

**THE ASSOCIATION FOR REAL CHANGE**  
**(A Company limited by guarantee)**

**TRUSTEES REPORT AND**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2013**

**THE ASSOCIATION FOR REAL CHANGE**  
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**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2013**

<b>Contents</b>	<b>Page</b>
Chair's Report	1
Trustees' Report	2-15
Independent Auditors' Report	16-17
Statement of Financial Activities	18
Statement of Movement in Funds	18
Balance sheet	19
Notes to the Financial Statements	20-29

# THE ASSOCIATION FOR REAL CHANGE

## LEGAL AND ADMINISTRATIVE INFORMATION

### ***FOR THE YEAR ENDED 31 MARCH 2013***

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The Association for Real Change (ARC) is a charity and a company limited by guarantee. It is generally known in the sector by its acronym ARC. It is registered with the Charity Commission and the Office of the Scottish Charity Regulator.

<b>Registered office &amp; headquarters:</b>	ARC House Marsden Street Chesterfield S40 1JY
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<b>Bankers:</b>	Lloyds TSB Bank Plc 27 Market Place Chesterfield S40 1UL
<b>Auditors:</b>	Barber Harrison & Platt 57-59 Saltergate Chesterfield S40 1UL
<b>Solicitors:</b>	Russell-Cooke 2 Putney Hill London SW15 6AB
<b>Insurance advisors:</b>	CaSE Insurance
<b>Registered Company no:</b>	01658354
<b>Registered Charity no:</b>	285575 (E&W)
<b>Scottish Registered Charity no:</b>	SCO 39129

# THE ASSOCIATION FOR REAL CHANGE

## CHAIR'S REPORT

### ***FOR THE YEAR ENDED 31 MARCH 2013***

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2013 continued to be occupied with the challenges facing the social care sector which the key matters of quality and standards at the core of the issues faced by providers. Most people with learning disabilities who need support are still living in residential care homes, with local authorities spending more money on residential care, nursing care, and supported living for people with learning disabilities, than they used to, yet providers continue to struggle against financial pressure within the sector, with IHAL reporting an increase in Local Authority spending on care management and assessment into 2012.

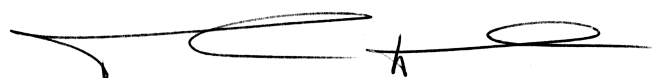
Improvements to commissioning, assessment and care planning were a fundamental part of the Winterbourne Concordat commitments developed as the response to the atrocities that happened at Winterbourne Hospital in 2011.

Health and social care commissioners have to develop personalised services that meet people's needs and get much better at involving individuals - with support where needed - and families at all stages, planning for the whole life course, from birth to old age, starting with children's services.

Developing partnerships and pooling resources to work together on joint planning and support with integrated services is an important part of this work, but also an important part of delivery excellence across the UK. Innovation and developing person-centred community based services that focus on improving people's health and well-being reflect the progress towards delivering personalised outcomes.

Across the UK more adults with learning disabilities are using direct payments and self-directed support, with Local Authorities spending more on direct payments than they used to, yet still only slightly more people with a learning disability have a job and the impact of the changes to benefits is still taking hold.

It is imperative that ARC continues to support provider organisations continue to develop. Our priorities over the next 12 months will be to connect and liaise with members across local areas, embedding our representation work nationally in England, Wales, Scotland and Northern Ireland ensuring it has a mandated and authoritative influence.



**Tina Fahm**  
UK Chair  
ARC

**Date: 17 September 2013**

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013***

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#### **Governing document**

The charity was incorporated as a company limited by guarantee in 1982 and is governed in accordance with its Memorandum and Articles of Association and Standing Orders with a major revision to the M&A being adopted at a General meeting in September 2009 and then implemented at the 2009 AGM.

#### **Principal aims and activities**

Our overall charitable objectives are designed to have a wide impact on the sector, with our two stated charitable objectives working for:

1. The education and training of all organisations, associations, individuals and / or groups of individuals concerned with the care of people with learning disabilities.
2. The study of and research into all matters affecting people with learning difficulties and to obtain and make records of and disseminate all useful results of such research.

Our founding document, the Memorandum of Association, sets out what we are here for and what we can do to meet our aims and goes on to explain in more detail the things we do in order to achieve those two broad charitable objectives, including things such as:

- having a membership of organisations and people who support our aims
- publishing, holding seminars and conferences
- working with other groups with similar aims and talking to local and central government
- pressing for policy change and legislation to help further our cause
- making international links with likeminded organisations
- and finally a wide clause allowing us to do "all such other lawful things as are incidental to the attainment of our charitable objectives."

We are subject to three regulators, Companies House, the Charity Commission of England and Wales and the Office of the Scottish Charity Regulator and we describe our activities in terms of public benefit, linked to our charitable objectives in this report.

Our activities take place in all four countries of the UK and are of necessity adapted to meet the different situations in each country. Our governance structures were further developed to reflect this UK wide membership but the needs and aspirations of people with learning disabilities do not change across national boundaries so this report reflects all our work across the whole of the UK.

#### **Measurement of success**

ARC's Board (its Governing Body) began the review of its strategic plan in September 2012.

#### *Thinking, planning, learning by listening*

So that we could understand the needs of our members we started building up an analysis of the main issues affecting the work they do to support people who have a learning disability.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Measurement of success continued**

It was really important for us to better understand the current reality for our members in the run up to our strategic review. From May to July 2012, 101 members from across the UK, had spoken to us about the issues that really matter to them. We gathered their views through:

- our members' survey
- members' focus groups in Northern Ireland
- talking with us at Advocacy and Provider Networks in Scotland
- meeting with, and talking directly, to our CEO

We used all of this information to map out the main social, policy, economic and environmental drivers that affect our work now and in the future. Each nation country harvested business intelligence, which can be accessed in the strategy appendix found on our website.

#### *Creating vision for the future*

Our strategic review asked -

- Why are we here?
- What are we trying to achieve?
- How are we going to achieve it?

