



Sheffield Churches' Council
for Community Care

Annual Report – January 2022

with financial statements for 2020/2021

CIO Registration Number 1168077



Chairs Introduction

As Chairman of Sheffield Churches' Council for Community Care (SCCCC), I am pleased on behalf of the Trustees to present their report for the period to January 2022 along with the financial statements for the year ended 31 March 2021.



The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016).

Sheffield Churches' Council for Community Care (SCCCC) is registered with the Charity Commission as a Charitable Incorporated Organisation (CIO).

Since 1966 the mission of SCCCC has been to improve the lives of older people in Sheffield by providing them with a helping hand when they need it most. We are rooted in Sheffield; a city known for its resilience, innovation and spirit, and never have these qualities been more important than they are now.

You will see that the report covers a 22-month period: extending beyond the financial year. This is as a result of delays caused by the environment in which we were operating; the difficulties faced in recruiting key roles due to labour market shortages; and the increased number of referrals as a result of COVID-19. During this tumultuous period the COVID-19 pandemic has continued to affect our service users, networks, programmes, activities, and organisational structure. As reported in our previous annual report we had to suspend our face-to-face friendly visiting service for the first time in our history and whilst the team innovated to ensure that we were still able to offer some semblance of normality, it remained a particularly challenging time.

However, it was heart-warming to witness the expression of community during those turbulent months. People looked out for each other, particularly the more vulnerable and many volunteered their services to support their neighbours. Despite the difficult circumstances, the pandemic has brought us closer together, and despite everything, we have had an extremely positive year. This has only been possible through the tremendous generosity of people and organisations who have donated time, energy and funds into helping us.

On behalf of the trustees, I would therefore like to thank all our staff, volunteers, supporters and partners for their continued dedication and contributions to the work of SCCCC throughout this time. We should never underestimate the difference this makes to a significant number of people in Sheffield. Without this commitment, the lives of many older people would be poorer.

Once again, thank you.

A blue ink signature of Tim Plant, written in a cursive style.

Tim Plant
Chair of the Board of Trustees



A message from our Chief Executive

Having led the charity for the last six years I feel that I must start this message by saying that 2020/21 was a year like no other. This in itself seems somewhat of an understatement. It was impossible to predict the global changes that shook our world as we know it, as the pandemic took hold: impacting on the lives of so many people and affecting them in many different ways.

But despite the challenges faced by us all as we navigate through the storm of COVID-19, our supporters have demonstrated dedication and togetherness like never before, and it is because of this that we have been able to achieve extraordinary things, against all the odds. We have experienced the most challenging of times, but we have also been presented with opportunities. Opportunities which have drawn out the best in people and which have demanded the introduction of innovation at unprecedented speed.

I am extremely proud to say that SCCCC has been on the front line since the beginning of the pandemic and we were able to offer immediate support and essential services to older and vulnerable people in Sheffield. Support which would not have been possible without the dedication and selflessness of the staff and volunteers who form the heart of SCCCC. The way that the team responded to unprecedented challenges: adapting quickly to new ways of working; testing new and innovative services; and supporting each other, truly demonstrates the resilience they all have.

There is no doubt there are more challenges and further uncertainty to come, but there will also be opportunities, and through investment and growth we know we can seize these opportunities and deliver results. We also recognise that by working in partnership with others we can achieve even more for older people in Sheffield.

As an organisation SCCCC is committed to providing support to any older person who needs it regardless of race, age, gender, disability, sexual orientation, social class, religion and belief. We will continue to ensure that equality, diversity and inclusion is embedded in our practice and our individual behaviours, and we will drive change within our own organisation and beyond, whilst ensuring that the older people we support remain at the heart of our thinking and decision making.

I feel very fortunate to be able to continue to lead a great team in a job that is so fulfilling and enjoyable and within an organisation that is such an integral part of the local community, and I look forward to the future with confidence.



Mark Storey
Chief Executive Officer



Vision, Mission and Values

SCCCC is inspired by and bases itself on its Vision, Mission and Values to set up the guiding principles of how we operate. We understand that our performance and behaviour are guided as much by the spirit of the mission, vision and values as by the definition of them.

VISION

where lives are positively transformed, needs are met and loneliness eradicated.

MISSION

working through our strong team of volunteers, staff and partners to increase the number of free of charge and responsive, innovative services provided to those who need our help.

VALUES

we are committed, credible, compassionate and caring.

Committed

we believe in what we do

and give our time and energy to doing it.



Credible

we can be trusted

to deliver on our promises.



Compassionate

we have empathy

with the distress of others & have to relieve it.



Caring

we are concerned

for the welfare and wellbeing of older people.



Strategic Report – Overview

Our current strategy reaffirms our desire to support older people so that they are able to maintain a reasonable quality of life for as long as possible.

The strategic framework in use within SCCCC was developed with flexibility and adaptability in mind and differentiates itself from a fixed strategy in that it allows us to respond quickly, efficiently and

effectively to an ever-changing world. This has never been more important than over the past 22 months.

Our strategic framework establishes a clear direction and parameters, but allows the freedom for us to try new ways of doing things and to adapt what we do to meet the needs of the people we serve. It is this approach which ultimately charts a course that will allow SCCCC to succeed.

