



EDINBURGH NORTH EAST FOODBANK SCIO
Annual Report and Financial Statements
For the year ended 31 October 2024

OSCR

Scottish Charity Regulator

www.oscr.org.uk

Registered SCIO

SC044944

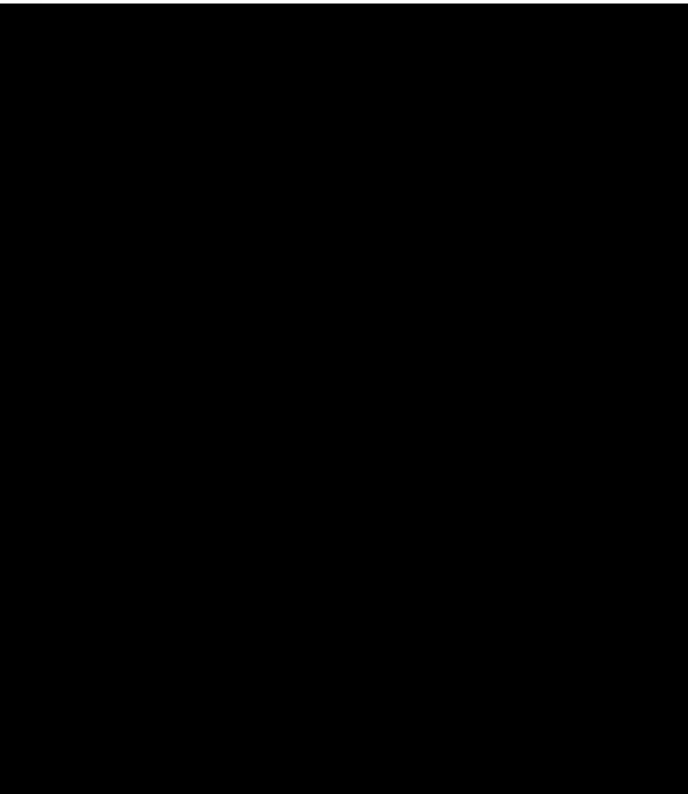
Trustees' Annual Report for the year ended 31 October 2024

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 October 2024

Reference and Administrative Information

Charity name Edinburgh North East Food bank SCIO

Charity no SC044944



Bankers

Virgin Money

83 George Street

Edinburgh

EH2 3ES

Structure, Governance and Management

Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO).

It was registered 20 June 2014.

Appointment of Trustees

The management committee, which normally meets on a Tuesday evening every couple of months, is the charity's trustees, other office bearers and representatives from each of the Churches involved. Membership of the management committee is open to all volunteers participating in the running of the food bank. Trustees are elected at the annual general meeting held annually. There must be a minimum of three and a maximum of nine trustees.

Objectives and Activities

The prevention or relief of poverty in Edinburgh North East and surrounding areas in particular but not exclusively, by providing emergency food supplies to individuals in need, to prevent or relieve poverty. To advance citizenship and community development by encouraging volunteering within the project. The organisation shall promote (but not promote exclusively) its activities and delivery operations to people within the 'Area of Benefit' who are experiencing financial hardship and or vulnerable. These people will be the organisation's beneficiaries.

Charitable Purposes

The relief of poverty of those in need by reason of financial hardship, by the provision of short term food supplies and advice/assistance regarding relief/prevention of underlying situation. The advancement of citizenship or community development by bringing volunteers from the local area to distribute the food supplies and offer companionship by sharing conversation and refreshments while the supplies are being made up and passing on details of appropriate professionals to alleviate the client's situation

Activities

Our food bank helps no particular group specifically, but anybody in need in the community in general. It operates under the guidelines of the Trussell Trust.

We are open

Mon:	1.00pm - 2.30pm	North and South Leith Parish Church Halls, 6 Henderson Street, EH6 6BS
Tue:	1.00 pm – 2.30pm	Leith St Andrews Parish Church, 410-412 Easter Road, EH6 8HT
Wed:	11.00am - 12.30pm	St Margaret's Church Halls, 48 Restalrig Road South, EH7 6LE
Wed:	4.30pm - 6.00pm	Pilrig St Pauls Parish Church, 1b Pilrig Street, EH6 5AH.
Thu:	10.00am - 11.30am	Leith St Andrews Parish Church, 410-412 Easter Road, EH6 8HT
Fri:	3.00pm - 5.00pm	North South Leith Parish Church Halls, 6 Henderson Street, EH6 6BS

representation of our volunteers and talks from the Referral Pathway Coordinator and Senior Money Advice Adviser, so that volunteers were up to date on all our developments.