By declaring the outcomes we want to see we have developed a new strategy that allows us to assess the changes, benefits and difference we had made. These outcomes will be used as monitoring tools to measure our impact and the progress we were making.

Our vision is to be one the leading umbrella bodies representing service providers in the learning disability sector and be the first choice for:

1. Providers across all sectors including the public, voluntary and independent sectors, who want to improve how they support people who have a learning disability
2. People who have a learning disability who want to be involved with improving outcomes and how their support is planned and run at local and national levels, just like our work with the National Involvement Network in Scotland.
3. The Statutory Sector: Governments, Local Authorities and Regulators who want the best opportunity to engage effectively with the local sector and improve relationships between themselves and providers.

The next stage:

Of course, having a published strategy is not the same as working to do it. And making a statement about our priorities and high-level aims is not the same as doing something about them!

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Public benefit requirement**

Within our new Strategic Plan the ARC Board has set out specific objectives setting out how we plan to bring about the changes it expects to see. Each objective has a specific target, which has an agreed means of measuring progress. ARC Board receives regular monitoring reports about progress on our objectives which will use the strategic plan framework from now on.

As a specialist infrastructure organisation ARC exists to support voluntary, community, social enterprise and independent sector provider organisations to achieve their aims to support people with Learning Disabilities to achieve the best outcomes and improve their quality of life and wellbeing. We do this through a variety of ways and our activities demonstrate that there is a public benefit through an improvement in the quality of all kinds of services to support people with a learning disability.

Strengthening local, regional and national infrastructure support for the Learning Disability sector is vital to ensuring that people with a Learning Disability can achieve quality of life and the best outcomes.

ARC's key activities in 2012 were:

#### 1. Working with Provider Organisations

- Helping to share best practice and policy information
- Helping to develop their workforce
- Ensuring the voice and influence of the sector is heard by local policy makers

#### 2. Working with People with Learning Disabilities

- Developing best practice projects involving people with Learning Disabilities
- Promoting a better understanding of the support needs and rights of people with a learning disability and their legitimate place in society, both nationally and internationally
- Developing advocacy skills and networks

#### 3. Most importantly as a membership organisation, working with our members are key within ARC,

- Networks and conferences
- Training events and best practice projects
- Information

#### **Governance of ARC**

The Board of ARC meets four times a year in addition to the AGM. In addition there is a Finance sub-group, a Quality sub-group and a HR sub-group which meet twice a year.

The Board members of ARC act as trustees and have the powers and obligations of company directors under the Companies Act 2006. The Chair, a trustee of the organisation was entitled to and received emoluments amounting to £9,000. The travelling expense amounted to £1,441. The other trustees were not entitled to or paid any remuneration but £1,470 was paid to trustees (or their organisations) for travelling expenses. ARC also purchased insurance to protect it from any loss which might arise from neglect or any default of its senior staff or trustees and to indemnify the trustees against the consequences of loss or default on their part. This insurance cost £3,652.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Governance of ARC continued**

In the past year the Directors and Trustees who served on the Board of ARC were:

Tina Fahm	Chair ARC UK
Kate Allen	The Kingwood Trust
Paul Ashton	Prospects – Chair ARC, England
Carol Barkwell	Lyndridge Community Care
John Bartle	Nottingham Community Housing Assoc
Chris Bennett	Perthyn – Chair ARC, Cymru
Gary Bye	Life Path Trust Ltd
Hilary Crowhurst	HFT
Peter Jung	Turning Point Scotland – Chair ARC Scotland
Mahmud Hasan, MBE	Apasenth
Agnes Lunny, OBE	Positive Futures – Chair, ARC Northern Ireland
Deborah Tosler	Prospect Housing and Support Services
Brian Hutchinson	Real Life Options (appointed January 2013)
Steve Witheyman	Somerset Care (resigned September 2012)

#### **Principal officers and member organisations represented in the year**

ARC UK Chair :	Tina Fahm
Hon Treasurer :	Gary Bye, Life Path Trust Ltd
Chair ARC Scotland :	Peter Jung, Turning Point Scotland
Chair ARC Northern Ireland :	Agnes Lunny, Positive Futures
Chair ARC Cymru :	Chris Bennett, Perthyn

#### **Membership of ARC**

Membership of the Association is open to any provider of services to people with learning disabilities prepared to commit themselves and their organisations to the principles within our Code of Good Practice. Membership is drawn from the private, voluntary, not for profit, housing association and ex-NHS / Local Authority trust sectors.

Activities provided by members include the provision of day care, domiciliary support, social work support, education and training services, employment services, leisure and recreation, supported living, adult placements and residential care.

The Association's membership base is extremely wide, from large national organisations down to single small registered care homes, supported housing schemes and adult placement services as well as unregistered services. There are no restrictions to membership of ARC except the need to demonstrate an interest in delivering the best possible quality services for people with a learning disability and the willingness to keep to our Code of Good Practice.

At the close of the year ARC had a paid up membership of 229 organisations.

#### **Achievements in 2012/2013**

ARC UK believes that every person with a learning disability should be in control of their own life, be actively included in their community and have access to a range of high quality services to help them achieve this.



# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Achievements in 2012/2013 continued**

ARC's aim is to be the leading UK association of service providers who aspire to provide high quality service for people living with a learning disability.

ARC seeks to achieve its mission by:

- Influencing policy at a Local, Regional, National and European level.
- Being the focal point in the UK for access to information and expertise to promote best practice in service.
- Promoting and supporting the development of a skilled, competent and diverse workforce
- Maintaining ARC's independence and good governance.

#### **Activities during the year**

We believe that every person with a learning disability should be in control of their own life, be actively included in their community and have access to a range of high quality services to help them achieve this.

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#### **Activities During the Year**

During 2012/13 we have been working in partnership with people with learning disabilities, their families and a range of both national and local organisations around the country in order to meet ARC's objectives.

