

Sheffield Churches' Council
for Community Care

Annual Report – January 2023

with financial statements for 2021/2022

CIO Registration Number 1168077



Chair's Introduction



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

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).

For 56 years SCCCC has been helping the community of Sheffield by providing a range of services to older people - services that help older people wherever they are. Whether it's in their own homes, if they are admitted to or discharged from hospital, or living in a residential home, SCCCC fits comfortably into the wide and complex range of services that support older people in Sheffield today.

This report covers a 22-month period and is a report that comes on the back of the COVID-19 pandemic. It covers a period where the world around us has changed more than any of us have ever seen before and will probably not see ever again in our lifetimes. A period where the charity experienced challenging times but where through sheer determination to succeed it excelled, playing a pivotal role in aiding the fight against COVID-19 and supporting the wider efforts of the NHS and their social care counterparts.

Our priority as a charity has always been to provide a helping hand to older people when they need it most and during the reporting period our team worked hard to provide much-needed services, often going above and beyond to ensure that we were able to continue delivering, as we navigated uncharted territory. Against this backdrop, our dedicated team of staff and volunteers have done a truly amazing job in supporting thousands of older people in Sheffield. It is awe-inspiring to see what we achieved as a local charity, along with the skill and care shown by our brilliant team of staff and volunteers led by our Chief Executive, Mark Storey.

As you read this report you will see for yourself what we have achieved. The SCCCC team make a huge difference as they support older people in Sheffield. Data shows that we responded to 4860 referrals for support from older people, their families and carers, and health and social care professionals. This is an increase of 42.39% on the previous financial year.

Whilst our fundraising has undoubtedly taken a hit, we have committed to using some of our reserves to further our mission of providing a helping hand to older people when they need it most, and we will be employing more staff to develop and deliver more services to support the most vulnerable in our community. This was an important decision by trustees and ensures we are using some of our reserves in an appropriate way when demand for our services is high. Where we deem it necessary, we will continue to invest and ensure that older people are at the heart of everything we do.

As I draw my foreword to a close, on behalf of the trustees, I would like to thank all our staff, volunteers and supporters 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, and I can safely say that with our supporters at our side, we believe there is a bright future ahead.

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

In my report of last year I started by saying how 2020/21 was a year like no other. I stand by this, but recognise that 2021/22 also threw up some challenges. I am however extremely pleased to report that SCCCC has continued its record of outstanding service to our community over the year, whilst remaining financially stable, and despite the continuing challenges of COVID-19.

The dedicated team of staff and volunteers have once again gone above and beyond to deliver high-quality services that continue to be valued by our service users – the older people of Sheffield and those who care for them – and which are very much needed as the continuing crisis affecting health and social care services bites even harder than previous years.

As Chief Executive it has been awe-inspiring to witness the dedication of the SCCCC team. Our staff and volunteer team have shown incredible resilience and I am filled with great pride about the important work achieved by SCCCC. This has only been made possible by the team here, and by you – our donors and supporters. My sincere thanks are therefore extended to you all. This report highlights what we have been able to achieve thanks to your donations, your commitment, and your passion and enthusiasm for helping older people when they need it most.

As a charity we have adapted well to the ‘new conditions’ that have arisen since the pandemic, and as a flexible and adaptable organisation we have been able to ride the storm and position ourselves effectively in order to seize relevant opportunities that present themselves. This makes us well-placed to support new and emerging requirements as our communities learn to live with Covid.

I know that as we do learn to live with Covid, further challenges will come our way, but I am confident that we will still be there for the older people we serve as life returns to some form of normality. But we need to be there for all older people regardless of race, gender, disability, sexual orientation, social class, religion and belief. We will therefore 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.

If you feel as passionately as we do about changing people’s lives, then please join us in partnership and help us to make a real difference to the lives of older people in Sheffield.



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

The final year of our current strategy sees us continuing to focus on supporting older people so that they are able to maintain a reasonable quality of life for as long as possible.

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 services.	• 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)
4 Be a well-run and viable organisation: Be a well-run and viable organisation, demonstrating high standards of governance.	• Implement a 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

Whilst the strategic choices provide us with a direction, there is flexibility for us to adapt so that we are more able to meet the ever changing needs of our service users and the environment within which we operate. As such, our strategic approach is regularly reviewed and revised but with the caveat that everything we do is focused on helping more older people in Sheffield; ensuring the safety of all our staff and volunteers; and creating a more sustainable and financially secure organisation.



Strategic Report – Achievements and Performance

Our goals for 2021/22 were once again centred on 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 2021/22 financial year was another busy year for SCCCC as we continued to deliver a range of services that improve outcomes for older people and the health and social care practitioners that work with them.