The foodbank relies on volunteers for its operation, and has a well-established team of approx., 60 volunteers, who work across our 5 centres, our warehouse and on our van. We had a lot of enquiries for people looking to volunteer and recruited 4 new people to join our teams. All volunteers are supported by the General Manager and team leaders at each of our distribution centres. During the year we held 3 volunteer meetings, where volunteers receive updates, training, shared real life stories and learning points. We also held a social evening to thank and celebrate the amazing team of volunteers we have at the foodbank.

In the last year we have lost one of our distribution centres, this was due to changes in the structure of the Church of Scotland, where congregation have been joining together and church buildings closing. This means we now operate from 4 buildings, with the possibility of operating from 3 buildings in the next year.

In the last year, the food bank has benefited from several permanent collection points including Tesco Leith, Tesco Express Leith, Asda Newhaven, Poundland Meadowbank and Easter Greens and one of our local Lidl stores. The amount of food donated has decreased this year, however having our regular supermarket collections has reminded customers of the food collection points in store. The food bank management board is most appreciative of food donations at special times of year e.g., Easter Eggs at Easter and Christmas fare around December and toiletries, which all add to helping restore dignity and hope for the many clients who use our food bank. We continue to provide the Scotmid vouchers, however these were given out over the winter months only, when people were more in need, due to rise in fuel costs and cold weather. Our meal voucher project is well established and used regularly by clients and we will continue to provide this service as long as funding allows. The Leith Pantry is well established and has been in operation for two years, over that time we have had 149 members using the Pantry.

As we move into the new financial year our biggest challenge is going to be maintaining our stock levels, despite the decrease in numbers using the foodbank we are still a very much needed service and therefore are still reliant on donations to help maintain our operations. However, through working in partnership with supermarkets, schools, and our regular donors, it is hoped we will be able to have more food donated, and reduce the amount we will need to purchase, and sustaining good stock levels.

Our other focus for the next year, is to continue developing the Money Advice Service, by reintroducing our tea and coffees at the foodbank, it is hoped this will encourage people to stay in a warm space and have a chat with volunteers and the money advisers. We will also increase the number of distribution centres the Money Advisers attend, and it is hoped all 4 centres will have someone there every week or second week. As this service develops, it is hoped that we will also see referrals to the Pantry increase, allowing us to keep running two sessions per week.

supermarket collections, out with the ones we already do throughout the year. We will also contact the donors who collect food at Christmas time, to see if they might be willing to do collection at other times in the year.

We undertook 3 talks in schools this year, two were at the school assembly and one of our volunteers went along to support this, the other one was supported by the General Manager who went along and did a talk with a P5 class, about Poverty and its impact on society. The class then did a school assembly around poverty and foodbanks, with a whole school food drive taking place. The class also came to the warehouse to pack some food parcels. This hopefully gave the pupils a richer experience from doing something practical. The General manager was also involved with the local High School and their Young Philanthropy Project (YPI). This is where groups of pupils pick local charities, learn about their work and then do a presentation. The school vote on the presentation, and the charity that wins receives £3,000. On this occasion we were not the winning charity however the richness of this project is not the winning but learning about what goes on in the community and pupils work collaborative to gain that knowledge.

The General Manager has been involved with the Edinburgh Trussell Trust Network Group, this group was setup by the Trussell Trust area manager, and the 4 Trussell Trust Foodbanks in Edinburgh. It is a relatively unique situation to have 4 Foodbanks in one city, and it was felt that a collaborative approach to how we operate across the City was needed. There have been 6 meetings throughout the year, and we have discussed topics on voucher numbers, stock levels and financial inclusion.

We have partnered up with Edinburgh Food Project Money Advice Service, through funding from Trussell Trust and we now have dedicated money advisers at two of our foodbank centres. This service gives people who come along to the foodbank, instant access to support with any financial concerns they might have, by speaking with the adviser it is hoped that they will find ways to maximise their income and reduce the need to come to the Foodbank.

As well as building relationships with other foodbanks the General Manager has also been working in partnership with other statutory and voluntary agencies across the city, particularly those within the Leith community. The General Manager attended monthly meetings with the Leith Network Forum. This forum is made up of other voluntary agencies within the community, it focuses on how we can all work together to support those in need. Being part of this forum allows the foodbank to be an integrated service within the community, we have gained greater knowledge of what is happening within the community, giving us richer resources to support our foodbank clients. This forum has led to us working in partnership with a city-wide charity that supports people with addictions. Twice a week a support worker from the charity attends our foodbank centre, this allows the clients that we support with addictions to have someone they can talk to informally over a cup of tea, and if needed we have more confidential spaces available to use. The General Manager also sits on a small locality forum and is involved in ensuring all support services are meeting the need of people within this locality.