*Key Activities include:*

- *Supporting local networks and forums*  
*7 local providers Forums across the UK*  
*4 Self Directed Support Consortiums in Scotland*  
*5 local self-advocate networks in NI and Scotland*
- *Support National Networks and Forums*  
*Scottish Transitions Forum & the National Involvement Network*  
*Supporting Offenders with a Learning Disability*  
*Care Provider Network*
- *Provide Training*  
*SVQ Accredited Awards in Scotland*  
*Specialist Training in England and Wales*  
*Targeted Master-classes in NI*

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Influencing policy development**

ARC has maintained its role as key member of a number of national networks and campaigning organisations, including the Learning Disability Coalition, in its last year.

Networks such as those listed below continue to offer the opportunity to influence how policy in England is implemented and in particular how commissioners and the Care Quality Commission, the care sector regulator, seek to ensure that better outcomes are achieved for everyone.

- Challenging Behaviour National Strategy Group
- Driving Up Quality Alliance – the Department of Health post Winterbourne Steering Group on developing quality standards for LD providers
- Department Health Winterbourne Review Positive Behaviour Support Stakeholder Group
- National Learning Disability and Forced Marriage Group
- DBS Consultative Group, Health and Social Care sub-group (vice-chair)
- Centre for Usable Home Technology (CUHTec)
- CQC Learning Disability Review Advisory Group
- Scottish Transitions Forum
- Scottish Government Children and Young Peoples Bill team
- Scottish Additional Support for Learning Sub Group
- Scottish Government Autism Strategy Sub Group
- Expert group for Self-Directed Support
- NHS Clinical Managed Network
- Skills for Care Board
- Skills for Care East Midlands Regional Network (LD rep)
- City and Guilds Health and Social Care Qualifications Network
- Home Office Disclosure and Barring Service Sub Group
- European Association of Service Providers for Disabilities (EASPD) Board member
- European Care Certificate (ECC) Board member

ARC Scotland arranges quarterly meetings for Scottish Transitions Forum members. Meetings 2012/13 have included input from the office of Scotlands' Commissioner For Children, the Scottish Government Children and Young Peoples Bill team and the Edinburgh GIRFEC implementation team.

ARC represent the views of Transitions Forum members to various Scottish Government groups, including the Children and Young Peoples Bill team, Additional Support for Learning Sub Group, Autism Strategy Sub Group, external expert group for Self-Directed Support and NHS Clinical Managed Network. We support people with learning disabilities to engage in planning and decision-making processes in three local authority areas (Dumfries and Galloway, Aberdeenshire and Scottish Borders). This year this has included coordinating community-based self advocacy groups to work collectively to influence local authority planning processes (Dumfries and Galloway, Aberdeenshire), supporting self advocates to participate in the design and roll-out of a new tendering framework and review of day services (Aberdeenshire) and supporting individuals to engage with community and community planning processes such as community councils, community re-development work and access panels (Borders, Aberdeenshire, Dumfries and Galloway).

Each of the five local provider forums (see below) that we facilitate has formal links with local authority Social Work strategic planning and commissioning teams. ARC support member to represent the forum on a wide range of local authority and health strategic planning groups.

The Director of ARC Scotland is a trustee of the Scottish Consortium for Learning Disability and Learning Disability Alliance. He also attends, and supports a person with a learning disability to attend, the Scottish Government Learning Disability Cross Party Group.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Influencing policy development continued**

In Northern Ireland Joan Maughan stepped into the shoes of Siobhan Bogues who left us to start her own venture. Joan continued to promote a better understanding of the issues facing people with a learning disability, their families and carers and to influence policy, legislation and service developments across government and local trusts.

Throughout the year the NI ARC team facilitated a range of partnerships that were most effective in influencing policy development in continued partnership with the RQIA, and DHSSPS.

In Wales our role of influencer continues through our commitment to supporting Learning Disability Wales who have made the following statement, which is endorsed by all its constituents, including ARC Cymru -

"We believe that all Welsh citizens have a right to enjoy a certain standard of wellbeing. These are fully described in the U.N. Convention on the Rights of the Child, in the U.N. Convention on the Rights of Persons with Disabilities and in the UN Declaration on Human Rights. These rights have global application and have been endorsed by all UK administrations. In this respect, any Welsh citizen seeking or receiving social care services is not 'in need'. They are merely being assisted to exercise their rights to a certain quality of life."

#### **Being the focal point for access to information and expertise to promote best practice:**

ARC continues to share information through a range of publications that provide policy updates, and promote best practice. ARC maintains its commitment to produce up to date, accessible information through its membership newsletter Insight, which is distributed electronically.

Our online shop is being increasingly used to access our publications.

Networks facilitated by the Northern Ireland team this year included three Supported Living Special Interest Groups, three Workforce Development Groups, and two Senior Managers Think Tanks.

Our Active Support Consultancy work increased three fold this year and demonstrates the importance our members place on developing best practice and effective leadership. As a model of support this project demonstrates ARC's values in action – supporting our members to ensure that their workforce promote inclusion, choice, participation and independence in everyday activities for the people they are supporting.

We continue to facilitate 5 local provider networks with a membership of 197 senior professionals in Scotland and each forum has developed and progressed its own work plan 2012/13 addressing Key issues around - re-tendering, recruitment, self-directed support and outcomes frameworks. As part of this work we support the chairpersons of 8 local provider forums from across Scotland to meet twice annually to share learning and experiences to improve forum activities.

The National Involvement Network (NIN) is a network of over 50 people with learning disabilities from all over Scotland established and facilitated by ARC Scotland. In 2009, NIN members launched the "Charter for Involvement". This shows how they want to be involved in how their support services are planned and run. Chief Executives from 22 Support organisations have since formally committed their organisation to meet the values and principles set out in the Charter. ARC Scotland supports NIN members to meet quarterly to discuss progress they are making to improve involvement in their organisation, their local communities and national strategic planning processes.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Being the focal point for access to information and expertise to promote best practice continued:**

In 2012, with support from ARC Scotland and Evaluation Support Scotland, NIN members carried out an evaluation of the Charter. This showed that it had made a positive difference to at least 1,750 people with learning disabilities, it also showed which parts of the Charter are working best and which need to be improved. NIN members received funds from the Scottish Government in October 2012 to begin to re-write and re-launch the Charter in response to learning from the evaluation and new developments in social care, particularly the Self-Directed Support Bill.