Our approach - Our strategy is underpinned by four strategic choices:

1 Increase the number of people we can help Continue working within the health, social and wider voluntary sectors to further increase the number of people we can help	• Continue to deliver excellent services that we are well known and respected for • Increase our scope of services by developing new innovative projects • Increase the number of volunteers and the roles available to volunteers within SCCCC • Engage more widely with the BAME community of Sheffield • Increase the geographical coverage to other areas of South Yorkshire
2 Raise our profile Promote and publicise our work in order to raise our profile and attract additional funding to enable the charity to grow its service	• Conduct survey of service users, their families and interested and involved professionals • Undertake community profiling • Review our fundraising strategy and case for support • Develop and implement marketing and communication strategy • Implement new Google Adwords campaign
3 Build our reputation Maintain our reputation as a committed, credible, compassionate and caring organisation through ensuring that our staff, volunteers and trustees are well trained and capable	• Implement and process of regular semi-formal audits of operational teams to help with continuous improvement • Actively promote safeguarding and ensure all team members are trained appropriately • Provide training and development opportunities to all team members staff, trustees and volunteers
3 Be a well run and viable organisation Be a well run and viable organisation, demonstrating high standards of governance	• Implement continuous cycle of review for policies and procedures • Undertake assessment of SCCCC against charity governance code for small charities • Develop customer charter • Conduct regular reviews of compliments and complaints • Deliver on financial targets • Develop fundraising so that by 2022, no single funding stream represents more than 40% of revenues

These choices must always be relevant to meet the changing environment in which we operate and the evolving needs of our service users. With this in mind, it is subject to regular review and revision. However, what remains is that the focus will always be on helping more older people, ensuring the safety of all our staff and volunteers and securing the future of our charity.



Strategic Report – Achievements and Performance

Our goals for 2020/21 were once again centred around the four key aims of our strategic plan, namely: increasing the number of people we can help; raising our profile; building our reputation; and being a well-run and viable organisation.

Increase the number of people we can help

The 2020/21 financial year was another busy year for SCCCC as we continued to deliver the excellent services that we are well known and respected for.

Our city-wide schemes are co-ordinated by a team of staff who work alongside SCCCC’s volunteers. For the 2020/21 financial year we said that we would have **170 volunteers** that provide help to SCCCC. By the end of the financial year we had **160** volunteers within SCCCC and whilst during this extended reporting period this grew to **196**, at the end of the reporting period it had settled back down to **182**. This is an increase of **52 (40%)** volunteers since the last report in January 2021.

We said that our volunteers would deliver in excess of **13,000 hours of support** to SCCCC. Due to the COVID-19 Pandemic and the suspension of face to face friendly visiting we were unable to achieve this target, delivering an estimated **10,500 volunteer hours**.

Referrals to SCCCC’s services are taken from teams of health and social care professionals based in GP practices, community teams and intermediate care settings, as well as the Royal Hallamshire Hospital, Weston Park Hospital and the Northern General Hospital. Referrals are also made by family, carers and by the service users themselves.

SCCCC works in partnership with a range of agencies across the statutory and independent sector to provide flexible and responsive services for all its stakeholders.

The people who benefit from our services are mainly much older people. Some might be quite

frail or described as “vulnerable”. This might be because of their physical or mental health, or long-term conditions such as coronary heart disease, diabetes or the impact of a stroke.

Many of those we now help have a combination of these conditions and may have lost their partners and many of their friends and may be socially isolated. A significant number do not have any family living in Sheffield. Frequently the help we provide for the patient also helps relatives and friends who devote themselves to caring for a loved one.

SCCCC operates from 8am – 6pm Monday to Friday and also has an out of hours service that operates in the evenings and at weekends.

We said that we would respond to **3,600 referrals** for help. We missed this target by around 5%, **delivering 3,413 referrals for 2,030 unique individuals** during the financial year. However, since the end of the financial year we have delivered a further **3,800** referrals for **2,316** unique individuals, making the total number of referrals collectively responded to through our schemes during this extended reporting period an incredible **7,213** for **4,112** older people and their families. This is an increase of 52.68% on the previous reporting period.

The **Hospital Aftercare Scheme (including A&E to Home)** saw **2,488** referrals in 2020/21 financial year and in the current financial year to date there have been **2,922** referrals. These referrals have been for practical help and support for patients following admission to or discharge from hospital.

Typical tasks include:

- Delivery and fitting small aids such as commodes, bed levers and chair raisers.
- Collecting clothes and other personal items from home as requested by the patient.
- Feeding pets on a short-term basis.
- Assistance with moving small items of furniture to facilitate a hospital bed delivery or hospital discharge.
- Collecting basic shopping to be delivered on the day of discharge.

The Good Neighbour Scheme mobilises volunteers and uses them in the capacity of friendly visitors, helping to enhance quality of life for older people over the age of 65 and providing the kind of support a ‘Good Neighbour’ might give. Whilst friendly visiting is the mainstay of the scheme volunteers may undertake other tasks including:

- Holiday check - short term for the duration of a relative’s holiday.

- Occasional sitting to give a carer time to attend an appointment.
- Re-arranging furniture to enable greater mobility.
- Escorting to hospital appointments.
- One off emergency shopping
- Telephone support

During the 2020/21 financial year, the Good Neighbours Scheme dealt with **657** new referrals, whilst in the current financial year to date there have been **759** new referrals. This is in addition to the **235** regular service users that we support.

We said that we would provide a friendly visitor (either in person or virtually) to **225** older people. During the financial year we surpassed this by over 37% - delivering our service to **310** older people. By the end of the period covered by this report this had increased to **388**.

The Hospital to Home Scheme provides practical support for people aged over 65 to ensure they return home safely. We have two wheelchair accessible vehicles to allow us to support people with varying levels of mobility to get home. We complete practical tasks such as making safe walkways, providing equipment, assisting to clean fridges and shopping. We remain with the patient for up to two hours to provide emotional support whilst waiting for follow on services to arrive. The service is a highly regarded but under-utilised service.

During 2020/21 financial year the scheme received **181** referrals for support. In the current financial year to date there have been **211** referrals. This relatively low take up remains a result of the ongoing COVID-19 pandemic as the hospitals are not yet back to normality.

In our last Annual Report we highlighted that the team at SCCCC had to change the way that services were delivered. Face to face friendly visiting was suspended for the first time in our history and restrictions were only relaxed after several months. New innovative services, including our Pen-Pal Scheme were introduced and quickly gained traction. This proved so successful that by the end of the reporting period the team had dealt with **3,763 pieces of ‘happy mail’**.