The General Manager has been supported by the Management Board, there are 6 Management Board members, and 4 Management Board meetings have taken place this year, along with our AGM. At our AGM we had a good

representation of our volunteers and talks from the Referral Pathway Coordinator and Senior Money Advice Adviser, so that volunteers were up to date on all our developments.

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The Leith Pantry

Leith Pantry has been open for just over 2 years. In that time, we have offered memberships to 149 individuals many with families - 424 visits made throughout 2023 -2024 were by single parents supporting 218 children.

As planned, we opened another session in April in the afternoon for those unable to make a morning session and to reduce the waiting list. This afternoon session has been much quieter as most members say they prefer to visit in the morning. This will be reviewed at the end of the year.

Awareness for the Pantry has increased and therefore, more charities are referring into the Pantry. The Cyrenians and Bethany Christian Trust are organisations supporting people at risk of homelessness, now living in their Leith based temporary accommodation. Between the two charities they have referred 8 clients to the Pantry. We received 10 referrals from the Link Worker based at Leith Mount Surgery alone. Referrals such as these ensure those that need the Pantry have access to it.

The Pantry is not only a place to shop but to chat and Leith Pantry being a smaller Pantry in membership and space seems to create a feeling of safety, so members often share what is going on in their lives. We have heard some very personal stories over the past two years and often the Pantry is able to signpost members to other groups and supports in Leith such as debt advice, housing support or leisure opportunities. However, because of this sense of security, it can also become clear through conversations that some members do not fit the criteria and are just using the Pantry as a cheaper food shop.

In October the Management Committee undertook a review of the pantry membership, it was decided that as part of our commitment to our members and due to the high demand for the Pantry, all memberships will be reviewed at 3 months intervals and will be for a maximum of 12 months. This is to enable new members to benefit from the Pantry. Members will also be expected to engage with our new money advice service, if they are not receiving support from anywhere else. Members who no longer fit the Pantry criteria or have been with the Pantry 12 months or more were given notice that their membership will terminate at the end of 2024. This will leave the Pantry with 30 members to go forwarded into 2025. Going forward a new initial assessment and membership agreement will be implemented, and it is hoped this will help minimise those who do not fit the criteria.

Our partnership with YMCA has stopped due to restructuring and role changes within the YMCA and therefore, the development of a map showing a pathway of supports in Leith did not materialise. This is now being taken on board through the Leith Network Forum which meets 4 times a year. This is a collective of local voluntary and statutory services located in Leith meeting together to discuss pertinent issues.

We have a member volunteer and have approached several other members to consider this opportunity. The operation of the Pantry is reliant on volunteers, and we are now an 8 strong, dedicated volunteer team, who engage well with members, and have forged good relationships with them. Throughout the year the volunteers have had opportunities to develop their skills and trained to undertake further responsibilities, which means they now manage the Pantry in the absence of the Pantry Coordinator.

Our membership with Fareshare is currently £90 per month which allows us to have 100 -300kg food each week. We have always had sufficient food, and the relationship fostered between the Pantry and Fareshare means we often get extra during pickup.

The Pantry is also a partner with Neighbourly, a charity that supports supermarkets to link with Foodbank, so surplus foods can be distributed fairly. We were partnered with our local Sainsbury to receive any surplus foods, however the quality of food was poor, and so the Pantry stopped the partnership. We applied for a £500 grant through Neighbourly on two occasions but were not successful due to the high number of applications.

The Pantry continues to receive food from the Edinburgh North East Foodbank which is either donated or purchased using monetary donations to the foodbank.

Edinburgh Dog and Cat Home provide pet products and members get a free weekly allocation if they have a pet.

We still supply free sanitary products received as donations from the foodbank.

In August we conducted our annual review and received some positive feedback

"I expected the Pantry to be a small shop, where I could pick up store cupboard basics for a lot less. My expectations have been met and exceeded. There are lots of basic foods to choose from, however there is also a lot more choice on offer."

"Nice friendly workforce - can't do enough for you. Great food. Good selection – plenty of fresh fruit and veg."

"I would say that it is an excellent service with friendly staff, and it really helps you get through tough times."

"Good value, good selection, worth the money."