Our city-wide schemes are co-ordinated by a team of staff who work alongside SCCCC's volunteers.

For the 2021/22 financial year we said that we would have **190 volunteers** that provide help to SCCCC. By the end of the financial year we had **227** volunteers within SCCCC. This is **19.5%** above target and an increase of 52% on the previous year.

We said that our volunteers would deliver in excess of **14,800** hours of support to SCCCC. We estimate that in the 2021/22 financial year just over **15,000** hours of support have been provided across all schemes. Some of this can be attributed to the move by UK Government from COVID-19 Plan B measures into Plan A measures and the associated loosening of restrictions. The number of people willing to undertake face-to-face friendly visiting (both volunteers and service users) increased dramatically and almost tripled from what they were at the beginning of the financial year.

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 older person also helps relatives and friends who devote themselves to caring for a loved one.

We said that we would respond to **3,800 referrals** for help. We surpassed this target, delivering **4,860** referrals to help **2,872** unique individuals during the financial year. This was 27.9% above target, and something that the team at SCCCC can be extremely proud of. Since the end of the financial year we have delivered a further **3,944** referrals for **2,313** unique individuals, making the total number of referrals collectively responded to through our schemes during this extended reporting period an incredible **8,804** for **5,185** older people and their families. This is an increase of **10.1%** on the previous financial year and an increase of **22%** on the previous extended reporting period.

The **Hospital Aftercare Scheme (including A&E to Home)** saw **3,893** referrals in 2021/22 financial year and in the current financial year to date there have already been **3,956** 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 2021/22 financial year, the Good Neighbours Scheme dealt with **652** new referrals, whilst in the current financial year to date there

have been **558** new referrals. This is in addition to the **248** regular service users that we support.

We said that we would provide a friendly visitor (either in person or virtually) to **250** older people. During the financial year we surpassed this by over **67%** - delivering our service to **418** older people.

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 2021/22 financial year the scheme received **287** referrals for support – an increase of **58.5%** on the previous year. In the current financial year to date there have already been **329** referrals. This increase in referrals demonstrates the value placed upon the service.

At the end of the 2021/22 financial year as we moved out of lockdown restrictions and into some form of normality we decided to retain some of the services that were introduced during the COVID-19 period. These included the telephone support offer, and the Pen-Pal scheme. We are pleased to report that the Pen-Pal scheme has gone from strength to strength and by the end of the 2021/22 financial year period the team had dealt with **4,556** pieces of ‘happy mail’ and 65 active Pen-Pal relationships had been formed.

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 a 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 stepped up to help thousands of older people during the most difficult time in the history of SCCCC.

As this report covers an extended period, it would be remiss of us not to mention two key projects that arose after the end of the financial year. The first is the introduction of our winter pressures service. This aims to help tackle the increased demands for health services and help those requiring additional support in their lives: ultimately caused by the cold weather which exacerbates

many health conditions and increases in viruses such as flu.

The cornerstone of the service is an adapted 4x4 utility vehicle that can respond in inclement weather, providing transport home for vulnerable older people to inaccessible locations; transporting mobility aids and independent living aids to inaccessible locations; assisting community health teams and carers to reach vulnerable patients; and assisting carers and community/nursing staff to reach their places of work. All of which can help sustain the ‘system’ and support our statutory services who often struggle to reach isolated and vulnerable individuals so that urgent care, primary care and social care support can be offered.

The service was launched in October 2022 and His Majesty’s Lord Lieutenant of South Yorkshire Dame Hilary Chapman DBE unveiled the vehicle alongside The Lord Mayor of Sheffield Cllr Sioned-Mair Richards.

The second key project was the expansion of SCCCC into Doncaster. Again occurring in 2022, the new project sees us delivering a 4-week intervention for people being discharged from Doncaster hospitals. Whilst we have significant experience of assisting with hospital discharges, this is a new approach for us and we are sure that lessons can be learned and shared with partners across South Yorkshire.

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 £649,589 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 98.75% of service users who responded, reported that they were satisfied with the service. When asked how we could improve, only 7% reported that we needed to improve on something (a reduction of 10.14% on the previous survey). However, all suggested improvements related to being able to see their volunteer more or having someone to take them out/visit places. These are of course things that we will consider as we move forward into our new strategy.

We also attempted to determine how loneliness affected our service users and 39% of respondents reported that they were often lonely, whilst 27% reported that they were occasionally lonely. Almost all respondents (98.75%) reported that their volunteer helps with their feeling of loneliness.

We are however aware that surveys such as this, whilst informative, have no real scientific basis and as such we are exploring other models which could show distance travelled or improvements made. As part of this process we will be considering the Warwick-Edinburgh scale, UCLA Loneliness scale, and LEAF-7.