We facilitate the Scottish Transitions Forum. This forum brings together professionals in Scotland who are committed to improving the experience of young people with additional support needs who are in transition to adulthood. We are particularly concerned with promoting personalised and self-directed support for young people in transition. Membership grew by 16% throughout 2013 to 229.

We have begun work with the members of the Scottish Transitions Forum to publish a key document 'Principles of Good Transition'. This identifies challenges associated with young adult transitions for people with additional support needs- and offers solutions to long-running problems.

The Scottish Transitions Forum website was formally launched in February 2013. This holds all information and links concerning support for young people with additional support needs who are making the transition to young adult life. A fortnightly e-bulletin is circulated to all members.

We facilitated the Supporting Offenders with Learning Disability Network to meet on two occasions. The Deputy Director Scottish Government Criminal Justice Division presented at the February 2013 event. Members have indicated they wish us to develop an action plan to help improve support for learning disabled offenders. We are developing a database of interested professionals, which (March 2013) contains 59 contacts from a wide range of voluntary and statutory sectors.

#### **Promoting and supporting a skilled workforce**

The ARC Training Services (ATS) were radically restructured to improve the way it provides training packages and qualifications relevant to the learning disability and health and social care sectors and it now offers a range of services including bespoke training, development days and assessment, now offering more training to more people. Comparable figures by Scotland Training services show strong growth on last year, with ARC Scotland training having another successful year, providing training to staff from 56 social care organisations. First-class effort from across the Training and Workforce Development Teams has resulted in an increase in the number of people trained by ARC.

ARC also continued as Lead Partner for three regions across England accessing funding from Skills for Care's Workforce Development Funding (WDF) for completing qualification units in Adult Health and Social Care. Through this funding Health and Social Care providers can make a claim towards the costs of NVQ and QCF units.

In NI the Workforce Development Group continued to bring providers together, and OSS supporting further training until 2014. ARC (NI) piloted training courses/masterclasses specifically aimed at registered managers and senior manager and are now in the process of being further developed as a Suite of five Executive Masterclasses aimed at CEOs, Directors and Board members. This will be launched at the Northern Ireland Annual Conference in September 2013.

ARC Scotland Training offer training to the social care workforce in Scotland. We are a registered Scottish Qualifications Authority (SQA) Assessment Centre. Accredited awards we offer include Health and Social Care levels 2, 3 and 4. SVQ 4 Leadership & Management for Care Services and Professional Development Award in Health and Social Care Supervision.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Ensuring sound governance**

Like many organisations across all sectors, 2012/13 saw further changes in how we organised our core functions. Whilst the Board continue to embed its new structure and programme of work to improve organisational governance across ARC UK, our new CEO Jacqueline Bell who took up the post in May 2012, led a programme of consultations to ensure we are fit for our purpose and able to effectively and efficiently deliver the new strategy. A radical restructure of Central Office that distinguished UK functions from those that serve England as a nation country office, reducing UK core costs and increase accountability equally across all nation countries changed how we work at ARC. Creating an England Office with a small, but dedicated team supporting members and stakeholders ensures that each nation country delivers against key policy drivers whilst maintaining attention on governance, learning and planning at a UK level.

We began to pilot how we assess the difference we have made and the impact we have had in Scotland. An external evaluation report produced in June by Scottish Qualifications Authority praised the robust monitoring and quality of our accredited training provision.

The Scotland team have developed an evaluation strategy that will ensure that we have a consistent approach to the evaluation across all our activities. This will enable us to collate all the evaluation feedback we receive on to a single database. We will use this information for reports, applications, to inform strategic decision-making and monitor staff performance individually and collectively.

Our evaluation approach is consistent with the Draft strategic plan and seeks information about:

- How we are perceived
- What difference we make

We are receiving input from Evaluation Support Scotland in this work and intend to roll it out across all UK activities next year.

#### **Looking forward to 2013/2014**

Once again, restructuring costs in the year impacted upon our reserves, however our efforts to become fit for our purpose have begun to pay dividends across the key functions of the organisation, for example our Consultancy work is developing, membership is up and we achieved surplus for the first time in four years.

The appointment of a new Director in NI has already impacted on the team with some important changes already taking place to develop ADS training and how we network with our members.

A key development change in the new England Office will be to set up new regional member networks areas across 5 key regions, focusing particularly on Quality and Standards, Workforce Development, and Finance and Commissioning. ARC Scotland will continue to organise and facilitate local forums for providers which support them to work cooperatively and to directly engage with and influence local authority and health strategic planning processes.

In Scotland we will continue to offer accredited and non-accredited training and learning opportunities of the highest quality for staff at all levels in response to changing policy, legislation and feedback from provider organisations. And in England new products are being developed and we intend to work in partnership with our members and other key players to deliver a wide ranging programme of training and support.

# **THE ASSOCIATION FOR REAL CHANGE**

## **REPORT OF THE TRUSTEES**

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Looking forward to 2013/2014 continued**

Our priorities over the next 12 months will be:

1. Increase membership
2. Establishing member representation on key consultation groups
3. ARC website, highlighting 'breaking news' as necessary through better use of social media

#### **People who have supported us in 2012/2013**

ARC gratefully acknowledges the support of a number of individuals, organisations and charitable trusts that have supported our work in the past year with donations or grants for ongoing work in the year. These include:

Belfast Health and Social Care Trust  
Big Lottery Fund (England)  
Big Lottery Fund (Scotland)  
Comic Relief (UK)  
Department for Employment and Learning (Northern Ireland)  
Department of Health (England)  
Department of Social Development (Northern Ireland)  
European Social Fund  
Health and Social Services Board (Northern Ireland)  
Real Life Options  
Scottish Government  
Skills for Care (England)  
South Eastern Health and Social Care Trust (Northern Ireland)  
Southern Health and Social Care Council (Northern Ireland)  
Ulster Community and Hospitals Trust  
Aberdeen Council  
Devon and Cornwall Police Service  
Dumfries & Galloway Council  
Ecorys/Leonardo (EU)

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Financial Review**

##### **Financial Health**

After seeing a decrease of £278,737 in the previous year (mostly from unrestricted funds) ARC experiences an increase in funds of £26,600 (of which £22,786 was an increase in unrestricted funds and an increase in restricted funds of £3,814) on a total turnover up from £2.234m to £2.493m.

