

AGM 30th April 2025

Dear Members, Volunteers, and Supporters,

I am pleased to present the Board of Trustees' report and financial statements for Fairway Fife SCIO from 1st October 2023 to 30th September 2024. This year has been one of notable progress, and I am excited to share our achievements and future plans.

Structure, Governance, and Management

Fairway Fife SCIO, regulated by OSCR Registration, provides a Peer Mentoring service to promote social inclusion for individuals with disabilities or Autism aged 16+. Operating from Unit 23, Dunfermline Business Centre, enhancing opportunities for members and partners. We promote good practice, develop relationships with agencies, disseminate information, and engage in activities that benefit young adults with disabilities. All Board Members are volunteers appointed at our Annual General Meeting as per our Constitution and include interested parties, peer mentors, local businesspersons, and mentees. We appreciate the support of Youth 1st, Youth Scotland, CVS Fife, Befriending Network, SCVO, FVA, and Fife Council.

We are also active in promoting good practice, developing relationships with other agencies, disseminating information about Fairway Fife SCIO to appropriate bodies, and engaging in any other activity that will enhance the lives of young adults with disabilities. All Fairway Board Members are appointed and/or re-appointed at our Annual General Meeting as per our Constitution. They are volunteers, unless appointed as employees, and in compliance with our Constitution, members of the association, comprising interested parties, peer mentors, local businesspersons, and mentees.

The Board benefits greatly from the support and advice of professional bodies such as Youth 1st, Youth Scotland, CVS Fife, Befriending Network, Scottish Council for Voluntary Organisations (SCVO), Fife Voluntary Action (FVA), and Fife Council, for which we are extremely grateful.

Achievements

This past year, Fairway Fife positively impacted young adults with learning disabilities and autism through our peer mentoring program fostering friendships and social inclusion. We expanded our activities to include diverse social events, educational workshops, volunteering programs, skills development, community projects, and recreational outings, helping members achieve their potential and contribute to local communities.

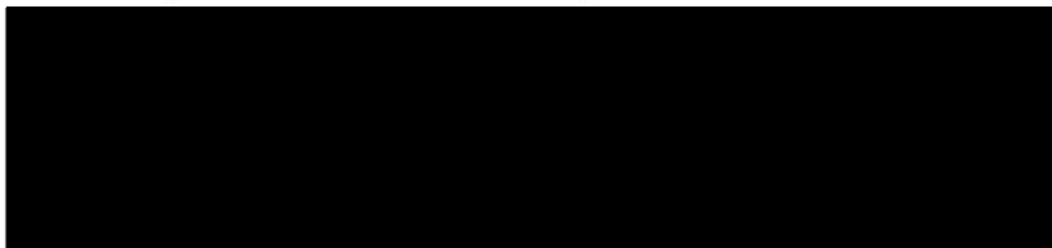
We are currently supporting 75 grant funded members and 11 supported through SDS. We have 32 volunteer Peer Mentors, as well as our Foundation Apprenticeship, Career Ready and DYW students, 6 volunteer Board Members and 1 volunteer admin worker.

Financial Overview

Our financial health remains strong, thanks to the generous support of our donors and the local supporters. The financial statements for this period comply with current statutory requirements and are in line with our Constitution. They have been subject to independent examination by [REDACTED] this year, we have seen an increase in our financial sustainability, due to our Agreement with Fife Council to support young adults,

using Self Directed Support, allowing us to invest in new programs and resources and increase our membership. Our detailed financial report will be presented later in the meeting, but I am pleased to report that we have maintained a balanced budget and have set aside funds for future projects.

The Management Board of Trustees for the period were:



Two of the many Accomplishments:

AIMS Project

In April and May, we worked in partnership with Fife Employability and The Community Trade Hub to deliver an 8-week training programme for six school leavers who were unemployed and not engaging in any further education. The successful applicants received workshop joinery and construction training from The Community Trade Hub and employability training from Fife Employability.

Throughout the 8-week programme, the participants spent one day per week engaging in outdoor activities with our Fairway Fife members at Lochore Meadows Country Park. By the end of the 8 weeks, the participants were engaging brilliantly with our members, working together and socialising through activities like playing the PS5, pool, and darts.