Going forward we will continue to monitor the Pantry membership to ensure those who need the Pantry have access to it. As the Pantry fits into the strategic plan of the Edinburgh North East Foodbank we will explore the benefits and drawbacks of continuing our affiliation to Your Local Pantry.

We will also be looking to recruit volunteers to help drive the van and pick up food.

Financial Review

Summary

The food bank continues to be in a strong state financially, however income reduced from 2023 by £41,691, reflecting the economic climate. With the exception of December 2023 and January 2024 we ran at a deficit each month. The year end bank and cash balances totalled £259,175, a decrease on last years figure of £307,097. The deficit for the year is £47,922 which is a reduction on last year's surplus of £15,902. We anticipated a deficit this year due to the reduction in income and an increase in food costs. The Foodbank is in a better position, stock wise, at the year end with around 4 weeks stock available in the warehouse. At the end of 2023 the stock held was minimal. These accounts do not include a value for stock held at the year end.

Main source of funding

We continue to benefit from the generosity of the general public, local community and businesses across the City. We have a steady stream of standing orders and Justgiving donations, many of the former being augmented by gift aid and the latter increasing year on year.

Grants

A grant was received this year totalling £500 for the purchase of food for the Pantry. The amount was spent in total.

JustGiving

Justgiving continues to bring in significant donations, totalling £39,436 this year.

Standing orders

Standing orders continue to bring in a steady amount of donations totalling just over £36,714 in this financial year.

Expenditure

As expected, total expenditure increased by nearly 14% on the previous year. Although inflation has played it part in this there are other factors. Food and transport costs have increase to meet the demand of increased stock levels in the warehouse and both categories have been impacted by inflation. Salary costs increased with a full year salary for the warehouse coordinator this year. The Pantry has now been operating for two years. Costs totalled £42,573 with income (including grants) of £10,470. Warehouse costs are in line with 2023.

Reserves Policy

1. Description of the charity, its beneficiaries and its funding streams.

Our funding comes from individuals and organisations within Edinburgh and wider Scotland. We receive regular donations by standing order which supports, in large part, our day-to-day operational expenses. Reserves are used to support new initiatives i.e. the food pantry. They are also used primarily to purchase food supplies for both the food bank and pantry.

2. The rationale behind the reserves policy.

Our reserve policy is based upon possible reductions on funding from individuals and organisations. Having reserves of one year's operating costs which includes staff, premises and food purchased, we believe would allow the food bank to operate and look to other funding sources if current sources dried up.

3. The level of reserves required.

EdinburghNE Foodbank believe we need one year of reserves which at current levels is £125,000.

4. How and when the reserves policy will be reviewed.

EdinburghNE food bank will monitor the reserves policy on a six-monthly basis and fully review it on a yearly basis considering the previous year's funding sources and predicted expenditure in the coming three years of operation.

Notes to the Accounts—for the year ended 31 October 2024

1. Basis of Accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended)

2. Nature and Purpose of Funds

Unrestricted funds are those that can be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day to day running of the charity. Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. Two bank accounts are held but restricted funds, since not common, will be managed manually.

3. Donations

Over 1000 financial donations were received over the year. Many were from the general public but also many companies contacted us to make donations and ranged from whatever people could afford to some very significant amounts, all of which are very much appreciated by the foodbank. Many of these donations are also not just one off but support in an ongoing and continuing way by standing order and repeated donations

4. Grants Received

Leith Gives	£500
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5. Cost of Charitable Activities

This covers small miscellaneous costs incurred in carrying out the function.

6. Governance Costs

This is an honorarium for the examiner of the accounts.

7. Restricted Funds

The Ripple Fund remaining balance of £50 was repaid this year. The fund for Leith Community Café was increased with a donation of £6,000. The year end balance for the supply of hot meals is £7,364

Future Plans

Our focus for next year, will be to continue to develop the Leith Pantry, whereby through additional funding we will be able to increase our membership capacity and take on new volunteers

For the year ahead the Pantry will be looking to develop the following:

- Increase membership and opening hours to accommodate an increase in membership
- Continue to source cheaper foods.
- Build on the relationships forged already in Leith i.e. Lidl and make new ones.
- As we foster relationships with members, we can identify additional needs and signpost/support as appropriate
- Look to partner with Charities that teach cooking skills i.e. Cyrenians

Independent Examiner's Report

I report on the accounts of the charity for the year ended 31 October 2024

Respective responsibilities of trustees and examiner

The charity 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 under section 44(1)© 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 of the statement of account for the year ended 31 October 2024, no matter has come to my attention