In October 2020 SCCCC was recognised for its work during COVID through the awarding of UK Business Hero status. This prestigious award was given by the British Chambers of Commerce, Sheffield Chamber of Commerce and HRH The Countess of Wessex GCVO, for going above and beyond during the COVID-19 pandemic and for providing support and positive contributions during this time.

Subsequent to this, in September 2021, SCCCC was delighted to be presented with the Special Recognition Award by the President of Sheffield Chamber of Commerce Matt Jackson for its work during COVID and this was followed in December 2021 by the Social Impact Award at the Sheffield Business Awards. These awards are testament to the hard work and dedication of trustees, staff and volunteers who make up the SCCCC family and deserved recognition for the way in which they have stepped up to help thousands of older people during the most difficult time in the history of SCCCC.

As an organisation we have also re-committed to engaging with the ethnic minority communities of Sheffield and despite the slowing down of the Inclusive Community Care Project supported by the National Lottery Community Fund we have made some good progress, with a greater number of both service users and volunteers. One of these volunteers Wiktoria Abramowicz hailed the scheme and called for other people to join as volunteers so that older people from diverse cultural and ethnic backgrounds could feel more included and bring some joy into their lives.

This summed up perfectly why we do what we do at SCCCC. It is about making a difference. Making a difference to the lives of older people every day and in every way. As Mother Teresa said: “Loneliness and the feeling of being unwanted is the most terrible poverty”.

At SCCCC we work to break that poverty.

Raise our profile

We were committed to publicising our work in order to raise our profile and attract additional funding to enable the charity to grow.

We continued to review our fundraising strategy and case for support and amended it accordingly, with a greater focus on Charitable Trusts and Foundations and on contracts. This being as a result of the limited scope for community and events fundraising and sponsorship. This led to us securing £313,793 from a combination of these two sources.

We said that we would conduct a survey of service users; their families; and interested and involved professionals. We did this throughout the reporting period and all those service users who responded, reported that they were satisfied with the service. When asked how we could improve 17.14% responded that we should bring back face to face friendly visiting. Of course this is difficult to do in a lock down scenario, but we feel that it is important to note how the lack of face to face contact was affecting the older people we serve.

This is proven through subsequent responses where over two thirds of our service users reported that they were lonely and just under two thirds (62.8%) reported that their feelings of loneliness had worsened since the start of the pandemic. The main reasons were that they had less visitors and family visits; they missed going out and everyday life; and they either had recent bereavements or missed their partner who had predeceased them.

One service user fed back:

“The volunteers calling me is the best thing that’s happened to me and keeps me going... it literally saved me”

In relation to feedback from referrers, 89.5% of respondents felt that it was easy or very easy to make referrals to SCCCC. 100% of referrers were happy or very happy with the service and 100% thought that the team at SCCCC were either helpful (5%) or extremely helpful (95%). One referrer reported that: *“it is an absolutely fabulous service, really simple and quick”*. Whilst another reported: *“SCCCC is so beneficial for our patients with regards the service they provide. Also therapists are always very grateful to have SCCCC to rely on and only a telephone call away if urgent equipment required, to support out patient with the befriending service, support with essential food shop. I have personally used SCCCC for years and the staff are brilliant, couldn’t ask for any more.”*

A number of other extremely positive comments were made which demonstrates the strength of feeling towards SCCCC and the work it does to help both older people and the health and social care workers that support them.

Feedback was also sourced from our volunteers, who generally felt very positive about their volunteering. Where this was not the case it was primarily down to the restrictions placed on them by the COVID-19 pandemic. Volunteers also pointed out that whilst they were still speaking on the phone to service users it is very different from meeting them face to face. What remains is that SCCCC is a good organisation to volunteer in.

We know that we need more volunteers and we said that we would implement a Google AdWords

campaign for volunteer recruitment. To date we have not restarted this as other methods were used to recruit volunteers including the Sheffield Star's Buddy Up Campaign and BBC Sheffield's Volunteer Recruitment drive. However, as we emerge from the pandemic we will re-consider our position on this.

Build our reputation

We said that we would continue the process of implementing regular semi-formal audits of operational teams to help with continuous improvement. Like many other organisations currently we have suffered with recruitment issues, and this has delayed the implementation. However, we continue to undertake informal observations, and feed back as appropriate. It is our intention though, to move this up the priority list and introduce semi-formal audits as quickly as we are able.

We are as committed as ever to safeguarding and trustees consider any safeguarding issues as a standing item on the agenda. In addition, all new members of staff and volunteers are checked via the Disclosure and Barring Service; safeguarding is covered at induction; and safeguarding training is a mandatory requirement for employees. This is updated on a regular basis.

We also said that we would develop our workforce by providing relevant training and development opportunities to all team members within SCCCC as identified through our annual appraisals. Opportunities that employees and volunteers have accessed during the reporting period include Dementia Stars; CMI Operational Management Level 5; Masters of Business Administration; Deprivation of Liberty and Mental Capacity Act training; carer training for moving patients for transport; Customer Service; and First Aid, as well as many others.

SCCCC has also invested heavily in a new e-learning platform and over 2,000 courses for both staff and volunteers will be made available. This will be rolled out during the next reporting period.

Be a well-run and viable organisation

We committed to being a well-run and viable organisation demonstrating high standards of governance. We said we would do this by delivering on financial targets and developing fundraising so that by 2022, no single funding stream represents more than 40% of revenues.

As can be seen from the financial statements, we delivered on our financial targets during 2020/21 and for 2021/22 we are on track to exceed our financial targets despite COVID-19. For the financial year 2020/21 no single funding stream represented more than 32.6%.

We said that we would deliver a minimum of **£1,200,000** of social impact. We estimate that during the 2020/21 financial year we delivered **£1,679,808** of social impact.