In relation to feedback from referrers, we were unable to conduct a survey of those who refer to

One service user fed back:

“This service keeps me going. I enjoy it very much.”

our Good Neighbour Scheme during the period. However, we have collected comments received throughout the year and some of these are shown below:

“I’d just like to say thank you for all you do and for always getting back to me to communicate through any issues. We can’t thank you enough for all the help you give our teams.”

“I just want to say thank you! I have also been asked to pass on the thanks from all our teams, we really appreciate all you do.”

“I am a big fan of SCCCC. I have referred to you for years from other organisations where I worked with older people before, and one of my lovely current clients has been one of your volunteers for a while and speaks so highly of you all - he is always treated with care and respect.”

These comments yet again demonstrate 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.

During the reporting period we also conducted a survey of hospital-based occupational therapists and physiotherapists. This was conducted in order to identify whether the services offered continue to be those required; how much impact they had on patient experience; and whether they were of value.

We received 54 responses to the survey with 98.1% of respondents reporting that the involvement of SCCCC in the discharge process positively impacted on the patient's discharge. 87% of respondents also reported that discharge would have been delayed had it not been for the involvement of SCCCC. Some of the comments to support these views were:

"Patients' needs cannot be met with any other services as quickly as SCCCC."

"Our patient delays were significant and frequent prior to us having support from SCCCC's for discharges. Things have improved tenfold now. I only wish we had a before and after comparison as I know this has helped so much."

"They fill gaps other care companies or NHS staff can't."

"... There's a gap in facilitating discharges and SCCCC regularly play a big part in filling that gap. SCCCC have been relied on for years to aid patients discharge. As an organisation I wish they could be funded to do more so it's a one-stop organisation rather than having to seek social services and nobody having a clear overview of discharge needs and execution of them. Wastes so much therapy time having to sort out poorly planned discharges. Whenever SCCCC involved it's always easier."

When asked, in their opinion how long discharge would have been delayed, over 38% commented over 5 days; 14.9% reported 4-5 days; 3 and 4 days delay was suggested by 12.8% of respondents each; and 21.27% commented that discharge would have been delayed by 1 day.

This is the most significant survey we have undertaken for some time and based on the average cost of an excess bed day and the number of patients we have worked with to support discharge, we can make a relatively accurate guess that we saved the NHS over £3.2m during the 2021/22 financial year through our discharge services alone. This impact cannot be underestimated.

Feedback was also sourced from our volunteers, who generally felt very positive about their volunteering. Some of the comments received included:

"I really enjoy volunteering for the charity. Everyone is so lovely. I really enjoyed the dementia stars training too and meeting some other volunteers. I'm excited to hopefully attend some fundraising events soon and see everyone and meet some new people."



"Great job by SCCCC staff at keeping in touch throughout a difficult year... thank you!"

"SCCCC is a terrific charity that offers a lifeline to so many people. I am so grateful to have been introduced to their services and for pairing me with such a wonderful lady through the good neighbourhood scheme. Special thanks to Karen for always checking in to make sure I am doing ok and if there is anything I need."

This shows that SCCCC remains 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. This was started following the end of the financial year and during the extended reporting period. The campaign administration was outsourced to a third party and is an ongoing piece of work.

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 we continue to suffer with recruitment issues, and this has continued to delay the implementation. However, we continue to undertake informal observations and then 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; Deprivation of Liberty and Mental Capacity Act training; carer training for moving patients for transport; as well as many others. We have also invested in our own e-learning platform with over 2,000 courses and are rolling this out to staff, trustees and volunteers.

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 2021/22 and for 2022/23 we are on track to exceed our financial targets. For the financial year 2021/22 no single funding stream represented more than **32.1%**.

We said that we would deliver a minimum of **£1,500,000** of social impact. We estimate that during the 2021/22 financial year we delivered in excess of **£4,500,000** 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 started it wasn't finished and we will look at this during the next reporting period. We did however undertake an assessment under the Charity Excellence Framework and were awarded the Quality Mark which provides demonstrable evidence to stakeholders and funders of our commitment to excellence; reassurance for trustees that the charity is well run and recognition for staff and volunteers for what they are achieving.

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 no complaints were received this year, if we did have any 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. This Charter currently remains in draft format.



The impact we have

Language skills combat loneliness

Burngreave resident Maqsood Hanif is a 93-year-old Pakistani man who does not speak English. He was referred to us by Adult Social Care in November 2021. Mr. Hanif lives with his son, daughter-in-law and grandchildren. His son Tariq isn't always at home and daughter-in-law Nazia is Mr. Hanif's main carer. They brought him over from Pakistan over 15 years ago.

