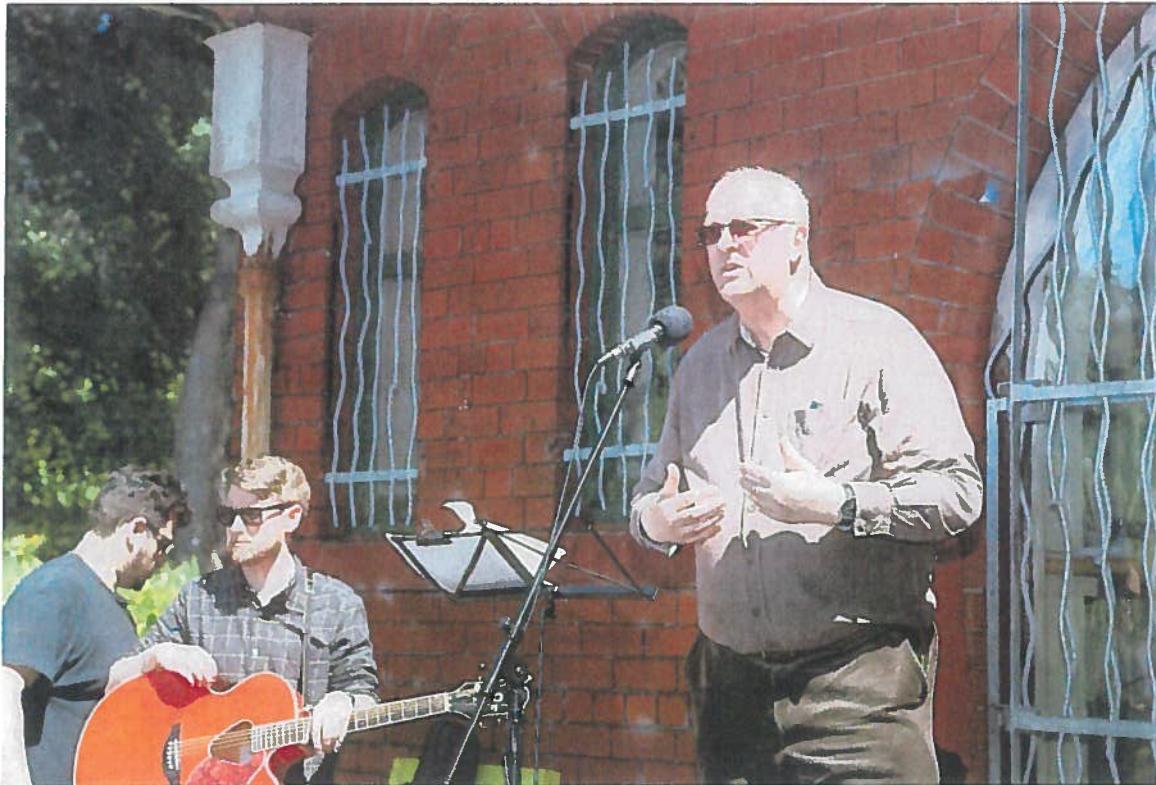
Thanks, are also due to all our funders, especially to Glasgow Community Planning Partnership, without whose core financial support we would not exist; and to a range of partners who make our activities possible. I have space to mention only the Refugee Survival Trust, Glasgow ESOL Forum, Garnethill Multicultural Community Centre, and the range of shops, plus the FareShare project, who help us with food.

This will be our last full year of reporting on the Network under its old Constitution. Later in 2018 we completed the process of becoming a Scottish Charitable Incorporated Organisation (SCIO).

Signed: Peter Taylor

Name: Mr Peter Taylor

Designation: Chairman



REPORT OF THE MANAGEMENT COMMITTEE

Trustees Report

Our Mission Statement

We aim to build a network that brings people together, including formal and informal community groups, agencies and individuals, to seek to ensure that all refugees, asylum seekers, migrant workers and BME communities in Central and West Glasgow have full and equal access to resources which assist in alleviating poverty, improving their standard of living and promoting their settlement and integration within the wider community. We shall do so especially by building the strengths of groups within and across communities, and whenever possible by bringing together people from different communities, including the majority community, for common action and activities.

Our Values

In pursuing this mission, we are driven by these values:

- Empowering individuals and groups to influence issues that affect them and their communities
- Supporting people to take part in decision making and to make their own choices in life
- Strengthening race equality and combating racial hatred
- Celebrating cultural difference and also those things that people have in common
- Tackling discrimination in all its forms, including that based on age or disability
- Actively seeking to cooperate with others in order to secure the best possible outcomes for our communities.