We also said that we would review our assessment against the Charity Governance Code for Small Charities ensuring that the high standards of governance that form part of the principles and recommended practice are met and that how we contribute to the code is either applied or explained. Whilst this was commenced it wasn't brought to a conclusion and we will look at this during the next reporting period.

We said that we would review policies and procedures regularly and ensure that any compliments and complaints are used to inform the development of new policies and procedures and future practice. As an organisation we have a continuous cycle of review for policies and procedures and this is delegated to the HR and Policies sub group. Whilst complaints are low in number (0 in 2020/21) we would use them to inform any future development. Likewise, comments and compliments are also considered when developing or amending policies and procedures.

We said that we would develop a Customer Charter as a way to improve the customer experience and act as a guide for staff and service users. A first draft of this charter was produced and this remains in development.



Our Plans

Our plans for the next reporting period are guided by our four strategic choices. Achieving these strategic aims and objectives will result in a greater number of older people being supported.

We will increase the number of people we can help

Respond to 3,800 referrals for help to get older people in our community.

Provide a friendly visitor to at least 250 older people.

Have 190 volunteers that provide help to SCCCC.

Deliver over 14,800 hours of volunteer time in support of SCCCC.

Engage more widely with the BAME community in Sheffield.

Increase our scope of services by developing new innovative projects.

We will raise our profile

Undertake another survey of service users, their families and interested and involved professionals.

As we hopefully progress out of COVID-19 we will once again review our fundraising strategy and case for support and explore opportunities for fundraising.

Implement new Google AdWords campaigns for both fundraising and volunteer recruitment.

We will build our reputation

We will recommit to implementing regular semi-formal audits of operational teams to help with continuous improvement.

Develop our workforce by providing relevant training and development opportunities to all team members within SCCCC as identified through our annual appraisals. We will also invest in e-learning for both staff and volunteers.

Actively promote a culture of safeguarding within SCCCC and ensure that all team members are trained appropriately.

We will be a well-run and viable organisation

Deliver a minimum of £1,500,000 of social impact.

Review our assessment against the Charity Governance Code for Small Charities ensuring that the high standards of governance that form part of the principles and recommended practice are met and that how we contribute to the code is either applied or explained.

Continue with the development of a Customer Charter.

Review policies and procedures regularly and ensure that any compliments and complaints are used to inform the development of new policies and procedures and future practice.

Deliver on our financial targets.





Governance Structure and Management

The Charity is a Charitable Incorporated Organisation (CIO) governed according to a Charity Commission Foundation Model Constitution dated 6th July 2016 and is therefore detailed and fit for purpose and protects the continuation of the charity.

Objectives and Aims

The objects of the CIO are for the public benefit:

1. To provide relief for those in need in Sheffield and neighbouring districts by reason of age, ill-health, disability, financial hardship or other disadvantage by the provision of goods and services, in particular but not exclusively by providing:
 - a) Assistance and after-care for patients following admission to or discharge from hospital or other care facility;
 - b) Practical and emotional support for those in need to improve the quality of life of those who are residing in their own homes;
 - c) Delivery of emergency goods and medical related equipment to assist people in need in their homes; and
 - d) Assistance and support to prevent admission or re-admission to hospital or other after care facility.

The charity works with statutory and other voluntary agencies to provide packages of care for vulnerable people: specifically to relieve poor, sick, elderly or disabled persons in Sheffield by providing or assisting in the provision of services calculated to reduce the need, hardship or distress of such persons.

Public Benefit

In planning the Charity's activities, the trustees consider the specific objectives of the charity, along with its vision, mission and values. We review our aims, objectives and activities annually. As part of that process, we consider the outputs of our activities, assess the benefit of those outputs on the lives of older people and develop future objectives to make sure that our work continues to deliver the most benefit against our charitable objectives.

This report contains more information on the way our work has benefited older people and their families over the last 22 months, measured against objectives set at the beginning of 2019.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Activities

We want to place SCCCC at the heart of the community it serves. To do this effectively we continually monitor and evaluate the services and activities we provide to ensure they meet the needs of our service users and their carers. The current services delivered by SCCCC are:

- Good Neighbour Scheme
- Hospital to Home Scheme
- Hospital After Care Scheme
- A&E to Home Scheme

The schemes are co-ordinated by a team of staff and a large amount of the work is carried out by volunteers currently numbering around 182 who live in all areas of the city.

Our volunteers come from a wide range of backgrounds and vary in age from 18 to 88.

The people who benefit from our services are mainly much older people. Some might be quite frail or described as “vulnerable”. This might be because of their physical or mental health, or long-term conditions such as coronary heart disease, diabetes or the impact of a stroke. Many of those we now help have a combination of these conditions and may have lost their partners and many of their friends and may be socially isolated.

A significant number do not have any family living in Sheffield. Frequently the help we provide for the patient also helps relatives and friends who devote themselves to caring for a loved one.

SCCCC strives to work in collaboration with its partners in both the statutory and independent sector to provide a flexible and responsive service for all its stakeholders. Referrals are taken from teams of health and social care professionals based in GP practices and community teams, as well as the Royal Hallamshire Hospital, Weston Park Hospital and the Northern General Hospital. Referrals are also made by family carers and by the service users themselves.

SCCCC operates from 8am - 6pm Monday to Friday and also has an out of hours service that operates in the evenings and at weekends.

In the 22 months covered by this report, the schemes have helped **5,629** older people and their families.

Governance and Management

The overall management and control of the charity rests with the individual members of the Board of Trustees who give their time freely and receive no remuneration or other financial benefits. The charity’s Trustees meet in accordance with the Constitution which requires the presence of at least two or, if greater, a third of its members to form a quorum. The Board may appoint a Chairperson and revoke such appointment at any time. All business is decided by a simple majority, each Trustee having one vote. In the event of an equality of votes, the Chairperson of the meeting has a second or casting vote. The Trustees are responsible for decisions taken in relation to the strategic running of the charity but the day to day running of the charity is delegated to staff.