Mr. Hanif is estranged from his wife. He was referred to SCCCC because his daughter-in-law is ill, requires support herself and needs a break from caring responsibilities. His son Tariq also has his own medical concerns. Darnall Wellbeing and Sheffield Carers Centre are also involved with supporting Mr. Hanif and his family. Other than his family members who live with him, he doesn't have anyone else to talk to.

Our input

When our co-ordinator visited Mr. Hanif and Nazia, she communicated in Urdu throughout the visit. She explained the purpose of her visit directly to Mr. Hanif and also again to Nazia. It took a bit of time for Mr. Hanif to warm up to speaking, but our co-ordinator opened the conversation by asking him direct questions about his background in Pakistan. They chatted about where he is from in Pakistan, where she is from, and when they both last visited Pakistan. He also spoke about the cotton and steel trade and how things have changed a lot. He spoke about how life is so boring and difficult for him now as there is nothing to do. Mr. Hanif specifically said *"I really liked that you have been able to speak to me in Urdu"*.

Words really do change lives

Michael (78) had been referred to us in November 2021 by his mental health worker, who recognised that Michael was very isolated since the death of his wife and the recent suicide of his oldest son. He was at a very low point in his life.

Our co-ordinator spoke to Michael following his referral and explained what the Good Neighbour Scheme could offer: home visiting; phone calls or the Pen Pal Scheme. Michael said that he would prefer phone calls as he was unsure of people visiting his home. Our co-ordinator explained about the Pen Pal scheme and Michael said that he would like to receive letters, although he was not sure about writing back. They had a long chat about his circumstances, about his past: and particularly about how he had met his late wife. We attempted to support Michael by phone but it was not

successful, as he did not answer his phone when the volunteer befriender called.

We received a further referral from Darnall Wellbeing in April 2022, again noting his isolation. During a routine staff check-in call the OAMHT were present and they stated that Michael was willing to have face-to-face visits, but that he was drinking heavily at times.

Our input

During a visit to Michael, he showed our co-ordinator one of his Pen Pal letters and expressed how much it meant to him. His Pen Pal - Kate - wrote to him about gardening, which he loves, and about her trips to Scarborough where he has family links.

Outcome

Mr. Hanif requested a Pakistani Male volunteer. Luckily, we already had a male Urdu-speaking Pakistani volunteer who lives just 8 minutes walk away from Mr. Hanif. The support case was quickly arranged in December 2021 and volunteer Mohammed was more than happy to visit Mr. Hanif.

Mohammed has reported that the visits have been going very well and that Mr. Hanif is really enjoying the visits. Mr. Hanif enjoys talking and sharing stories with Mohammed and he's recently been sharing his grief about his brother who recently passed away. Mr. Hanif would not have been able to benefit from SCCCC's befriending support had SCCCC not already focussed on recruiting volunteers with additional language skills or from various cultural backgrounds.



Outcome

He has written back to Kate twice, which he says gives him hope and a feeling of 'doing something'. He says that he reads the letters when he feels down, and that he can then cope with the rest of the day. He told us how much it meant to him that the letters were handwritten, because he doesn't get them any more. He also expressed how much he likes the drawings that are sent.

He asked if Kate was a real person and wanted to know that he wasn't just writing to an organisation. Our co-ordinator explained how the scheme worked and Michael was tearful as he spoke about the letters - expressing gratitude to Kate that she replied to him and that she cared enough to 'listen' to him. Michael will continue to write to Kate and will have bi-weekly staff visits to help support him.



The impact we have

Person-centred approach prevents delayed discharge

SCCCC received a referral from an Occupational Therapist at Northern General Hospital to help with the discharge of 89-year-old Jane Taylor by fitting a temporary key safe so that carers could access her home and provide a package of care upon discharge.

Our input

This job was completed and then a further referral was made to collect keys from the hospital and get a set cut to put into the key safe. Whilst on the ward our team member spent 30 minutes working with the OT before going to the cashier's office to obtain the key.

The SCCCC team member then took the key to be cut by a local locksmith, who refused to cut it as it was a specialist key that required written permission from the housing association. We spoke to the OT and then liaised with the housing association. Our team then returned to the key cutter with written permission, obtained a copy key and took the key to Mrs. Taylor's home to place it in the key safe.

The following week another referral was made - this time by a hospital social worker who asked if

SCCCC could assist with sitting with Mrs. Taylor to support her whilst a locksmith came to change the locks on her door. The social worker also explained that Mrs. Taylor had not yet been discharged from hospital but she would also need a food shop. We questioned why the locks needed changing given our previous job and were advised that there was a problem with the lock itself.

