

Central and West Integration Network  
Annual Report and Accounts  
2020-2021

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Central and West Integration Network SCIO

Scottish Charity Number: SC047341

***Registered Office***

Address: 21 Rose Street

Glasgow, G3 6RE

***Bankers***

Bank of Scotland

***Telephone number***

0141 573 0978

***Email address***

[Centralandwestintegration@googlemail.com](mailto:Centralandwestintegration@googlemail.com)

***Website***

[www.cwin.org.uk](http://www.cwin.org.uk)

## *MANAGEMENT COMMITTEE*

Peter Taylor	Chairman
Heidi McLean	Vice Chair
Ramzan Shah	Treasurer
Priscille Mulhearn	Executive Committee Member
Cath McGee	Executive Committee Member
Malar Jayhindaran	Executive Committee Member
Chirsty Hamilton	Executive Committee Member
Darinka Asenova	Executive Committee Member



## REPORT OF THE MANAGEMENT COMMITTEE

### Chairman's Report

2020-21 was the year in which almost everything we did was affected by the Covid-19 pandemic. I am very proud of the way in which our staff and volunteers responded, ensuring that we never stopped providing a service to those in greatest need. As time went on, we found more and more creative ways of keeping in touch with and helping people, and expanded the numbers participating in some of our activities, such as the food service and children's holiday programmes, to more than pre-pandemic levels. Full details are given in this report.

The pandemic has affected everyone and put a great strain on many. But for many asylum seekers and others living close to destitution, and often already in isolation, it has been particularly difficult. We have constantly sought to find ways of helping people to overcome these difficulties.

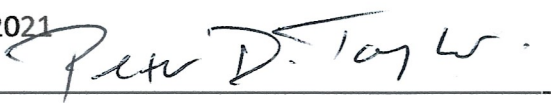
Thanks are due to all our funders, especially to Glasgow City Council, without whose core financial support we would not exist, and to the Scottish Government; and to the wide range of partners who make our activities possible, and who are acknowledged in this report. Thanks to our hosts at Garnethill Multicultural Community Centre, especially for letting us keep going when all other activities had stopped.

Thanks must go to our staff team, Florence, Rejina, Vivien, Phill, Firdaus and Antoinette, to our sessional workers and to our active team of volunteers and our Executive Committee members. More people interested in helping us on that committee would always be welcome.

As I write, we are hoping to move on, with most activities now happening in person. It will probably be a long time before we get back to some of the perhaps over-crowded events that we had in the past! But we have learnt a lot about how to reach out to people and keep them involved, and we look forward to putting these lessons into practice in new and effective ways.

Peter Taylor, Chair

September 2021

Signed: 

*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 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
- Build the capacity of groups representing or involving migrant communities
- Promote integration in order to address practical issues facing migrant communities
- Work with services to remove barriers to access to services
- Provide opportunities for mutual exchanges between communities

#### **Structure, governance and management**

Central and West Integration Network SCIO was recognised as a Scottish Charitable Incorporated Organisation in April 2017.

#### **Trustee recruitment and appointment**

The Trustees (Executive Committee members) are appointed at Annual General Meetings of the organisation.



## **Our Activities**

This year marked the beginning of the Covid-19 pandemic. Almost all the activities CWIN provided before the Covid-19 pandemic became impossible to continue in their existing form during the lockdown. In fact the International Women's Day event which we held in March 2020 was the last day the community had a face to face meeting before the lockdown. We quickly adapted to the situation, changing the way we deliver different aspects of our services. Staff and many volunteers still worked to support people who were affected both by the lockdown and by difficulties arising from their migration status.

### **Our Community Food Project**

In response to the crisis, we suspended our community meal. The food bank continued to run, after we revised our operations to allow for adequate social distancing. Initially this was across the centre doorstep, but we rapidly moved to a system in which almost all the food was delivered to homes by volunteer drivers. We actively encouraged people not to come to the centre unless they lived close by. New people were referred to the service by partners, and the numbers supported each week rose to around 150, including fruit bags for asylum seekers staying in local hotel accommodation. Supermarkets and others made large donations of food. Each week, volunteer drivers collected donations of surplus food from supermarkets and wholesalers on Wednesdays, Thursdays and Friday mornings. Starting on Thursday and finishing on Friday lunchtime, another team of volunteers then sorted through the food donations to reject damaged and out-of-date items and distribute food into food parcels depending on the size of household and whether they wanted halal food or not. Food parcels were then delivered by another team of volunteer drivers to households across Glasgow. Additional funds were obtained during the peak months of lockdown for the purchase of supermarket vouchers for some community members, to help them source their food locally and as safely as possible. Many of these vouchers were delivered to people's phones. We were able to include culturally traditional food ingredients in food parcels, such as cassava, okra, plantain and sweet potatoes.