Trustee committees

The Trustees delegate responsibility for more detailed consideration of the Charity’s affairs to four sub-groups, each including at least two places for trustee members, chaired by a trustee and reporting to the Board of Trustees. These sub-groups are:

- Finance
- HR and Policies
- Strategy and Service Development
- Fundraising and Marketing

Recruitment and appointment of new trustees

The existing Trustees are responsible for the recruitment of new Trustees. The Trustees having undertaken a skills audit have identified specific skills needed to enhance the existing board. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. In addition, individuals who apply to become trustees must demonstrate a personal or professional interest in the care and well-being of older people.

Every appointed trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. Trustees retiring at the end of their term are eligible for reappointment. A charity trustee who has served for three consecutive terms of three years may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

There shall be a minimum of 5 trustees and a maximum of 12. At the end of the reporting period there were 8 trustees.

Following appointment, new trustees are introduced to their new roles and given a trustee’s handbook that covers all aspects of the role. This includes a copy of the Charity Commission’s guide ‘The Essential Trustee’ and copies of the charity’s Governing Document, financial statements and a guide to the policies and procedures adopted by the charity. An induction checklist to ensure everything is covered and signed off is included. All trustees are DBS checked and references obtained.

Voluntary support

Whilst voluntary help is not valued for the purposes of the financial statements, the charity benefits immensely from the services provided by volunteers. In the 22 months covered by this report the charity had an average of 160 volunteers, completing more than 15,000 volunteer hours

between them. This volunteer contribution was mainly to support our Good Neighbour Scheme, but volunteers also helped out in many other ways such as through fundraising, office administrative support, or by helping the Hospital After-care Team.

The trustees would like to take this opportunity to thank all our volunteers for their continued support. Without their time and skills, our impact would not be as significant as it is.

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. Strategic risk management is regularly overseen by the Board of Trustees. There is an overarching Risk Management policy which involves a regular review of key risks faced by the charity, and setting up systems and procedures to address those potential risks and to minimise any impact on the charity if the risks materialise. An annual review of the risk register also takes place.

The trustees also have in place policies addressing the main operational risk areas and they aim to use best practice. The trustees consider the following to be the key risks facing the organisation:

- Similar to many charities, the main risks facing SCCCC are financial, relating to the loss of contracts, a reduction in grant income or a reduction in public donations, thus impacting on income targets. Because of the reliance identified above we need to take account of changing economic, policy and social conditions that may affect individual supporters, corporate donors, and statutory and trust funders. These risks are managed proactively through the assessment of new opportunities and existing contracts, planned appeals and a continuous review of organisational costs. An appropriate level of funds will be maintained to help mitigate the main financial risks. Additionally, trustees monitor results quarterly and consider the longer-term impact of emerging trends. They also oversee compliance with fundraising regulation and ensure that fundraising is carried out to high ethical standards. Investment continues in income diversification projects to mitigate the risk where possible.
- We recognise the importance of safeguarding vulnerable people in all areas of our work. The charity has a safeguarding policy which applies to all staff and volunteers who have regular contact with older people. This policy is supported by safer recruitment practice and training programmes for staff and volunteers. Although we believe the operational procedures

have strong safeguards embedded in them, it remains a key risk on our risk register.

- We recognise the risks associated with information security and the importance of protecting our IT systems from malicious attack and unauthorised access and misuse. Security measures are in place to protect from unauthorised access to IT systems and to test vulnerabilities in the network. We hold a limited amount of personal information about our service users and supporters in order to understand their needs and offer an improved service. We have a data protection policy in place which ensures only authorised access to personal details and continues to enhance the security of the data in line with best practice.
- We deliver services where they are needed. In all situations the health and safety of our staff, service users and others working with us is a prime concern. A significant proportion of staff volunteers are lone workers, making visits to a range of locations. The charity has appropriate policies, guidance and training, and a health and safety summary is reported to the trustees at quarterly meetings.



Financial Review

Major changes continue to be made across adult social care nationally. At the same time there are also constant changes in how the NHS operates and commissions services and the impact of a number of national priorities.

As a voluntary sector provider SCCCC has made the most of every opportunity to understand and adapt to the changing environment in health and social care. However, the trustees acknowledge that SCCCC is facing further pressures on its income as well as competition from other agencies.

In spite of this year’s considerable achievements, the trustees are clear that SCCCC has to ensure its services remain relevant, fit for purpose and value for money in order to respond to these new demands. They further acknowledge the need to undertake further work in a number of strategic and operational areas if SCCCC is to maintain its growth in the next few years.

Overview

The financial statements in this report are for the year ended 31 March 2021. Total income in the year was £716,580, of which £117,661 was restricted funds. Income from fundraising was £263,714. Charitable expenditure was £468,883.

Income exceeded expenditure for the year by £247,697. Total reserves at the financial year end are £531,451. More details are provided in the financial statements on the following pages and the notes that accompany them.

Reserves policy

SCCCC has reviewed and updated its reserves policy during the reporting period. Every aspect of financial activity is carefully monitored, and every effort is made to control all expenditure. The trustees have agreed that the organisation should aim to develop and maintain unrestricted reserves at a level, which equates to between six and nine months’ core running costs. This would provide sufficient funds to enable the organisation to respond appropriately to situations such as a sudden loss of income or other unforeseen liability. It also matches the notice period for the main contract that SCCCC holds. The trustees have conducted a review of the major risks to which SCCCC is exposed and established systems and procedures to mitigate risks in every area of activity.

The main risk for the organisation is its reliance on one statutory sector funder as the main source of its income. The situation is being closely monitored and careful attention is being paid to maintaining the relationship with this funder so that any changes in its financial priorities and related impact on SCCCC can be anticipated. Recognising this risk, SCCCC is actively investigating ways to diversify its funding.

The total reserves for the charity as at 31 March 2021 were £531,451. Unrestricted reserves formed £521,030 and restricted reserves £10,421.