Our Objectives

- Build a network that brings together people and groups from migrant and longer established communities
- Promote integration in order to address practical issues facing migrant communities and achieve equal opportunities
- Work with services to remove barriers to access
- Address discrimination between and within communities, including gender, disability etc.
- Build the capacity of groups representing or involving migrant communities
- Provide opportunities for cultural and personal exchanges between communities
- Promote the health and wellbeing of everyone involved, through promoting positive activity, mutual support and access to information and services.

Our Group Work: We continued to run women's group in Townhead Village Hall where we held more than 11 sessions of sessions of varied activities for BME and Asylum Seekers and Refugee women. We also had a community engagement event in Townhead. We also had up to 11 sessions of sewing and crafts workshops for women in The Whiteinch Centre. Our Mothers and Children group continued to run from Garnethill Multicultural Centre with crafts workshops for parents and children working towards the Interfest – a Refugee Festival event and Christmas.

Our ESOL Classes: Our target was to have 3 terms of ESOL courses organised in Garnethill Multicultural Centre, Townhead Village Hall and The Whiteinch Centre by March 2018 with 70 learners attending. 40 volunteers from the target communities trained and supported and engaged within the organisation by March 2018. 50 men, women and children engage in diferent learning activities by March 2018

CWIN has been able to meet the above target as well as exceeded them. We had more than 150 people attend the ESOL classes from 3 community centres in the North West namely Garnethill Multicultural Centre, The Whiteinch Centre and Townhead Village Hall.

Our Volunteers Development Programme: We were also able to recruit more volunteers during this period as well as build the capacity of this volunteers by organising a number of volunteers development days. During this period of reporting, Central and West integartion Network supported more than 40 volunteers to engage in various aspects of work within the organisation.



Our events: This year we organised event during the Refugee Week titled Interfest. This event was part of Refugee Festival. Other community events we organised were Mental Health Awareness event, 2 Cup of Tea With Refugee events in Kelvingrove Park, Black History Month event, 16 days of action event, Burns event, 3 International Women's Day events in 3 locations, Townhead Community Engagement event, 3 end of year party in 3 locations. We had more than 400 people attending these events.

Our Network Development: We were able to send out more than 45 weekly information news updates to individuals and representatives of voluntary and statutory agencies working with BME, asylum seekers and refugees. Information contained in the news update include funding information, training, conferences, vacancies and other interesting information. We also continued to organise our monthly meetings where we bring together some of the above representatives for information, networking and information sharing. We had upto 8 meetings with up to 10 presentations from different organisations and agencies.

Food Bank, Drop in Service and Destitution Grants: We provided more than 45 sessions of foodbank provision which included a drop-in service with hot food. During of the drop-in days, we provided activities such as film screening, community events, weekly sexual health information and awareness raising, monthly pop up shop by Refuweegee. We also worked in partnership with Refugee Survival Trust to 512 applications for asylum seekers, refugees and other migrants for destitution grants

Our Youth Club: CWIN has been able to offer ongoing weekly after-school classes during term time and separate full-day programmes during holidays. During term time, the youth project has run homework club and cooking class for young people between the ages of 7 and 13 and an arts and crafts workshop for families and children between the ages of 3 and 12. Additionally, CWIN worked in partnership with Toonspeak to offer Shine – a 10-week drama and life coaching course for young people over the age of 14. Young Chefs (cooking) and a Young Entrepreneurs (art and crafts). CWIN Youth Club launched its first Multicultural Mini Café on the 25th March. It was a fundraising and a celebration day for the community. In February 2018 the Youth Club launched photography and creative writing workshops. On the 9th March, Big Idea Co came to deliver a “designing a medal” workshop to the Youth Club in honour of Walter Tull. Young people learned about Tull's story, they designed their own medal while discussing the importance to live in a fairer society. Additionally, young people shared their design and idea with the artist Lynne Maclachlan who designed the final medal

During the summer holidays, CWIN ran The Summer Sessions – a 7-week programme for young people between the ages of 8 to 18. During the October break, they ran a 4-day photography and mapping project called M8SHIP.

We had a total of 155 participants for the Youth Project.

Our City Wide Involvement: Our staff participated in several forums across the city including; Glasgow Integration Forum, Glasgow Asylum and Destitution Action Network, Glasgow Foodbank Forum, on the mailing for the new Woodlands Health Centre Arts and Environment Planning group as well as violence against women North West Glasgow local delivery group.



Structure, governance and management

Central and West Integration Network was set up in September 2009 and was recognised as a Scottish charity with effect from 11 February 2011. The Charity is governed in accordance with the terms of the constitution.