A third referral was received the same day from the OT - asking for SCCCC to assist with enabling British Red Cross to deliver a hospital bed to Mrs. Taylor's home. We asked if the locks had been changed and were advised that there was no reason for them to have been, as Mrs. Taylor had her keys on the ward.

We spoke with British Red Cross and arranged a delivery time slot so that we could efficiently plan the day and provide the service that was required. We attended the property and discovered that the keys which we had been asked to get cut originally, only allowed access to the main door and not Mrs. Taylor's flat. We then spoke with the OT, the hospital social worker and the British Red Cross to co-ordinate the delivery of the hospital bed. We collected additional keys from the social worker and then attended the property to allow access and facilitate the delivery of the bed.

Outcome

By recognising that all the referrals were for the same patient and then putting the person at the centre of our service, we were able to co-ordinate an effective response to a complicated situation.

Once everything had been put in place, Mrs. Taylor was discharged home. The OT and social worker both phoned to thank us for our input and commented that if we hadn't been involved the discharge would have been delayed by several days.



Action stars turn lives around

Referred to us by her GP in August 2019, 77-year-old Linda Smith was on our most vulnerable list when the COVID-19 pandemic first hit. Linda suffers from Bipolar Disorder and depression. She has a support worker who checks in on her on an occasional basis.

During our first call with Linda, she mentioned that she didn't have enough food, nor enough cash and couldn't get out to get it due to the lockdown restrictions and being required to shield. Linda was feeling quite depressed and also mentioned that she felt suicidal. She rarely used to go out prior to the pandemic, however 'being forced' to stay home was quite frustrating. On top of this, as she couldn't go out shopping, she couldn't stock up on Lucozade, Cadbury's chocolate and jelly babies - something which she said she enjoys a lot and which has been helping her since her partner had passed away five years previously.

Our input

We arranged for a parcel to be sent to Linda which she really appreciated. She also agreed to have regular support calls.



Since the first call in April 2020, our co-ordinator has continued to call Linda regularly. Initial calls with Linda had a lot of silence: she was always feeling very down. Our co-ordinator sometimes didn't know what to say in response to Linda when she said things like "what's the point of living?", "I'm just existing and haven't even been living my life".

However, their rapport gradually built up the more our co-ordinator called Linda. She slowly started to talk more. After several months of calling, our co-ordinator realised that talking about action movies and in particular about the actors Daniel Craig and Jason Statham was something that Linda loved talking about. After this, a lot of their calls were talking about the latest movies she's watched and giggling about Daniel Craig and Jason Statham.

During Christmas our co-ordinator had the opportunity to deliver the SCCCC Christmas presents to Linda. This was the first time they were able to meet at her doorstep. They had a good chat and Linda seemed to appreciate it a lot, became very emotional and started crying.

Outcome

Linda had a complicated life story and a difficult childhood, but we never probed further due to the sensitivity of the matter. After a year of calling Linda regularly our co-ordinator has developed a really strong bond. Linda recently shared very personal stories about her childhood and how she ended up in Sheffield - things she said she has never told anyone before. Our co-ordinator was very touched by this and it helped her to understand Linda a lot better. Linda also receives SCCCC penpal post which she really appreciates.

This shows how the relationship with Linda gradually developed over a period of time and the importance of being persistent with calling regularly, listening with compassion and with a caring attitude. Linda now feels like she has someone to confide in and vent.

we said we would have

190
volunteers



we had
227
volunteers

This is

19.5%
above target

an increase of 52%
on the previous year

we said that our volunteers would deliver in excess of

14,800
hours of support



we estimate
15,000
have been provided

we said that we would respond to

3,800
referrals for help

we said that we would provide a friendly visitor (either in person or virtually) to

250
older people.



during the financial year we surpassed this by over

67%

delivering our service to
418 older people

we surpassed this target, delivering

4,860
referrals to help

since the end of the financial year, we have delivered a further

3,944
referrals for
2,313
unique
individuals



an increase of
10.1%
on the previous
financial year



an increase of
22%
on the previous
extended reporting
period.

Our Plans

Our plans for the next reporting period are guided by our three new strategic themes of Grow, Embed, and Sustain. Achieving our strategic aims and objectives within these themes will result in a greater number of older people being supported.

Grow

- To develop a portfolio of projects that are refreshed and innovated regularly
- Increase the social impact that we deliver
- Create a sufficient and sustainable volunteer base
- Increase our geographic and cultural presence in line with our charity governance document

Embed

- To be embedded in the patient journey system of hospital discharge
- To be the partner of choice for health and social care organisations across the city

Sustain

- Running a well-run organisation that is adaptable and agile enough to thrive
- Further reduce loneliness
- Build an organisation that has the financial capacity and resilience to achieve our goals

Cutting across all strategic themes will be the cross-cutting themes of Equality, Diversity and Inclusion, and to this end we will be investing heavily in this area.