General reserves (excluding reserves represented by restricted funds and designated funds) stood at £401,030. This is outside the upper/lower target reserves level. However, a deficit budget has again been planned for 2021/22 which will result in general reserves being brought down further into the target range whilst continuing to provide a service of quality and value to older people and their families.

Principal sources of funds

Although there has been significant progress in obtaining additional income from a wider group of funders this year, the trustees agree that it is vital to make a further case for an increase in funding for SCCCC in the longer term.

In addition, the trustees recognise the importance of monitoring national trends and changes in funding streams that might affect the organisation.

The principal source of funding for SCCCC is from Sheffield City Council with whom SCCCC has a service level agreement and contract. This is currently renewed on an annual basis.

This core funding does not cover a number of essential organisational costs, such as staff training, publicity, IT and expenditure relating to volunteers.

- The activities covered by the core funding are:
- Good Neighbours Scheme
 - The A&E to Home Scheme
 - The Hospital Aftercare Scheme

In addition, a non-recurrent payment was received from Sheffield City Council for the Hospital to Home Service for a further period of 12-months. This funding continued to support the discharge work that commenced as part of the voluntary

sector discharge project, which was aimed at enabling people in Sheffield to leave hospital beds when they were medically fit to do so, rather than waiting either for processes in the hospital or capacity in the community.

Since 2000, SCCCC has received an annual payment (£17,544) for its work supporting hospital discharges via the Hospital Assessment and Integrated Care Scheme (AICS). This funding was originally from Sheffield Primary Care Trust through a pooled budget arrangement and although Sheffield PCT was wound up in 2013, SCCCC continues to receive this payment in recognition of its work with integrated hospital discharges.

SCCCC receives a number of grants from local charitable trusts and foundations, which help meet the costs of supporting SCCCC volunteers and developing new activities.

Donations are received from local churches and an increasing number of individual donors, particularly those who take part in sponsored activities or attend the events that we hold. Although many of the events have been suspended during the pandemic.

In addition, from time to time a number of private sector organisations make ‘in kind’ donations, mainly through the offer of services and free room hire. SCCCC is also assisted by a number of professionals who give their expertise and time.

We would also like to thank everyone who supported the work of SCCCC during the reporting period, including all the individuals and companies who have fundraised for us. Each donation makes a big difference and supports us to continue to have a significant impact on the wellbeing of older people in Sheffield.

Whilst the Annual Accounts that form part of this report are confined to the financial year 2020/2021, the Trustees Annual Report reflects a longer period up to January 2022. It is therefore important that mention is made of anything that has significant financial impact on the charity in the intervening period. Therefore whilst COVID-19 has prevented us from holding our regular fundraising activity, SCCCC has seen increased income from additional grants, contracts and donations. A contract with an approximate value of £146,000 was secured from Sheffield CCG for COVID-19 support.



Statement of trustees' responsibilities

in respect of the trustees' annual report and the financial statements

The trustees are responsible for preparing the Trustees' Report and Accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that to the best of their knowledge there is no information relevant to the independent examination of which the examiner is unaware. The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant information and that this information has been communicated to the examiner.

This report was approved by the Board of Trustees, on 27th January 2022 and signed on their behalf by:



Timothy Plant
Chair



Independent Examiners Report and Accounts

to the trustees of Sheffield Churches' Council for Community Care

I report to the trustees on my examination of the financial statements of Sheffield Churches' Council for Community Care (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

R J Givans BA FCA
UHY Hacker Young
Chartered Accountants

Dated: 28th January 2022



SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds general £	Unrestricted funds Designated £	Restricted funds £	Total 2021 £	Unrestricted funds general £	Unrestricted funds Designated £	Restricted funds £	Total 2020 £
<u>Income and endowments from:</u>									
Donations and gifts	3	146,053	-	117,661	263,714	33,467	-	67,222	100,689
Charitable activities	4	452,352	-	-	452,352	242,135	-	-	242,135
Investments	5	514	-	-	514	939	-	-	939
Other income	6	-	-	-	-	5,406	-	-	5,406
Total income		598,919	-	117,661	716,580	281,947	-	67,222	349,169
<u>Expenditure on:</u>									
Charitable activities	7	340,950	-	127,933	468,883	321,272	3,334	49,527	374,133
Total resources expended		340,950	-	127,933	468,883	321,272	3,334	49,527	374,133
Net incoming/(outgoing) resources before transfers		257,969	-	(10,272)	247,697	(39,325)	(3,334)	17,695	(24,964)

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Net incoming/(outgoing) resources before transfers	257,969	-	(10,272)	247,697	(39,325)	(3,334)	17,695	(24,964)
Gross transfers between funds	(60,000)	60,000	-	-	(46,833)	46,833	-	-
Net movement in funds	197,969	60,000	(10,272)	247,697	(86,158)	43,499	17,695	(24,964)
Fund balances at 1 April 2020	203,061	60,000	20,693	283,754	289,219	16,501	2,998	308,718
Fund balances at 31 March 2021	401,030	120,000	10,421	531,451	203,061	60,000	20,693	283,754

The statement of financial activities includes all gains and losses recognised in the year.

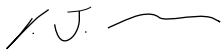
All income and expenditure derive from continuing activities.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

BALANCE SHEET
AS AT 31 MARCH 2021

		2021		2020	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	11		19,796		26,039
Current assets					
Debtors	13	66,305		80,708	
Cash at bank and in hand		461,848		226,654	
		528,153		307,362	
Creditors: amounts falling due within one year	14	(16,498)		(49,647)	
Net current assets			511,655		257,715
Total assets less current liabilities			531,451		283,754
Income funds					
Restricted funds	15		10,421		20,693
<u>Unrestricted funds</u>					
Designated funds	16	120,000		60,000	
General unrestricted funds		401,030		203,061	
			521,030		263,061
			531,451		283,754

The financial statements were approved by the Board of Trustees and authorised for issue on 27 January 2022 and are signed on its behalf by:



P J Skipworth
Trustee

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies
Company information Sheffield Churches' Council for Community Care is a registered charity. The principal address is Unit 19 President Buildings, Saville Street East, Sheffield, South Yorkshire, S4 7UQ.
1.1 Accounting convention The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102. The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows. The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £. The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.
1.2 Going concern At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. In making that assessment, the trustees have specifically considered the impact of the coronavirus on the operations of the charity, alongside actions taken to mitigate that impact. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.
1.3 Charitable funds Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives. Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements. Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business.