Trustee recruitment and appointment

The Executive Committee members were appointed on inaugural General Meeting and at subsequent Annual General Meetings of the organisation.

Statement of the charity's policy on reserves

Central and West Integration Network is currently dependent on grants funding to sustain its activities, as earned income alone would not allow Central and West Integration Network to continue operating.

This means that if there were to be a gap in grants funding it is likely that Central and West Integration Network would have to close down.

To avoid closure if funding difficulties were to happen Central and West Integration Network Executive Committee has agreed to keep a certain level of financial reserves to ensure that

- Main operations can continue for a period of 3 months.
- Redundancy payments are made

The main concerns of the Executive Committee are to ensure:

- that staff can continue working, primarily to secure new funding
- that members/service users are supported to move on to other services

Currently funding has been secured at different levels up until March 2019, but if difficulties were to arise then, it has been calculated that reserves of £16627.14 would be needed to continue running for at least 3 months and redundancy payment of £8,072. The calculations are included as an appendix to this policy.

The reserves should be built up from the unrestricted (earned) income. The level of reserves should be calculated and monitored every 12 months by the Development Manager who will report back to the Executive Committee.

This policy should be reviewed yearly and whenever there are significant changes in staff hours, numbers or accrued years of service.

Declaration

Signed on behalf of the charity trustees:



Print name

PETER TAYLOR

Designation

CHAIR

Date

29 OCTOBER 2018

Report of the Independent Examiner to the Management Committee

I report on the financial statements of the charity for the year ended 31 March 2018 on pages 13 - 18 which have been prepared under the historical cost convention and the accounting policies for charities.

Respective responsibilities of the Management Committee and the Independent 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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.


Basis of independent examiner's statement

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - 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 comply with Regulation 9 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

Signed:		Date:	23/10/2018
Name:	PETER J. OTAKOYA		
Relevant professional qualification (s) or body (if any):	CAT		
Address:	14 THORNWOOD AVENUE, LENZIE - G66 4EL		

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
		01	04		2017		31

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	2,304	-	-		2,304	1,271
Grants	-	140,951	-		140,951	103,417
Trading income					-	-
					-	-
A1 Sub total	2,304	140,951	-	-	143,255	104,688
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	2,304	140,951	-	-	143,255	104,688
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	-	133,157			133,157	106,150
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts		700			700	800
Legal costs					-	
Other					-	-
					-	
A3 Sub total	-	133,857	-	-	133,857	106,950
A4 Payments relating to asset and investment movements						
Purchases of fixed assets		518			518	1,186
Purchase of investments					-	
					-	
A4 Sub total	-	518	-	-	518	1,186
Total payments	-	134,374	-	-	134,374	108,136
Net receipts / (payments)	2,304	6,577	-	-	8,880	(3,448)
A5 Transfers to / (from) funds						
					-	-
Surplus / (deficit) for year	2,304	6,577	-	-	8,880	(3,448)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	-	1,474			1,474	4,922
	Surplus / (deficit) shown on receipts and payments account	2,304	6,577			8,880	(3,597)
	Transfer to/from	3,000	(3,000)			-	-
	Cash at hand	-	1,251			1,251	149
	Cash and bank balances at end of year	5,304	6,302	-	-	11,606	1,474

(Agree balances with receipts and payments account(s))


B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
	Cash at hand	Restricted		1,251	149
	Fund due from Refugee Survival Trust	Restricted		2,373	1,296
	Fund due from Refugee Survival Trust	Restricted		-	832
	GCVS	Restricted		-	700
	Forestry Commission	Restricted		-	4,920
	Other various donations still unused	Unrestricted		1,121	-
		Total	-	4,745	7,897

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
	Events	Restricted	-	3,284
		Total	-	3,284

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	RAMZAN SHAH	25/10/18

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

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Type of activity or project supported	Individual / institution	Number of grants made	£
	Cash 4 Kids		3,675.00
	Community Safety Glasgow		1,500.00
	Forestry Commission Scotland		4,920.00
	Foundation Scotland		2,469.85
	Glasgow City Council		414.00
	Glasgow city Council (Anderston/City Area Partnership)		4,426.00
	Glasgow city Council (IGF)		29,388.00
	NHS Health Scotland		500.00
	Permaculture Association		93.85
	Queen's Cross Housing Association		249.30
	Refugee Survival Trust		40,278.00
	Scottish Government (FFTF)		27,324.00
	Scottish Refugee Council		484
	Women's Centre (VAW)		400
	Young People's Future		450
	Young Start Fund		24,229
	Total		140,801