The young participants collaborated with McKewan Technical Services to build an electronic TV stand and monitor. In the final week, they installed a life skills kitchen in our office, which will be used by our members and volunteers to develop valuable life skills and become more independent. The kitchen and screen are used daily and are already benefiting many of our members. We couldn't be happier with the result.

Introduction of New IT Systems

Since introducing Non-Profit (Business) Microsoft Office 365, we have streamlined our administration processes, saving staff time and enhancing system usability and accessibility. Microsoft Office 365 offers this service for free to charities.

Outlook

- All staff have individual Outlook email accounts.
- Staff can access emails anytime and anywhere.
- Synced calendars aid in forward planning.

OneDrive

- All staff have their own personal OneDrive accounts.
- Staff can access documents anytime and anywhere.
- Documents and files can now be shared across the same platform for seamless collaboration, saving time and increasing productivity.
- Secure cloud storage is provided for all users.

Teams/SharePoint

- Teams channels are used for staff planning and file access.
- A dedicated Teams channel for peer mentors is used to share information such as the Peer Mentor Handbook, Welcome Pack, Policies & Procedures, and training opportunities.
- Teams is also used for board meetings, AGMs, and networking with other organisations.

Alongside this we have introduced electronic forms that can be completed online and stored electronically via Cognito Forms, reducing admin time and paper storage.

Challenges

The primary challenge we face is the growing demand for our services, resulting in an ever-increasing waiting list. While we have the potential to expand our services, we aim to do so in a controlled and manageable manner to ensure that we do not compromise the quality of the support we currently provide.

Future

Looking ahead, we have several exciting initiatives planned. We aim to expand our peer mentoring program to reach more young adults across Fife. We are also developing new training programs for our mentors, including advanced courses in disability awareness and mental health support. Furthermore, we plan to enhance our community outreach efforts to raise awareness about the importance of social inclusion for people with learning disabilities. We are also now able to offer residential experiences, which is in the planning stage. We have also been running pilot sessions of family drop in events alongside our Welcome Spaces events which has proven popular, so will be looking at offering more family support and sign posting.

Supporting Our Members with Hygiene Poverty

We are continuing to support our members and their families to ensure everyone has the essential health and hygiene items they need. We are supporting In Kind Direct's cost of living crisis initiative and have a variety of health and hygiene products that we can offer to our members for free. Members or volunteers can speak to one of our facilitators in confidence or contact admin@fairwayfife.com if they require any items. Saving money on these products can help pay for heating, food, or other essential items.

Communication

EVERYONE HAS A VOICE AT FAIRWAY FIFE

Our Facilitators continuing to improve communication support for our members to enable them to make informed choices. We include our peer mentors and mentees in communication development sessions so that they develop the necessary skills to help them communicate more effectively with our members and each other.

Sports Engagement

Many of our members are now engaging in weekly sports sessions, benefiting from professional coaching from Disability Sports Fife, The Pars Foundation, Dunfermline Tennis Club, Town Loch Water Ski Scotland, and Inclusive Surfing Scotland. These opportunities enable our members to participate in the sport of their choice and reach their highest potential at local and national championships.

Peer Mentor Recruitment through Schools and Colleges

To enable our charity to offer more peer mentoring opportunities, we have been working with local schools and colleges to recruit students. Our members benefit massively from taking part in events and activities with people of a similar age who have the same interests. The students benefit from the training we offer, learning from our experienced facilitators, and from communicating and engaging with our members whilst having fun! This strategy also enables young people on their career path to gain a valuable insight and understanding of the care sector

Foundation Apprenticeships

Since we started working with Fife Employability in 2022, 30 students studying for their Health & Social Care Qualification have signed up as peer mentors with Fairway Fife. Many of these students have moved on to further education or jobs within Health & Social Care, demonstrating the positive impact of our program on their career paths.

DYW-Fife (Developing Young Workforce in Schools)

In February, we ran a pilot working with DYW Fife, offering peer mentoring opportunities to S5 and S6 students from DHS and BHS. This initiative has now been rolled out to six local high schools through the new School Work-It Online Portal.

Career Ready

This marks our second successful year offering Career Ready placements to students who may not have a positive destination in life. The students are mentored monthly by our facilitators and engage in a 4-week internship. The two Career Ready students have turned out to be some of our best mentors.