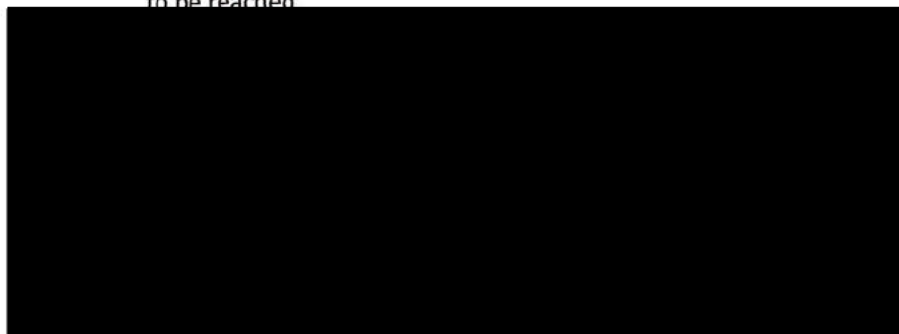
1. which gives me reasonable cause to believe that in any material respect:

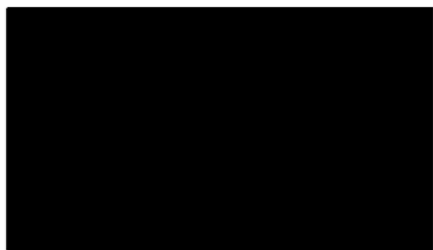
☒ Accounting records have not been kept in accordance with Section 44 (1)(a) of the Charities and Trustee Investments (Scotland) Act 2005 and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006

☒ The accounts do not accord with these records

☒ The statement of accounts do not comply with any of the requirements of Regulation 9 of the Charities Accounts (Scotland) Regulations 2006

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





Income and Expenditure for the year ended 31 October 2024

	Unrestricted Funds	Restricted Funds	Year ended 31/10/2024	Year ended 31/10/2023
Receipts				
Donations	£ 114,367.83	£ 6,000.00	£ 120,367.83	£ 153,497.96
Grants			£ -	£ 13,500.00
Fundraising			£ -	£ 1,070.51
Pantry	£ 9,970.45	£ 500.00	£ 10,470.45	£ 8,079.23
Interest	£ 3,618.12		£ 3,618.12	£ 0.11
Total Receipts	£ 127,956.40	£ 6,500.00	£ 134,456.40	£ 176,147.81
Payments				
Staffing Costs	£ 43,321.87		£ 43,321.87	£ 32,063.77
Warehouse Running Costs	£ 20,372.49		£ 20,372.49	£ 20,741.71
Foodbank Costs				
Food Supplies	£ 60,841.93	£ 3,521.00	£ 64,362.93	£ 46,112.91
Scotmid Vouchers	£ 5,000.00		£ 5,000.00	£ 15,000.00
Transport	£ 6,018.50		£ 6,018.50	£ 5,205.75
Insurance	£ 541.03		£ 541.03	£ 390.43
Cost of Charitable Activities			£ -	£ 180.60
Governance	£ 190.00		£ 190.00	£ 40.00
Clothing			£ -	£ 356.10
Food Pantry Costs	£ 42,073.20	£ 500.00	£ 42,573.20	£ 40,154.51
Total Payments	£ 178,359.02	£ 4,021.00	£ 182,380.02	£ 160,245.78
Surplus/(Deficit) for year	(£ 50,402.62)	£ 2,479	(£ 47,923.62)	£ 15,902.03

Statement of Balances as at 31 October 2024

	Unrestricted Funds	Restricted Funds	Year ended 31/10/2024	Year ended 31/10/2023
Opening Cash at bank and in hand	£ 302,211.80	£ 4,885.00	£ 307,096.80	£ 291,194.77
Surplus/(Deficit) for the year	(£ 50,402.62)	£ 2,479.00	(£ 47,923.62)	£ 15,902.03
Closing cash at bank and in hand	<u>£ 251,809.18</u>	<u>£ 7,364.00</u>	<u>£ 259,173.18</u>	<u>£ 307,096.80</u>
Bank and Cash Balances				
New Bank Account	£ 251,809.18	£ 7,364.00	£ 259,173.18	£ 307,096.80
	<u>£ 251,809.18</u>	<u>£ 7,364.00</u>	<u>£ 259,173.18</u>	<u>£ 307,096.80</u>

The accounts were approved by the Trustees

Signed

Dated