1.5 Resources expended

The analysis of resources expended in the statement of financial activities is determined by the nature of the expense and is inclusive of VAT as the charity cannot recover the VAT it incurs on expenditure.

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes 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 the costs linked to the strategic management of the charity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	10%/20% reducing balance or 33% straight line
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Donations and gifts

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	136,053	111,657	247,710	33,467	67,222	100,689
Incoming resources from charitable activities	10,000	6,004	16,004	-	-	-
	<u>146,053</u>	<u>117,661</u>	<u>263,714</u>	<u>33,467</u>	<u>67,222</u>	<u>100,689</u>

The total for 2021 includes legacies received of £110,075, a discretionary grant from Sheffield City Council relating to Covid-19 of £10,000 and a grant of £6,004 from Sheffield City Council relating to Covid-19 funding to community hubs.

The total for 2020 includes legacies received of £3,000 in the year.

4 Charitable activities

	2021 £	2020 £
Income within charitable activities	<u>452,352</u>	<u>242,135</u>

5 Investments

	2021 £	2020 £
Interest receivable	<u>514</u>	<u>939</u>

6 Other income

	2021 £	2020 £
Other income	<u>-</u>	<u>5,406</u>

Due to Covid-19 no special events were held this year.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Charitable activities

	2021	2020
	£	£
Staff costs	384,172	271,781
Depreciation and impairment	6,789	9,991
Travelling	3,282	4,504
Volunteers Expenses	1,403	2,746
Meetings	-	86
Vehicle expenses	6,776	5,944
Rent, Rates & Car Parking	17,968	18,067
Electricity	2,235	2,553
Insurance	2,418	2,158
Printing & Stationery	2,573	3,281
Repairs & Computer Maintenance	16,664	9,761
Postage & Telephone	11,248	8,187
Miscellaneous Expenses	7,976	10,493
Project HAC	60	49
Bank Charges	316	255
Legal Expenses	1,874	6,580
Recruitment	(300)	11,395
Training	1,629	4,850
	<u>467,083</u>	<u>372,681</u>
Share of governance costs (see note 8)	<u>1,800</u>	<u>1,452</u>
	<u>468,883</u>	<u>374,133</u>
Analysis by fund		
Unrestricted funds - general	340,950	321,272
Unrestricted funds - Designated	-	3,334
Restricted funds	127,933	49,527
	<u>468,883</u>	<u>374,133</u>

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Support costs

	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Independent Examiner's Fee	-	1,800	1,800	1,452	Governance
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>1,452</u>	
Analysed between Charitable activities	-	1,800	1,800	1,452	
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>1,452</u>	

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Co-ordinators	16	16
Administration & Management	5	4
	<u>21</u>	<u>20</u>

Employment costs

	2021	2020
	£	£
Wages and salaries	354,285	252,400
Social security costs	22,297	14,498
Other pension costs	7,590	4,883
	<u>384,172</u>	<u>271,781</u>

No remuneration benefits or expenses have been paid to any of the trustees.

There were no employees whose annual remuneration was £60,000 or more.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

11	Tangible fixed assets			
		Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	£
	Cost			
	At 1 April 2020	17,156	28,000	45,156
	Additions	546	-	546
	At 31 March 2021	17,702	28,000	45,702
	Depreciation and impairment			
	At 1 April 2020	9,040	10,077	19,117
	Depreciation charged in the year	2,309	4,480	6,789
	At 31 March 2021	11,349	14,557	25,906
	Carrying amount			
	At 31 March 2021	6,353	13,443	19,796
	At 31 March 2020	8,116	17,923	26,039

All of the above assets are used in the furtherance of charitable activities.

12	Financial instruments		2021	2020
			£	£
	Carrying amount of financial assets			
	Debt instruments measured at amortised cost		519,588	299,642
	Carrying amount of financial liabilities			
	Measured at amortised cost		16,498	49,647
13	Debtors		2021	2020
			£	£
	Amounts falling due within one year:			
	Trade debtors		57,740	72,988
	Prepayments and accrued income		8,565	7,720
			66,305	80,708

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

14	Creditors: amounts falling due within one year		2021	2020
			£	£
	Trade creditors		3,888	2,036
	Accruals and deferred income		12,610	47,611
			16,498	49,647

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

15 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Balance at 31 March 2021 £
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	
Hospital Sunday Funds	2,748	1,600	(2,351)	1,997	1,500	(1,124)	1,200
Volunteer Funds	250	21,200	(20,000)	1,450	27,095	(27,095)	(1,200)
National lottery	-	44,422	(27,176)	17,246	89,066	(99,714)	-
	2,998	67,222	(49,527)	20,693	117,661	(127,933)	-
							10,421

The funds received for the Hospital Sunday and Volunteer funds are mainly used to reimburse costs incurred by the volunteers such as mileage & travel costs, DBS checks and relevant administrative costs.

National lottery funding has been received for the Inclusive Community Care project. This project aims to help tackle the problem of loneliness and isolation around Sheffield within the Black, Asian and Minority Ethnic communities.