Fife College (Health & Social Care)

We are offering placements to HNC students from Fife College. Our last student completed her one-year placement with Fairway Fife at the end of last term. Students spend two days per week at our events mentoring our members. New placements are due to start after the October holidays.

Acknowledgments

We would like to extend our gratitude to our grant funders and ongoing support from Tesco- Stronger Starts, The National Lottery- Improving Lives, Scotmid, Community Mental Health and Wellbeing, Fife Council - Welcome Spaces, Gannochy Trust, Fife Council AIMS Project, Youth Action Fife, as well as our local supporters, Dunfermline Athletic Pars Foundation, The Ballroom Sports Bar, and The Full Moon Pub, along with the one-off donations from families, friends, and carers. Your support is greatly appreciated.

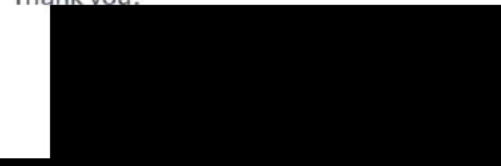
Our Volunteer Peer Mentors are truly at the heart and foundation of everything we do, without them we could not offer this unique and wonderful opportunity to our members, to connect with someone of the same age to experience friendships and learning that could not be provided by adults, carers, family or staff.

Our staff members are dedicated and passionate to supporting our members in achieving their personal goals, contentment, and happiness. They form the backbone of the charity's development, success, and future.

Conclusion

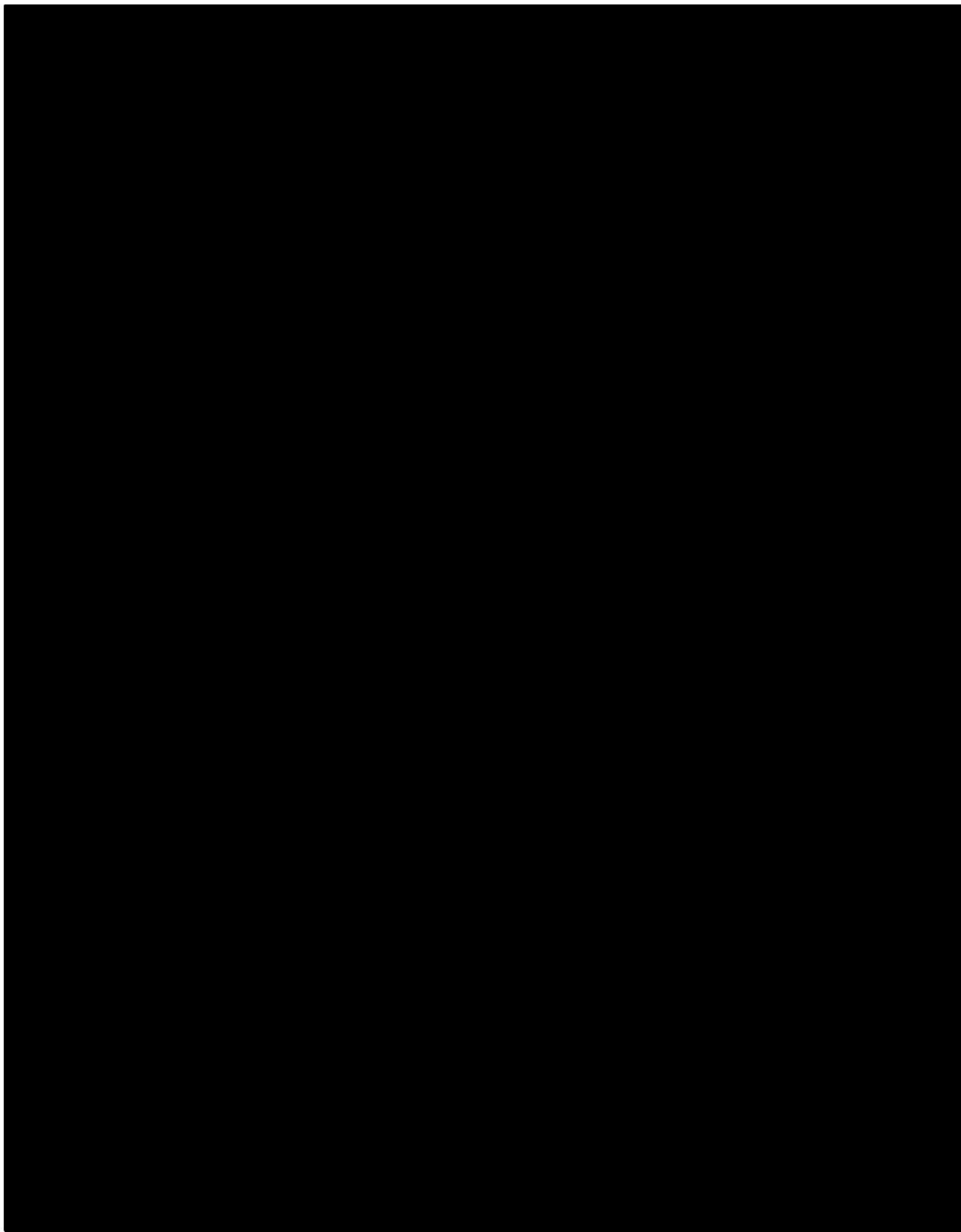
In conclusion, I would like to extend my heartfelt thanks to our members, volunteers, staff, and supporters. Your dedication and generosity make our work possible. Together, we are creating a more inclusive and supportive community for everyone. I look forward to another year of growth and success for Fairway Fife.