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 aftercare 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 and surrounding areas 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 and reviewed annually since.

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 174 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 **5,185** 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 7 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 188 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 Aftercare 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 2022. Total income in the year was £762,865, of which £134,450 was restricted funds. Income from fundraising was £121,007. Charitable expenditure was £536,556.

Income exceeded expenditure for the year by £226,309 Total reserves at the financial year end are £757,760 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 2022 were £757,760. Unrestricted reserves formed £670,909 and restricted reserves £86,851.

General reserves (excluding reserves represented by restricted funds and designated funds) stood at £550,909. This is outside the upper/lower target reserves level. However, a deficit budget has again been planned for 2022/23 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.

Over the last few years we have also received funding from Sheffield Clinical Commissioning Group for work to support the COVID-19 response and this has continued with the funding of new projects. Upon the closure of the Clinical Commissioning Groups in 2022, new organisations were formed (Integrated Care Boards) and we have continued to receive some funding from South Yorkshire Integrated Care Board (Sheffield Place).

SCCCC also 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. However, we are only just starting to build our fundraising back up

since the pandemic and as this report is written we need to be aware of the current economic crisis rocking the country and impacting on many people’s lives. This will undoubtedly have an effect on our ability to fundraise in the medium term.

From time to time a number of private sector organisations make ‘in kind’ donations, mainly through the offer of services and free room hire and we would like to acknowledge these supporters in this report. 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 2021/22, 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 2021/2022, the Trustees Annual Report reflects a longer period up to January 2023. It is therefore important that mention is made of anything that has significant financial impact on the charity in the intervening period. Therefore, whilst the impact of COVID-19 and the ongoing economic crisis has impacted upon our ability to fundraise, SCCCC has seen increased income from additional grants, contracts and donations. Contracts and grants with an approximate value of £548,000 were secured from South Yorkshire Integrated Care Board for a range of existing and new projects and this will be carried forward into the 2023/24 financial year.



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 2023 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 2022.

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: 27th January 2023



SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds general £	Unrestricted funds Designated £	Restricted funds £	Total 2022 £	Unrestricted funds general £	Unrestricted funds Designated £	Restricted funds £	Total 2021 £
<u>Income from:</u>									
Donations and gifts	3	62,151	-	58,856	121,007	146,053	-	117,661	263,714
Charitable activities	4	569,517	-	71,594	641,111	452,352	-	-	452,352
Investments	5	747	-	-	747	514	-	-	514
Total income		632,415	-	130,450	762,865	598,919	-	117,661	716,580
<u>Expenditure on:</u>									
Charitable activities	6	482,536	-	54,020	536,556	340,950	-	127,933	468,883
Total resources expended		482,536	-	54,020	536,556	340,950	-	127,933	468,883
Net incoming/(outgoing) resources before transfers		149,879	-	76,430	226,309	257,969	-	(10,272)	247,697

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

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

FOR THE YEAR ENDED 31 MARCH 2022

Net incoming/(outgoing) resources before transfers	149,879	-	76,430	226,309	257,969	-	(10,272)	247,697
Gross transfers between funds	-	-	-	-	(60,000)	60,000	-	-
Net movement in funds	149,879	-	76,430	226,309	197,969	60,000	(10,272)	247,697
Fund balances at 1 April 2021	401,030	120,000	10,421	531,451	203,061	60,000	20,693	283,754
Fund balances at 31 March 2022	550,909	120,000	86,851	757,760	401,030	120,000	10,421	531,451

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

All income and expenditure derive from continuing activities.

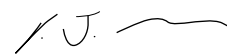
SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

BALANCE SHEET

AS AT 31 MARCH 2022

		2022		2021	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		22,083		19,796
Current assets					
Debtors	12	91,851		66,305	
Cash at bank and in hand		674,260		461,848	
		<u>766,111</u>		<u>528,153</u>	
Creditors: amounts falling due within one year	13	<u>(30,434)</u>		<u>(16,498)</u>	
Net current assets			735,677		511,655
Total assets less current liabilities			<u>757,760</u>		<u>531,451</u>
Income funds					
Restricted funds	14		86,851		10,421
<u>Unrestricted funds</u>					
Designated funds	15	120,000		120,000	
General unrestricted funds		<u>550,909</u>		<u>401,030</u>	
			670,909		521,030
			<u>757,760</u>		<u>531,451</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 27 January 2023 and are signed on its behalf by:



P J Skipworth
Trustee

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

		2022		2021	
	Notes	£	£	£	£
Cash flows from operating activities					
Cash generated from operations	19		217,801		235,226
Investing activities					
Purchase of tangible fixed assets		(6,136)		(546)	
Interest received		<u>747</u>		<u>514</u>	
Net cash used in investing activities			(5,389)		(32)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			212,412		235,194
Cash and cash equivalents at beginning of year			<u>461,848</u>		<u>226,654</u>
Cash and cash equivalents at end of year			<u>674,260</u>		<u>461,848</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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 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. 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.