### **Our Online Group Activities**

The pandemic made it difficult for CWIN to engage in face-to-face work with the community. We consulted community members, via phone calls, WhatsApp and later Zoom, to ask about and share information that would be useful to others who are surviving on a low income or in destitution under lockdown conditions. This became an organised Survival Skills Project, with regular Identification of needs and priorities within the community. We set up Social Friday's Zoom Session. We made sure the sessions included dynamic, short and well-planned activities for online engagement. These included Craft & Chat and Chat & Fun activities. Age-relevant family activity packs were distributed alongside food deliveries on Fridays. These offered short, well-planned activities, including amongst other things: craft projects, with materials delivered in advance; fun activities about sites of interest in Glasgow, pictures of the world informal chatting and sharing and other activities.

A small team of 'remote support volunteers' and sessional workers helped, for example, with access to bicycles and computers. Two WhatsApp groups were set up namely WhatsApp Friday's Zoom Session group chat, which was created as a continuation of Social Friday's Zoom sessions to share photos of creations achieved during the craft sessions. It also served to share resources (Youtube videos, relevant links) about topics that were discussed in the online sessions. The community responded very positively to this by also sharing



pictures of other crafts they've been working on and commenting on them. This served as a socialisation space for those engaged in the Zoom sessions, created a virtual space which extended their communication outside the online group session.

The second WhatsApp forum was: Corona Tips & Info. The reason for setting up this group was to keep the community informed on latest news about the pandemic, share information about online courses and aid from other organisations and to share relevant information pertaining to CWIN. Contacts were shared for organisations offering phone top ups, clothes donations, entertainment packs and online activity.

Our creative writing group continued its work on Facebook and later moved to Zoom. The women's group continued to hold online activities.

We used social media to mark different events such as Burns night, 16 days of action, and International Human Rights Day. Our Christmas appeal enabled us to deliver 102 gifts to children, many in families who use our food bank service, thanks to Argos and the supporters who have donated via Givey.

### **Our Youth Holiday Activities**

We were not confident enough to hold activities for children April during the Easter School holidays because the pandemic was in its early stages and staff were still not sure on how to handle things. During Summer, we began to plan school holiday activities, albeit remotely, with activity packs delivered each week to 80 children, an increased number on previous programmes. We had six full weeks of activities which included cooking, clay crafting, gardening, glass painting, scratch arts and scrapbook. For October, we organised fabric painting and creative activities designed in partnership with Glasgow School of Art. We also continued delivering activities during February midterm holidays, sending out 112 activities packs to 51 households. We worked with Glasgow School of Art to provide Zoom activities for children and young people for the first time during the February school holidays. It gave the children opportunities to interact with other children.

### **Our Allotment Garden**

CWIN's allotment garden has been kept going through the pandemic with the support of volunteers and a sessional worker, working safely. They were able to plant a number of vegetables including rainbow chard, French beans, nasturtium, rocket, winter greens, courgette, pumpkins, squash and sunflowers

### **Our Anti Destitution Work**

Refugee Survival Trust destitution grants were still provided, largely without direct use of cash, to a smaller number of people but in larger amounts, due to Red Cross support.

### **Our Integration Work with Asylum Seekers**

We received a lot of self-referrals from asylum seekers, mainly from asylum seekers who were placed in hotels in Glasgow. Areas of help included issuing people with Mobile phones, Chromebooks, phone top-ups, Tesco vouchers, Digital training, ESOL registration, referrals to the food project, setting up a walking group and opportunities for Volunteer work with CWIN. We also supported some people with health issues. We helped people to access help from GP, dentist, gynaecologist and psychologist. We also continued to work with them once they are moved from the hotels to live in the community.

### **Our Partners**

Major partners with the food project are the referral agencies such as the Red Cross and Scottish Refugee Council, who identify and refer asylum seekers and other migrants with food poverty issues to us. Another crucial partner is the Fareshare organisation which collects surplus food from supermarkets and supplied the food bank each week with significant amounts of food. We also regularly collect food from different branches of Asda, Lidl, Sainsbury's, Tesco and Waitrose supermarkets as well as the Costco wholesaler. A local butcher also donated halal chicken to us every week. The Glasgow School of Art continued to support our children and young people holiday programme of activities. This year, we began a new partnership with Mears Group, working with asylum seekers who were in hotel accommodation by providing ESOL classes, social and integration services. We also worked with Lifelink to provide service for our Zoom activities group.

### **Our City- and Nation-wide Involvements**

CWIN staff attended at least 10 forums across the city. Staff and volunteers were able to take part in forums and meetings across the city which included the Glasgow Integration Forum, Glasgow Asylum Destitution Action Network, Glasgow Foodbank Forum, Northwest Violence Against Women Implementation Group, Nourish Scotland's Dignity in Practice network, Glasgow Food Network, etc. We were able to contribute to work other work across the city as well as consolidate our work with the migrant communities.