##### **Income from fundraising and projects**

ARC is not easy to fundraise for since we do not normally provide direct service to people with learning disabilities and many trusts look at our membership and realise that they already support many of them. We are therefore especially grateful to those agencies who do support us. Some of the supporters have wished to remain anonymous, but we do thank all of those who have supported us.

Grants or donations in excess of £20,000 in this period include:

£49k from the Department of Health  
£950k from Skills for Care (England) – TSI Partnerships  
£198k from the Scottish Government  
£76k from the Big Lottery Fund (Scotland)  
£53k from Ecorys  
£111k from the Big Lottery Fund  
£33k from the Belfast Health Trust  
£46k Home Office  
£35k from the Belfast Health Trust

##### **Investment Policy**

Investment decisions are taken by the Finance sub-group. ARC's current investment policy is to hold monies in high interest bearing accounts with banks for periods ranging from one to six months to maximise interest and accessibility. ARC has no permanent endowment and provides for capital expenditure from within budget. We have reviewed this policy in the light of recent financial uncertainty and spread the money wider in to the COIF Charities Deposit Funds as a means of further reducing risk whilst still looking for a respectable return.

##### **Reserves**

The trustees have agreed a policy with regard to achieving an unrestricted reserves level equivalent to the costs of three months operations in order to enable an orderly shutdown of operations should it become necessary. The board of ARC has agreed the means by which these figures should be calculated and will review them each year when the budget for the coming year is set, taking account of redundancy liabilities, lease contracts and foreseeable operational costs to sustain an orderly closure. For the year 2012/2013 the target for the reserves was calculated at £317k and by March 2013 ARC's total unrestricted reserves stood at just over £48k.

# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **Management risk**

The board of ARC has an established arrangement for the systematic assessment and periodic review of the risks facing the organisation, with appropriate measures being taken to prioritise, manage and minimise the risks identified. It also has a system for keeping all of ARC's operational policies under review. In the year the board reviewed the risks facing ARC as part of its Strategic Review and approved actions to reduce identified risks where possible. The board has also received updates on the review of policies and procedures and any resulting changes that have been made.

#### **Induction and training of trustees**

All of ARC's trustees are very senior staff from within member organisations with significant experience of providing services, (this is a condition of membership of the Board of ARC). Prior to agreeing to stand for the board of ARC they are sent an outline of what becoming a trustee of ARC involves, the various criteria they must meet, and upon their election they are sent an information pack for new trustees. This contains details of the structure of and post holders within ARC as well as copies of the Charity Commission publications on the roles of trustee. Direct support for new trustees is provided on request, by the Chair and Chief Executive.

#### **Trustees' responsibility statement**

The trustees of ARC are responsible for preparing the Annual Report and financial statements in compliance with current law and regulations. Company law requires the trustees to prepare financial statements for each financial year in accordance with UK Generally Accepted Accounting Practice (UK Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

At the time the financial statements were approved:

- As far as the trustees are aware, there was no relevant audit information of which the auditors were unaware and
- The trustees have taken all the steps necessary as trustees to make themselves aware of any relevant audit information and to establish that the auditors were aware of that information.



# THE ASSOCIATION FOR REAL CHANGE

## REPORT OF THE TRUSTEES


### *FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED*

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#### **Appointment of auditors**

A resolution for the re-appointment of Barber Harrison & Platt as auditors for the coming year will be proposed at the forthcoming annual general meeting in Bristol in October 2013.

By order of the board

A handwritten signature in black ink, appearing to be 'Tina Fahm', written over a horizontal line.

**Tina Fahm**  
UK Chair  
17 September 2013

# **INDEPENDENT AUDITORS REPORT TO THE TRUSTEES AND MEMBERS OF THE ASSOCIATION FOR REAL CHANGE**

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We have audited the financial statements of The Association for Real Change for the year ended 31 March 2013 which comprises the Statement of Financial Activities and the Balance Sheet and the related notes. The financial reporting framework that has been applied in their presentation is applicable law and Financial Reporting Standards for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to smaller entities).

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

## **Respective responsibilities of trustees and auditors**

As explained more fully in the Trustees Responsibilities Statement set out on page 12 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under the Companies Act 2006 along with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's (APB's) Ethical Standards for Auditors.

## **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed.

The reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications in our report.

## **Opinions on financial statements**

In our opinion the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities and;
- Have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustees Investment (Scotland) Act 2005 and regulations 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

# **INDEPENDENT AUDITORS REPORT TO THE TRUSTEES AND MEMBERS OF THE ASSOCIATION FOR REAL CHANGE**

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## **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

## **Matters on which we are required to report by exemption**

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended), requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Report.

*Barber Harrison & Platt*

Mr Adrian Staniforth (Senior Statutory Auditor)

For and on behalf of  
**Barber Harrison & Platt**  
Chartered Accountants  
Statutory Auditor