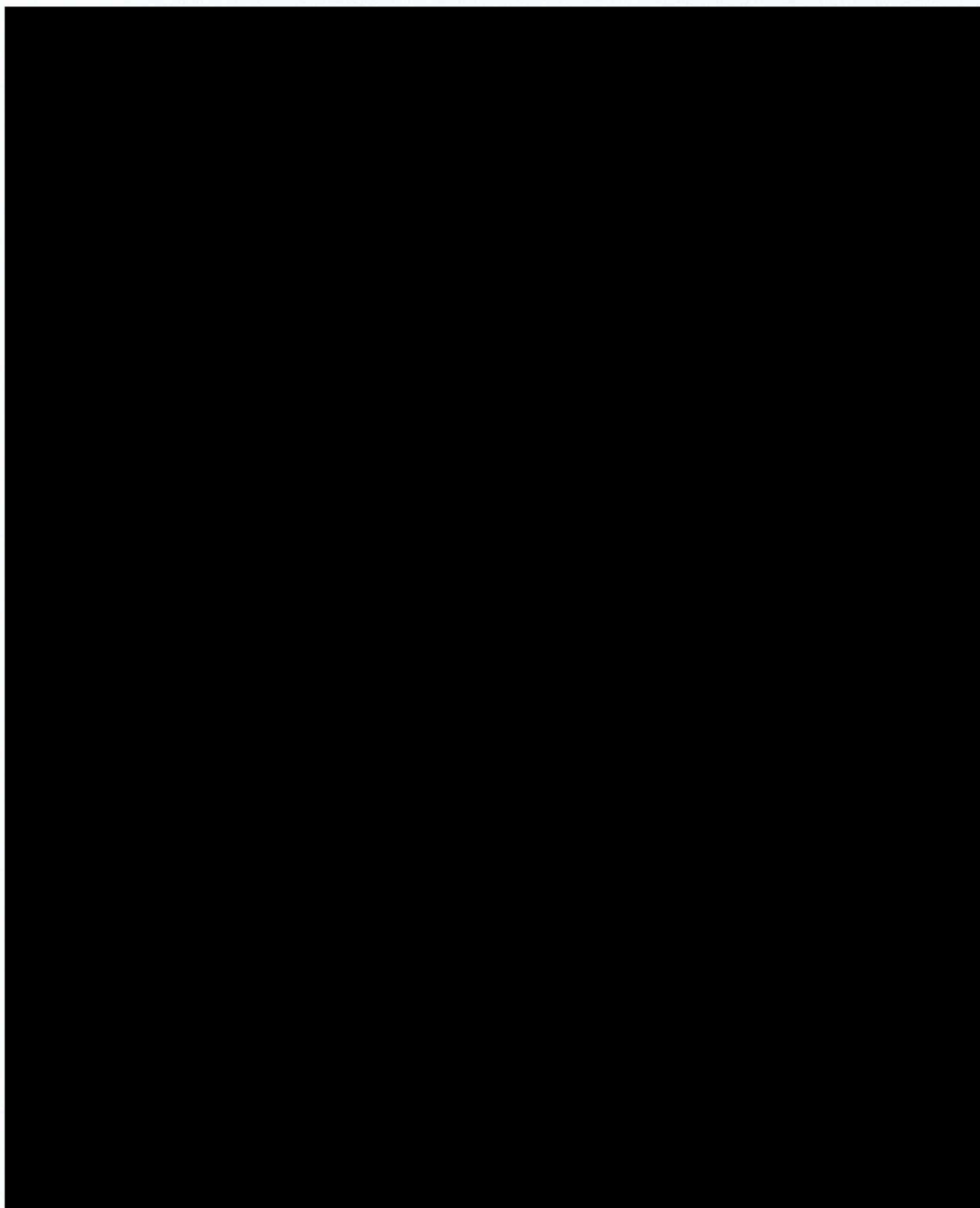
Thank you.