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	x
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
African in Motion	70	-			70	170
An Clachan Café	350	-			350	-
BT My Donate	139	-			139	-
Cash 4 Clothes	15	-			15	60
Cup of Tea (raffle sales)	-	233.34			233	-
Donation from Cook Book, Food Bank, photocopy and	135	-			135	-
Irvine Martin	10	-			10	-
Mairead Howie	100	-			100	-
Tea in the Park	132	-			132	-
Queens Cross Housing Association – Catering	-	-			-	81
Neil - individual donation	-	-			-	60
Tribunal	-	-			-	500
Garnet Bank primary	-	-			-	138
Burns Super Event	-	-			-	34
Women's group donation	-	-			-	18
Nourish Scotland - Dignity Project	150	-			-	-
Individual Donations	1,121	-			1,121	210
Total	2,220	233	-	-	2,304	1,271

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
NHS Health Scotland		500	500	4,500
Glasgow City Council - Anderston/City Area Budget		4,426	4,426	6,070
Glasgow City Council - Integrated Grants fund		29,388	29,388	29,388
CASH FOR KIDS		3,675	3,675	2,925
Aberlour		-	-	213
Foundation Scotland		2,470	2,470	9,410
OCHA Gala Day		-	-	264
The Women Centre - Violence Against Women		400	400	600
The Whiteinch Centre - Violence Against Women Implementation Group)		-	-	500
Young People's Future		450	450	600
Scottish Government - Emergency Food Fund		-	-	1,250
Scottish Government - Fair Food Transformation		27,324	27,324	15,159
RST Grants		40,278	40,278	31,548
Community Safety Glasgow		1,500	1,500	-
FC Scotland Expend		4,920	4,920	-
Glasgow City Council		414	414	-
Permaculture Association		94	94	-
Queen's Cross Housing Association		249	249	-
Scottish Refugee Council		484	484	-
Young Start Fund		24,229	24,229	-
Total	-	140,801	140,801	102,427

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
Total	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Salaries		49,972			49,972	41,098
Rent		-			-	4,188
Insurance		598			598	590
Stationery		457			457	120
Travel Expenses		1,725			1,725	1,135
Postages		33			33	31
Telephone &		1,047			-	-
Bank Charges		-			-	35
Board Expenses		46			46	83
Child Care Expenses		-			-	30
Cleaning supplies		-			-	-
Event expenses		983			983	24,458
Cash for Kids		-			-	2,925
Professional Fees		1,605			1,605	2,425
Project /other office expenses		36,689			36,689	50
RST Grant expenses		40,701			40,701	29,782
Capital expenditure -purchase of fixed assets		518			518	1,186
Total	-	134,374	-	-	133,327	108,136

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	2,304				2,304	1,271
Legacies					-	
Grants	-				-	
Interest, Event income, Misc inc & Service charge	-				-	
Gross trading receipts	-				-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	2,304	-	-	-	2,304	1,271
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	2,304	-	-	-	2,304	1,271
Payments						
Expenses for fundraising activities	-				-	
Gross trading payments	-				-	
Investment management costs	-				-	
Payments relating directly to charitable activities	-				-	
Grants and donations	-				-	
Governance costs:	-				-	
Audit / independent examination	-				-	
Preparation of annual accounts	-				-	
Legal costs	-				-	
	-				-	
	-				-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	2,304	-	-	-	2,304	1,271
Transfers to / (from) funds					-	
Surplus / (deficit) for year	2,304	-	-	-	2,304	1,271

Nature and purpose of funds

Central and West Integration Network

SC042071

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations	-				-	851
Grants	140,951				140,951	99,622
Receipts from fundraising activities	-				-	
Gross trading receipts	-				-	
Income from investments other than land and buildings	-				-	
Rents from land & buildings	-				-	
Gross receipts from other charitable activities	-				-	
<i>Sub total</i>	140,951	-	-	-	140,951	100,473
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
Total receipts	140,951	-	-	-	140,951	100,473
Payments						
Payments relating directly to charitable activities	133,157				133,157	106,150
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts	700				700	800
<i>Sub total</i>	133,857	-	-	-	133,857	106,950
Payments relating to asset and investment movements						
Purchases of fixed assets	518				518	1,186
Purchase of investments					-	
<i>Sub total</i>	518	-	-	-	518	1,186
Total payments	134,374	-	-	-	134,374	108,136
Net receipts / (payments)	6,577	-	-	-	6,577	(7,663)
Transfers to / (from) funds						
<i>Surplus / (deficit) for year</i>	6,577	-	-	-	6,577	(7,663)

Nature and purpose of funds