Date: *20 September 2013.*

57-59 Saltergate  
Chesterfield  
Derbyshire, S40 1UL

# THE ASSOCIATION FOR REAL CHANGE

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2013

	<u>Note</u>	Unrestricted Funds £	Restricted Funds £	2013 Total £	2012 Total £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds:</b>					
Donations & Gifts		10	-	10	3,746
Membership subscriptions		92,877	-	92,877	120,945
Grants	(8)	-	76,463	76,463	178,411
Publications		478	-	478	1,164
Investment income		828	-	828	1,682
<b>Incoming resources from charitable activities:</b>					
Grants	(8)	-	1,592,999	1,592,999	1,164,273
Training & conferences		442,192	-	442,192	442,774
Services to members		287,653	-	287,653	321,976
Total incoming resources		<u>824,038</u>	<u>1,669,462</u>	<u>2,493,500</u>	<u>2,234,971</u>
<b>Resources expended</b>					
<b>Costs of generating funds</b>	(4)	3,326	-	3,326	19,347
<b>Charitable activities</b>					
Networking and preparation		2,733	-	2,733	7,673
Special projects	(8)	-	1,665,670	1,665,670	1,348,678
Training and conferences		373,284	-	373,284	559,510
Publications		100	-	100	256
Services to members		393,993	-	393,993	427,627
Governance costs	(5)	27,794	-	27,794	57,428
Total resources expended	(3)	<u>801,230</u>	<u>1,665,670</u>	<u>2,466,900</u>	<u>2,420,519</u>
Net incoming/(outgoing) resources For the year		22,808	3,792	26,600	(185,548)
Restructuring costs	(6)	-	-	-	(93,189)
<b>Transfers of funds</b>		(22)	22	-	-
Net income for the year		22,786	3,814	26,600	(278,737)
Balances brought forward at 1 April 2012		25,241	105,472	130,713	409,450
<b>Balances carried forward at 31 March 2013</b>	(12)	<u>48,027</u>	<u>109,286</u>	<u>157,313</u>	<u>130,713</u>

The company made no recognised gains or losses in this or the preceding financial year other than the surplus or deficit for the year. All incoming resources and resources expended derive from continuing activities.

# THE ASSOCIATION FOR REAL CHANGE

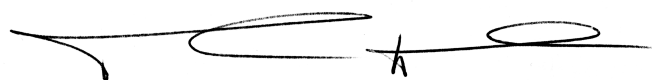
## BALANCE SHEET

**FOR THE YEAR ENDED 31 MARCH 2013**

	<u>Note</u>	2013	2012
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	(10)	<b>11,296</b>	20,003
<b>Current assets</b>			
Trade debtors		<b>72,158</b>	139,524
Prepayments and accrued income		<b>220,877</b>	89,522
Cash at bank and in hand		<b>231,324</b>	188,019
		<b>524,359</b>	417,065
<b>Creditors: amounts falling due within one year</b>			
Taxation and social security costs		<b>22,393</b>	24,461
Other creditors		<b>230,732</b>	85,804
Accruals		<b>42,277</b>	76,174
Deferred income	(11)	<b>82,940</b>	119,916
		<b>378,342</b>	306,355
<b>Net current assets</b>		<b>146,017</b>	110,710
<b>Total assets less current liabilities</b>		<b>157,313</b>	130,713
<b>Funds</b>			
Restricted funds	(8)	<b>109,286</b>	105,472
Unrestricted/designated funds	(12)	<b>48,027</b>	25,241
<b>Total funds</b>	(12)	<b>157,313</b>	130,713

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to smaller companies.

Approved by the board on **17 September 2013** and signed on their behalf by:



**Tina Fahm**  
Chair of Board of Directors



**Gary Bye**  
Trustee

**Company Registration Number 01658354**

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013

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#### 1. Accounting Policies

##### a) Accounting convention

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Companies Act 2006.

##### b) Depreciation

Depreciation is charged on a straight line basis at the following rates on all tangible fixed assets in order to write them off over their estimated useful lives. All assets costing more than £300 are capitalised at cost.

Office Equipment	33.33% Straight line
Fixtures	20.00% Straight line

##### c) Incoming resources

Income is accounted for on a receivable basis. Income from charitable activities include income from grant funding and are restricted where the funding is subject to specific performance conditions. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income is deferred when the grants are received in advance of the performance conditions to be met. Any unspent income at the year end is carried forward as restricted funds.

##### d) Training and conference income

Income from training course fees is recognised over the duration of the course. Fees are generally invoiced in full at the time of enrolment. Income is recognised as each stage of the course is completed by the candidate and an assessment of that stage has been carried out by our assessors. Fees for conferences are invoiced in advance and recognised as income in the period in which the conference takes place.

##### e) Fund accounting

The unrestricted funds comprise general funds which are available for use by the charity for its general objectives. The restricted funds are subject to restrictive conditions made by the grant making body or donor.

##### f) Operating leases

The rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

##### g) The recognition of liabilities

Resources expended are accounted for on an accruals basis and are recognised when there is legal or constructive obligation to pay for expenditure.

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

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#### 1. Accounting Policies - continued

##### h) Services to members

This expenditure includes branch costs, the costs of the national offices, the costs of providing the National Criminal Records Bureau service and the costs of the annual conference.

##### i) Support costs

Support costs have been allocated to activities based on the ratio of the individual activity expenditure against the overall expenditure. See note 3 for calculations.

##### j) Governance costs

Includes staff time and expenses for time spent in connection with trustees meetings, plus the cost of auditing the charity.

##### k) Costs of generating funds

This expenditure is an allocation of time spent and other resources expended in connection with fundraising.

##### l) Pension scheme

The company contributes to a stakeholder pension scheme. The pension costs charged in the financial statements represent the contributions payable by the charity during the year, in accordance with FRS17.

##### m) Irrecoverable VAT

The company is registered for VAT on a number of its activities. Where input VAT is partially claimed or not recovered at all, this is charged against the expense to which the item relates.

##### n) Foreign currency translation

The company operates a Euro bank account. The balance at the year end is translated into Sterling at the rate prevailing at the balance sheet date. Any transactions throughout the period are translated at the rate at the time, and any exchange difference is taken to the Statement of Financial Activities to the relevant heading.