### **Our Funders**

CWIN is grateful for the funding received from

- Glasgow City Council who funded our core activities and school holiday programme
- Scottish Government who funded the Food Project
- Corra Foundation who funded our activities/digital devices and phone top ups
- Foundation Scotland who funded the purchase of supermarket vouchers.

### **Our Staff**

Staff have mostly been kept busy (one part-timer had to be furloughed until the autumn). Several of our regular sessional workers as well as many volunteers have helped with activities. A volunteers' Zoom group was active.

Florence Dioka	Development Manager
Rejina Thattarakad	Administrator
Vivien Opiolka	Development Worker
Phill Jones	Development Worker
Antoinette Premkumar	Outreach Worker
Firdaus Ahmed	Development Worker

### **Our Sessional Workers**

Iffat Bhatti	Holiday Programme
Geetha De Silva	Food Project
Hanna Florence-Livoti	Outreach/Communication/Allotment
Shannon Boyd	Holiday Programme
Mishaal Ochieze	Holiday Programme
Karolina Zamora	Survival Skills
John MacKay	Creative Writing Group

### **Our Committee and Network**

Our Executive Committee continued its work using Zoom. Several meetings were also held online for our Network of members, in which we exchanged information on activities. Early in the Covid vaccination programme, a Network meeting received a very useful briefing from Nuzhat Mirza of NHS Greater Glasgow and Clyde. She spoke on how to minimise the risks of the pandemic among the BME, asylum seeker and refugee communities.

## Financial Review

### Statement of the charity's policy on reserves

Central and West Integration Network is currently dependent on grant 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 grant 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 September 2020, but if difficulties were to arise then, it has been calculated that reserves of £6555 would be needed to continue running for at least 3 months and redundancy payment of £19782.39. 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

3/10/21

### Report of the Independent Examiner to the Management Committee

I report on the financial statements of the charity for the year ended 31 March 2021 on pages 15 - 20 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.

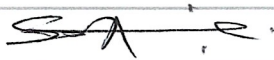
#### Basis of independent examiner's statement

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

<b>Signed:</b>		<b>Date:</b>	03/10/2021
<b>Name:</b>	Abiodun Ilesanmi		
<b>Relevant professional qualification (s) or body (if any):</b>	AAT, ACCA, ACPA		
<b>Address:</b>	272 Borth Street, Glasgow, G2 4JR		



# Receipts and payments accounts

CC16a

For the period  
from

01/04/2020

To

31/03/2021

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant	-	167,812	-	167,812	140,246
Donation	2,769	-	-	2,769	2,121
GCVS Balance	4,244	-	-	4,244	-
Employer NI Rebate	4,000	-	-	4,000	-
<b>Sub total</b>	<b>11,013</b>	<b>167,812</b>	<b>-</b>	<b>178,824</b>	<b>142,367</b>

**A2 Asset and investment sales, etc.**

- - - -

**Total receipts** 11,013 167,811.93 - 178,824 142,367

## A3 Payments

Salaries		62,400	-	62,400	55,174
Rent		9,744		9,744	12,075
Training		-		-	-
Stationery		483		483	399
Travel					
Expenses		793		793	3,141
Trading expenses	-	-		-	-
Postages		-		-	34
Food & Beverages		-		-	-
Bank					
charges		735		735	582
Board Expenses		-		-	-

Cleaning supplies	-	-	-	-
Professional fees	450	450	650	
Child Care Expenses	390	390	1,391	
RST Grant expenses	1,150	1,150	22,037	
Project /Other Office expenses	-	-	25	
Capital expenditure -purchase of fixed assets	-	-	-	
Event expenses	65,804	-	66,431	40,360
Cash4kids	-	-	-	-
Subscriptions	75	75		
Insurance	-	627	627	758
Donations	70	70		
<b>Sub total</b>	-	142,721	-	143,348
				136,627

**A4 Asset and investment purchases, etc.**

- 160 - 160 120

**Total payments** - 142,881 - 143,508 136,747

**Net of receipts/(payments)** 11,013 24,931 - 35,317 5,620

**A5 Transfers between funds**

- - - -

**A6 Cash funds last year end**

- 24,931 - 24,931 -

**Cash funds this year end** 11,013 49,862 - 60,248 5,620

## Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Deficit/surplus	-	24,931	-
	Cash fund last year end	10,783	24,931	-
	Cash at hand	-	-	-
	Transfer to unrestricted fund	230	-	-
	<b>Total cash funds</b>	11,013	49,862	-
	account(s))			
		Unrestricted funds	Restricted funds	Endowment funds

	Details	to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	

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

Signature



Print Name  
Ramzan Shah

Date of  
approval

30.09.21