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.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

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 the statement of financial activities.

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 2022

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.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

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 2022

3 Donations and gifts

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	62,151	49,606	111,757	136,053	111,657	247,710
Incoming resources from charitable activities	-	9,250	9,250	10,000	6,004	16,004
	<u>62,151</u>	<u>58,856</u>	<u>121,007</u>	<u>146,053</u>	<u>117,661</u>	<u>263,714</u>

The total for 2022 includes legacies received of £35,000.

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.

4 Charitable activities

	2022 £	2021 £
Income within charitable activities	<u>641,111</u>	<u>452,352</u>
Analysis by fund		
Unrestricted funds - general	569,517	
Restricted funds	<u>71,594</u>	
	<u>641,111</u>	
For the year ended 31 March 2021		
Unrestricted funds - general		<u>452,352</u>

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

5 Investments

	2022 £	2021 £
Interest receivable	<u>747</u>	<u>514</u>

6 Charitable activities

	2022 £	2021 £
Staff costs	416,811	384,172
Depreciation and impairment	3,849	6,789
Travelling	2,350	3,282
Volunteers Expenses	1,365	1,403
Vehicle expenses	11,019	6,776
Rent, Rates & Car Parking	29,155	17,968
Light and heat	3,158	2,235
Insurance	2,795	2,418
Printing & Stationery	5,544	2,573
Repairs & Computer Maintenance	11,328	16,664
Postage & Telephone	11,502	11,248
Miscellaneous Expenses	9,268	7,976
Project HAC	1,608	60
Bank Charges	485	316
Legal Expenses	14,871	1,874
Recruitment	1,875	(300)
Accountancy	4,795	-
Training	<u>1,550</u>	<u>1,629</u>
	533,328	467,083
Share of governance costs (see note 7)	<u>3,228</u>	<u>1,800</u>
	<u>536,556</u>	<u>468,883</u>
Analysis by fund		
Unrestricted funds - general	482,536	340,950
Restricted funds	<u>54,020</u>	<u>127,933</u>
	<u>536,556</u>	<u>468,883</u>

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

7	Support costs					
		Support costs	Governance costs	2022	2021	Basis of allocation
		£	£	£	£	
	Independent Examiner's Fee	-	3,228	3,228	1,800	Governance
		-	3,228	3,228	1,800	
	Analysed between Charitable activities	-	3,228	3,228	1,800	
8	Trustees					
	None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.					
9	Employees					
	Number of employees					
	The average monthly number of employees during the year was:					
				2022	2021	
				Number	Number	
	Co-ordinators			17	16	
	Administration & Management			5	5	
				22	21	
	Employment costs			2022	2021	
				£	£	
	Wages and salaries			384,658	354,285	
	Social security costs			23,422	22,297	
	Other pension costs			8,731	7,590	
				416,811	384,172	

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 2022

10	Tangible fixed assets			
		Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	£
	Cost			
	At 1 April 2021	17,701	28,000	45,701
	Additions	6,136	-	6,136
	At 31 March 2022	23,837	28,000	51,837
	Depreciation and impairment			
	At 1 April 2021	11,348	14,557	25,905
	Depreciation charged in the year	1,328	2,521	3,849
	At 31 March 2022	12,676	17,078	29,754
	Carrying amount			
	At 31 March 2022	11,161	10,922	22,083
	At 31 March 2021	6,353	13,443	19,796
	All of the above assets are used in the furtherance of charitable activities.			
11	Financial instruments	2022	2021	
		£	£	
	Carrying amount of financial assets			
	Debt instruments measured at amortised cost	747,801	519,588	
	Carrying amount of financial liabilities			
	Measured at amortised cost	30,434	16,498	
12	Debtors	2022	2021	
		£	£	
	Amounts falling due within one year:			
	Trade debtors	70,000	57,740	
	Other debtors	3,541	-	
	Prepayments and accrued income	18,310	8,565	
		91,851	66,305	

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	7,660	3,888
Other creditors	242	-
Accruals and deferred income	22,532	12,610
	<u>30,434</u>	<u>16,498</u>