#### 2. Incoming resources

Net incoming resources are stated after charging	<b>2013</b>	2012
	<b>£</b>	£
Depreciation	<b>10,269</b>	14,515
Auditors remuneration	<b>6,400</b>	7,980
Operating leases	<b>39,724</b>	38,524
	<u><u>          </u></u>	<u><u>          </u></u>

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

#### 3. Total resources expended

	<b>2013</b>	2012
	<b>£</b>	£
Direct costs	<b>2,300,481</b>	2,277,733
Support costs	<b>166,419</b>	235,975
Total resources expended	<b>2,466,900</b>	2,513,708

The support costs are allocated to activities below:

	Fundraising costs	Networking & representation	Training & conferences	Publication costs	Service to members	Gov'nce costs	Total 2013
	£	£	£	£	£	£	£
Finance & IT	800	657	22,030	24	15,503	999	40,013
Human Resources	232	191	6,395	7	4,500	290	11,615
Secretarial	357	293	9,841	11	6,925	446	17,873
Management	651	535	17,943	20	12,626	814	32,589
Office costs	1,286	1,056	35,418	39	24,923	1,607	64,329
	<b>3,326</b>	<b>2,732</b>	<b>91,627</b>	<b>101</b>	<b>64,477</b>	<b>4,156</b>	<b>166,419</b>

#### 4. Costs of generating funds

	<b>2013</b>	2012
	<b>£</b>	£
Fundraising costs	<b>3,326</b>	19,347

Fundraising costs include a relevant proportion of staff costs, professional fees and associated office expenses relating to the fundraising of restricted income, grants and donations. Publicity costs are included with 'publications' which are part of the direct charitable costs of the charity.

#### 5. Governance costs

	<b>2013</b>	2012
	<b>£</b>	£
Other costs - staff time and travel, trustees and support costs	<b>19,780</b>	49,448
Audit fees	<b>6,400</b>	7,980

#### 6. Restructuring costs

Restructuring costs incurred during the year amounted to £nil (2012: £93,189). These costs include redundancy costs, pay in lieu of notice and HR consultancy fees.



# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

#### 7. Tax

As a charity, The Association For Real Change is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 8. Restricted funds

	Movement in Resources		ARC	B/forward	C/forward
	Incoming	Outgoing	Contribution	01/04/2012	31/03/2013
	£	£	£	£	£
<b>Department of Health</b>					
<b>Project funds</b>					
Safety Net	-	3,005	-	3,005	-
Active Support Project	48,950	53,660	-	-	(4,710)
DoH – Sub Total	48,950	56,665	-	3,005	(4,710)
<b>Other restricted funds</b>					
Home office – Safety Net	45,554	45,561	7	-	-
Scottish Government	50,000	37,343	-	505	13,162
Skills for Care TSI 2012/2013	949,610	949,610	-	-	-
NI ColPro Project	-	1,732	-	1,732	-
NI – Tili (M) project	32,500	26,706	-	1,206	7,000
NI – Tili (S) project	270	33,747	-	33,747	-
Devon & Cornwall Police	14,000	10,767	-	-	3,233
Comic Relief – Helping Each Other	19,220	841	-	-	18,379
Scottish Government - Learning Disabilities Programme	7,288	5,287	-	-	2,001
Big Lottery Fund – Here to Stay	91,645	108,879	-	67,326	50,092
Big Lottery Fund – Progress Scotland	95,842	76,081	-	-	19,761
Self Directed Support (1)	88,676	78,125	-	5	10,556
Self Directed Support (2)	59,392	67,165	-	14,717	6,944
Get a Life – N Ireland	82,744	59,249	-	(45,398)	(21,903)
Lost Voices	700	-	-	(700)	-
Lost for Words – N Ireland	-	22,098	-	29,514	7,416
LDSF – N Ireland	6,608	3,118	-	(3,490)	-
Total – Other restricted projects					
Sub Total	1,544,049	1,526,309	7	98,894	116,641
<b>Total – Charitable Activities</b>					
<b>Restricted funds</b>	1,592,999	1,582,974	7	101,899	111,931

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

#### 8. Restricted funds Continued

	Movement in Resources		ARC	B/forward	C/forward
	Incoming	Outgoing	Contribution	01/04/2012	31/03/2013
	£	£	£	£	£
<b>Generated Funds -restricted funds</b>					
SFC – P A Net	4,980	4,980	-	-	-
Getting started	6,000	6,000	-	-	-
EC Lifelong Learning Programme 12-14	-	2,645	-	-	(2,645)
EC Lifelong Learning Programme (CCFC) 10-12	53,301	56,874	-	3,573	-
Progress Scotland - Aberdeen	10,000	10,015	15	-	-
Supporting Personalise Approaches (D&G)	2,182	2,182	-	-	-
Generated fund - Totals	76,463	82,696	15	3,573	(2,645)
<b>Restricted funds</b>	<b>1,669,462</b>	<b>1,665,670</b>	<b>22</b>	<b>105,472</b>	<b>109,286</b>

The expenditure against the Active Support Project, the Get a Life Northern Ireland project, and the EC Lifelong Learning Programme 12-14 will all be covered by future grants for additional work on these ongoing projects.

The restricted grants received were utilised for the purposes for which they were given, as outlined below.

#### **Safety Net (Funded by the Department of Health)**

This projects aim was to prevent the exploitation of people with learning disabilities. Concluded in the year.

#### **Active Support**

This is a 3 year project helping organisations implement active support.

#### **Safety Net (Funded by the Home Office)**

A 1 year project to engage with secondary school children to explore the reasons for, and solutions/strategies to reduce, the amount of anti-social behaviour experienced by people who have a learning disability from school children, especially on buses. Concluded in the year.

#### **Progress Scotland (Funded by the Scottish Government)**

Help people with learning disability lead full and active lives and be at the heart of their local community, really shaping what happens.

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **8. Restricted funds Continued**

##### **SFC Workforce Development Fund 2012/2013 (Funded by Skills for Care)**

This project enables provider organisations to claim monies for completing courses and gaining qualifications.

##### **NI ColPro Project (Funded by Northern Ireland Executive)**

This projects aim was to explore and test opportunities for securing efficiencies for supporting people monies in delivering frontline services is maximised. Concluded in the year.

##### **TILII (M) Project (Telling it Like it is) (Funded by Belfast HSST)**

ARC supports two self advocacy groups in Muckamore Abbey Hospital and across Belfast.

##### **TILII (S) Project (Telling it Like it is) (Funded by Southern Eastern Health & Social Care Trust)**

ARC NI is supporting a group of men and women with a learning disability to run training sessions for staff.

##### **Devon & Cornwall Police**

Run an innovative programme aimed at preventing the exploitation and abuse of people with a learning disability by those claiming to be their friends.