A large black rectangular box redacting the signature of the Chairperson.

Chairperson, Fairway Fife

Please see below two examples of the benefits Fairway Fife can bring to its members; from a Peer Mentor and a Mentee and their family.





FAIRWAY FIFE SCIO

Receipts and Payments Account for the year ended 30th September 2024

Receipts	2023/2024	2022/2023
Grants Note 1		
Grants	74,970	74,300
SDS Funds	<u>132,592</u>	<u>106,187</u>
Donations	9,328	6,100
Young Adults Event Re-imbursements	2,159	1,172
Fundraising Note 2	622	3,660
Bank Interest	724	431
	<u>220,395</u>	<u>191,850</u>

Payments

Events	10,855	7,012
Salaries	142,733	106,510
Staff Travel Expenses	824	396
Support Services	6,565	9,104
Peer Mentoring - Activities	1,112	3,186
- Travel	0	1,030
Administration - Printing/Stationery/Postage	468	303
- Office Expenses	10,365	13,109
- Rent	14,456	
- Utilities	802	
- Insurance	330	315
- Payroll Fees	275	330
- Broadband/telephone	3,037	2,256
Office Equipment	3,355	452
	<u>195,177</u>	<u>144,003</u>

Surplus / (Deficit) for year	<u>25,218</u>	<u>47,847</u>
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Note 1	Grants: Restricted	2023/2024	2022/2023
	Grant-Wood Foundation	0	2,500
	Foundation Scotland	0	5,000
	Scottish Council	8,000	8,000
	Award Night Grant	0	800
	Scotmid	5,000	0
	National Lottery - Improving Lives	45,000	45,000
	F.C. Warmspaces	2,503	0
	Youth 1st	2,000	0
	TES	1,467	0
	FVA	11,000	0
	FVA 4	0	10,500
	FVA 3	0	2,500
		<u>74,970</u>	<u>74,300</u>
	SDS Funding	<u>132,592</u>	<u>106,187</u>
		<u>207,562</u>	<u>180,487</u>
Note 2	Fundraising	<u>622</u>	<u>3,660</u>
Note 3	Analysis of the Closing Balance		
	Restricted Note1	207,562	180,487
	Unrestricted	<u>7,415</u>	<u>9,272</u>
		<u>214,977</u>	<u>189,759</u>

Note 4 SCIO Fairway Fife became a Scottish Charitable Incorporated Organisation on 16th August 2016

FAIRWAY FIFE SCIO

Statement of Balances at 30/09/24

<u>Bank</u>	2023/2024	2022/2023
Cash and Bank Balances at start of year	189,759	141,912
Surplus / (Deficit) for year	25,218	47,847
Closing Balance	<u>214,977</u>	<u>189,759</u>

Reserves

General Funds / Closing Balances				
Restricted	207,562		180,487	
Unrestricted	7,415	<u>214,977</u>	9,272	<u>189,759</u>

Fund Balances Note 3

Approved by the management committee and signed on their behalf

Chairperson.....

Date.....30th APRIL 2025.....

Independent Examiner's Report to the Trustees of FAIRWAY FIFE

I report on the accounts of the charity for the year ended 30TH September 2024 which are set out on pages 9, 10 and 11.

Respective responsibilities of trustees and examiner

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

1 which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

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