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 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:

	Balance at 1 April 2020 £	Movement in funds			Movement in funds			Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	
Hospital Sunday Funds	1,997	1,500	(1,124)	1,200	3,573	2,220	(197)	5,596
Volunteer Funds	1,450	27,095	(27,095)	(1,200)	250	15,858	(15,858)	250
Vehicle Funds	-	-	-	-	-	70,000	-	70,000
National Lottery	17,246	89,066	(99,714)	-	6,598	33,122	(37,965)	1,755
Device Loan Scheme Funds	-	-	-	-	-	9,250	-	9,250
	<u>20,693</u>	<u>117,661</u>	<u>(127,933)</u>	<u>-</u>	<u>10,421</u>	<u>130,450</u>	<u>(54,020)</u>	<u>86,851</u>

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.

The Vehicle funds were received from the ICB for the Winter Pressures Service and are primarily used to purchase and adapt a 4x4 Utility Vehicle to support the discharge of patients from hospital and to give assistance to health and social care workers to reach patients who are cut off due to terrain or inclement weather.

The Device Loan Scheme provides funds to help people who are digitally excluded to get online. It does not pay for the devices themselves but does pay for costs related to internet connections etc.

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 2022

15 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 2020 £	Transfers £	Balance at 1 April 2021 £	Transfers £	Balance at 31 March 2022 £
Dilapidations	10,000	-	10,000	-	10,000
Replacement of assets	40,000	-	40,000	10,000	50,000
Installation of air conditioning	10,000	-	10,000	(10,000)	-
Strategic development	-	-	-	60,000	60,000
Reablement	-	38,000	38,000	(38,000)	-
Pet fostering	-	12,000	12,000	(12,000)	-
Software development	-	10,000	10,000	(10,000)	-
	60,000	60,000	120,000	-	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.

SHEFFIELD CHURCHES' COUNCIL FOR COMMUNITY CARE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Analysis of net assets between funds

Fund balances at 31 March 2022 are represented by:

	Unrestricted funds		Designated funds		Restricted funds		Total
	2022	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£	£
Tangible assets	22,083	-	-	-	-	-	19,796
Current assets/(liabilities)	528,826	120,000	86,851	120,000	10,421	511,655	
	550,909	120,000	86,851	120,000	10,421	531,451	

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

17 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:

	2022	2021
	£	£
Within one year	24,787	16,320
Between two and five years	12,393	24,480
	<u>37,180</u>	<u>40,800</u>

18 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2022	2021
	£	£
Aggregate compensation	<u>82,526</u>	<u>77,830</u>

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

During the year the charity entered into the following transactions with related parties:

	The National Lottery	
	2022	2021
	£	£
Grant received	<u>33,122</u>	<u>89,066</u>
	<u>33,122</u>	<u>89,066</u>

J Mothersole is a trustee of the National Lottery.

T Plant is a trustee of Talbot Trust.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

19 Cash generated from operations

	2022	2021
	£	£
Surplus for the year	226,309	247,697
Adjustments for:		
Investment income recognised in statement of financial activities	(747)	(514)
Depreciation and impairment of tangible fixed assets	3,849	6,789
Movements in working capital:		
(Increase)/decrease in debtors	(25,546)	14,403
Increase/(decrease) in creditors	13,936	(33,149)
Cash generated from operations	<u>217,801</u>	<u>235,226</u>

20 Analysis of changes in net funds

The charity had no debt during the year.



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.sccccc.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 (Resigned October 2022)

Chief Executive Officer

Mark Storey

Independent Examiner

RJ Givans BA FCA, UHY Hacker Young, Chartered Accountants, 6 Broadfield Court, Broadfield Way, Sheffield, S8 0XF

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 2021/22 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:

Ant Marketing Ltd.

Asda Foundation

Big Yellow Self Storage Bramall Lane

Church of St Columba

Health Education England

Marjorie Coote Old People's Charity Fund

Morrisons

NHS Sheffield CCG

St Andrew's Psalter Lane

St Andrew's United Reform Church

St Mark's Broomhill and Broomhall

Sheffield Cathedral Chapter

Sheffield City Council

Sheffield Hospital Sunday Fund

Sheffield Teaching Hospitals NHS Trust

Sisters of Mercy

South Yorkshire Community Foundation

South Yorkshire Integrated Care Board

Stowe Family Law LLP

The Estate of Stella Jockel

The National Lottery Community Fund

The Zachary Merton and George Woofindin
Convalescent Trust

Trinity United Reform Church

Twelve Trees Ltd.

Unite the Union

Vivedia Ltd.

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 normally 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.

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