All restricted funds are considered to have sufficient resources held in an appropriate form to enable them to be applied in accordance with the restrictions.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £			Resources expended £			Transfers £			Balance at 1 April 2020 £			Transfers £			Balance at 31 March 2021 £		
	£			£			£			£			£			£		
Dilapidations	-	-	-	-	-	-	-	-	-	10,000	10,000	-	-	-	-	-	10,000	-
Replacement of assets	-	-	-	-	-	-	-	-	-	40,000	40,000	-	-	-	-	-	40,000	-
Installation of air conditioning	-	-	-	-	-	-	-	-	-	10,000	10,000	-	-	-	-	-	10,000	-
Building and repairs	9,000	-	-	-	-	-	-	-	-	(9,000)	-	-	-	-	-	-	-	-
Information	1,300	-	-	-	-	-	-	-	-	(1,300)	-	-	-	-	-	-	-	-
Training	2,867	-	-	-	-	-	-	-	-	(2,867)	-	-	-	-	-	-	-	-
Strategic development	3,334	-	-	(3,334)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reablement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38,000	38,000	-
Pet fostering	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000	12,000	-
Software development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	-
	16,501	-	-	(3,334)	-	-	-	-	-	46,833	60,000	-	-	-	-	60,000	120,000	-

Designated funds represent the amount set aside by the trustees to cover the anticipated future expenditure for specific areas.

Amounts will be released from these funds to general fund to cover any anticipated excess of expenditure over income in these areas. Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with its designation.

17 Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted funds		Total	
	2021	2020	2021	2020	2021	2020	2021	2020
	£	£	£	£	£	£	£	£
Fund balances at 31 March 2021 are represented by:								
Tangible assets	19,796	26,039	-	-	19,796	-	19,796	26,039
Current assets/(liabilities)	381,234	177,022	120,000	60,000	511,655	20,693	511,655	257,715
	401,030	203,061	120,000	60,000	531,451	20,693	531,451	283,754

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021	2020
	£	£
Within one year	16,320	16,320
Between two and five years	24,480	40,800
	<u>40,800</u>	<u>57,120</u>

19 Events after the reporting date	As referred to in the going concern section of the accounting policies, the trustees are monitoring the situation concerning the coronavirus and any impact it may have on the charity. Given the current uncertainties, any longer term financial effect cannot be estimated.
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Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021	2020
	£	£
Aggregate compensation	77,830	74,520

The trustees review payments made to employees in equivalent managerial positions in similar organisations when considering the levels of pay for key managers. The trustees also take in to consideration the ability of the charitable company to be able to pay such salaries.

Transactions with related parties	Talbot Trust		The National Lottery	
	2021	2020	2021	2020
	£	£	£	£
Grant received	-	5,000	89,066	-

J Mothersole is a trustee of the National Lottery.

T Plant is a trustee of Talbot Trust.



Corporate Information

Sheffield Churches' Council for Community Care

(A charitable incorporated organisation).

Also known as SCCCC.

Principal address

Unit 19 President Buildings
Savile Street East
Sheffield
South Yorkshire
S4 7UQ
Telephone 0114 250 5293
Website www.scccc.co.uk

Registered charity number

1168077

Trustees

The charity trustees are appointed as and when appropriate by the body of trustees in office. The trustees who served during the period and those currently in office are:

Tim Plant (Chair)
Anne Jennings
John Mothersole
Linda Browell
Prof. Peter Skipworth
Russell McSweeney
Simon Lamb
Laurence Heijbroek (appointed June 2021)

Chief Executive Officer

Mark Storey

Independent Examiner

RJ Givans BA FCA, UHY Hacker Young, Chartered Accountants, 6 Broadfield Court, Broadfield Way, Sheffield, S8 OXF

Solicitors

Counterculture Partnership LLP, Unit 115 Ducie House, Ducie Street, Manchester, M1 2JW

Bankers

Unity Trust Bank plc, 9 Brindley Place, Birmingham, B1 2HB
Triodos Bank, Deanery Rd, Bristol BS1 5AS
National Westminster Bank plc, 42 High Street, Sheffield, S1 2GE



Thank you Supporters

We would like to thank everyone who supported the work of SCCCC during 2020/21 and since the end of the financial year, including all the individuals and companies who have fundraised for us. Each donation makes a big difference and supports us to continue to have a significant impact on the wellbeing of older people in Sheffield.

We give particular thanks for the financial support given by:

Big Yellow Self Storage Bramall Lane
 Church of St Columba
 Cidon Construction
 Health Education England
 HM Burdall Charity
 JG Graves Charitable Trust
 John Wade Choir
 Madina Mosque
 Marjorie Coote Old People's Charity Fund
 Millhouses Methodist Church
 NHS Sheffield CCG
 St Andrew's United Reform Church
 Sheffield Chamber of Commerce
 Sheffield Church Burgesses Trust
 Sheffield City Council
 Sheffield Hospital Sunday Fund
 Sheffield Jewish Friendship Club
 Sheffield Quakers - The Religious Society of Friends
 Sheffield Soroptimist Housing Co Ltd.
 Sheffield Teaching Hospitals NHS Trust
 Sheffield University Students Union
 Sisters of Mercy
 South Yorkshire Community Fund
 Swann Morton
 The Cutlers Company Charitable Trust
 The National Lottery Community Fund
 The Ronald and Kathleen Pryor Charity
 The Talbot Trust
 The Zachary Merton and George Woofindin Convalescent Trust
 The Vine Sheffield
 Totley Rise Methodist Church
 Trinity United Reform Church
 Unite the Union
 Virgin Money Foundation
 Westfield Charity
 Zenos Technology
 Individual donors and fundraisers



The Trustees would like to thank everyone who has supported us financially or through volunteering their valuable time and skills.

Because of your generosity we've been able to achieve much more than we usually would, helping many more people out of hospital and preventing loneliness and isolation for many more older people who sometimes don't see anyone from one week to the next. Thanks to your support we can continue to give the kind of help that older people sometimes need.

We remain committed to supporting older people where and when they need us, in hospital, on discharge from hospital or in their own homes. We will do this by working in partnership and by using our resources effectively.

Sheffield Churches Council for Community Care 2021.

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