##### **Helping Each Other – (Funded by Comic Relief)**

To educate young people with learning disabilities about the nature and dangers of sexual exploitation and how to avoid it.

##### **Scottish Government – Learning Disabilities Programme**

To update and promote the Charter for Involvement.

##### **Here to Stay Project (Funded by the Big Lottery)**

This projects aims to produce better and more accurate intelligence on the number of migrants with a learning disability living in England.

##### **Progress Scotland (Funded by the Big Lottery)**

Help people with learning disability lead full and active lives and be at the heart of their local community, really shaping what happens.

##### **Self Directed Support Project (1)(Funded by the Scottish Government)**

For the lives of people who require support to be enriched through having greater independence, choice and control by building the capacity of provider organisations.

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### ***FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED***

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#### **8. Restricted funds Continued**

##### **Self Directed Support Project (2)(Funded by the Scottish Government)**

Improve the life chances of young people with additional support needs who are making the transition from school or college by increasing the capacity of providers to offer them choice, independence and control.

##### **Get a Life – NI (Funded by the Department for Employment and Learning and The Belfast Trust)**

The Get a Life project seeks to support people to establish microenterprises as an alternative to traditional day care provisions.

##### **Lost Voices (Funded by the Community Foundation NI)**

Lost voices works alongside a small group of men with profound disabilities and will produce a DVD and training programme to assist people with learning disabilities to communicate with those who have no verbal speech.

##### **Lost for Words (Funded by The Belfast Trust)**

Lost for Words works alongside a small group of men with profound disabilities and will produce a training programme to assist people with learning disabilities to communicate with those who have no verbal speech.

##### **LDSF – N Ireland (Funded by DHSSPS through HSBC)**

ARC is leading an initiative to develop a Service Framework which will set standards for all health and social care organisations in Northern Ireland. Concluded in the year.

##### **Scotland Charter (Funded by Scottish Government)**

To monitor and evaluate the difference that the Charter for Involvement has made to the lives of people with learning disabilities.

##### **P.A. Net (Funded by Skills for Care)**

Continuing the National Network for PAs and PA users.

##### **Getting Started – NI (Funded by Shankill Job Assist and Prince's Trust)**

To support unemployed and disadvantaged people to address barriers to becoming involved in paid employment in direct care by participating in a pre-recruitment training programme.

##### **CCFC 2012-14 (Funded by EC Lifelong Learning Programme)**

To follow on from CCFC 2010-12, developing training packages and to increase the ECC take up.

##### **CCFC 2010-12 (Funded by EC Lifelong Learning Programme)**

To embed the European care certificate throughout Europe.

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

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#### 8. Restricted funds Continued

##### Progress Scotland – Aberdeen (Funded by Aberdeen Council)

Development and support of self advocacy groups within Aberdeenshire.

##### Supporting Personalised Approaches (Funded by Dumfries & Galloway Council)

For three one day sessions in Dumfries and Galloway for staff from the voluntary and statutory sectors in "Person Power – An introduction to person centred thinking and personalisation" developed by Alzheimers Scotland.

#### 9. Staff Costs

	<b>2013</b>	2012
	<b>£</b>	£
Staff costs:		
Wages & salaries	<b>686,276</b>	864,722
Pension costs	<b>20,948</b>	28,484
Social security costs	<b>62,203</b>	79,291
Totals	<b>769,427</b>	972,497

The average number of employees on a FTE basis.  
And the areas in which they work are as follows:

	<b>No.</b>	No.
Charitable activities	<b>24</b>	28
Support Services	<b>13</b>	21
Fundraising	<b>-</b>	1
Average number of employees	<b>37</b>	50

The chair, a trustee of the charity was entitled to and received emoluments amounting to £9,000 (2012: £9,000). Her travel expenses to meetings during the year amounted to £1,441 (2012: £3,656). The other directors, who are Trustees of the Charity, were not entitled to, and did not receive any emoluments from the company during the year. Their travel expenses to meetings during the year amounted to £1,470 (2012: £2,416).

There are no staff with emoluments above £60,000 per annum.

Staff pension contributions unpaid at the year end were £2,484 (2012: £1,059).

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

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#### 10. Tangible Fixed Assets

	Office equipment £
<b>Cost</b>	
As at 1 April 2012	76,159
Additions	1,562
Disposals	(3,555)
<b>Balance at 31 March 2013</b>	<b>74,166</b>
<b>Depreciation</b>	
As at 1 April 2012	56,156
Disposals	(3,555)
Charge for the year	10,269
<b>Balance as at 31 March 2013</b>	<b>62,870</b>
<b>Net book value 31 March 2013</b>	<b>11,296</b>
Net book value 31 March 2012	20,003

#### 11. Deferred income

<u>Course and Conference fees</u>	2013 £	2012 £
Received in advance at the beginning of the year	<b>120,551</b>	158,344
Total fees received in the year	<b>410,293</b>	404,981
Statement of financial activities	<b>(442,192)</b>	(442,774)
Received in advance at the end of the year	<b>88,652</b>	120,551
Other deferred income	<b>(5,712)</b>	(635)
Total deferred income	<b>82,940</b>	119,916

# THE ASSOCIATION FOR REAL CHANGE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013 - CONTINUED

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#### 12. Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Tangible fixed assets	11,296	-	11,296
Net current assets	36,731	109,286	146,017
	<hr/>	<hr/>	<hr/>
Net assets	48,027	109,286	157,313
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

#### 13. Operating leases

	Land and Buildings	Others
<b>Payments due in next year:</b>		
-contracts expiring within one year	2,970	105
-contracts expiring within two to five years	33,245	2,880
	<hr/>	<hr/>
	36,215	2,985
	<hr/> <hr/>	<hr/> <hr/>

#### 14. Related party transactions

The trustees of the company are associated with their employing organisations. By definition, these companies are all members of ARC.

These companies are invoiced for any training courses and other services as appropriate by ARC. All these transactions are on normal commercial terms and at arm's length and all members (whether Trustees or not) are treated in the same way.

There are no other transactions with any related parties.