

**Trustees' Annual Report for the period**

Period start date				Period end date			
Day	Month	Year		Day	Month	Year	
From	1 st	April	2018	To	31 st	March	2019

Office of the Scottish Charity Regulator

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Advocacy Shetland SCIO
SC048201
Market House
14 Market Street
Lerwick
Shetland
Postcode ZE1 0JP

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	██████████	Chairperson		
2	██████			
3	██████████			
4	██████████		Appointed October 2018	
5	██████████	Treasurer	Appointed 11 th December 2018	
6	██████████			
7	██████████		Appointed March 2018	
8	██████████	Secretary	Appointed 11 th December 2018	
9				
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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
██████████	Resigned 2 nd September 2018
██████████	Resigned 2 nd September 2018

Structure, governance and management

Type of governing document

Advocacy Shetland is governed by a Constitution adopted on 6th March 2000, which was amended and ratified in August 2009, and again in August 2011 to further clarify the same objectives and policies. Constitution was again amended on 18th March 2018 to reflect the changes to becoming a SCIO.

Trustee recruitment and appointment

Trustees are recruited at the Annual General Meeting, and shall consist of no more than nine members and shall meet no fewer than six times a year. Trustees may serve no longer than three years with one third of Trustees retiring in rotation each year. Trustees are eligible immediately for re-election.

Should Trustee membership fall below nine, then any person can be co-opted onto the committee.

Objectives and activities

Charitable purposes

The main objects of Advocacy Shetland are to:

- Provide independent advocacy for all who may require the service with an emphasis on provision for those who may be exposed to a greater likelihood of disadvantage through a lesser ability to represent themselves;
- Promote the work of the organisation; and in so doing to Act in accordance with the Charities and Trustee Investment (Scotland) Act, 2005

Summary of the main activities in relation to these objects

- Independent Professional Advocacy service(s) for users of services provided by Shetland Islands Council and/or NHS Shetland including health and community care services; housing services.
- Support for Collective Advocacy schemes
- Support for Citizen Advocacy
- Supervision and training of volunteer and paid advocates
- Promotion of Independent Advocacy – raising awareness among individuals most at risk of exclusion and least able to represent their own interests.
- Information for the general public – raising public awareness of advocacy issues across Shetland.

Achievements and performance

Summary of the main achievements of the charity during the financial period

For the fourth year in a row Advocacy Shetland has continued to reach its target of roughly 100 clients set by the Commissioners. We have also been able to maintain a good level of case closures, with similar numbers to the previous years. A major factor in the maintenance of case closure rates has been the recruitment of new staff. This shows that cases are moving to an effective conclusion quicker, although some more complex cases will of course take longer to end.

Advocacy Shetland had its contract continued for 2018/19 by the Commissioners, maintaining the same level of funding as last year. It should be noted that other third sector services were not so fortunate, having cuts or having their contracts terminated.

The learning disability advocate in is the 2nd year of 3 year funding from the Robertson Trust. A major project for the year was promoting and raising awareness of the service. This move has undoubtedly led to our increased local profile and raised customer numbers.

Many more referrals are now coming in from other services and our workload is increasingly varied with the issues being presented. To maintain such a good level of service delivery we need to sustain this staffing level, but this comes with the challenge of securing additional funding. Extra staff hours have also freed up the managers time to develop the service more, and most importantly to seek external funding. Advocacy Shetland were successful in securing £4000 from the Corra Foundation and £5000 from the Shetland Community Justice Partnership.

Income was £67,756.53 for the period which is up on the previous year due to the extra £9,000 from The Robertson Trust, the £4000 from Cora and the £5000 from the Shetland Community Justice Partnership. Expenditure was £74,127.57 for the period. This increase is mainly due to staff costs.

At the end of the financial year, standing balance is £19,791.57 to carry forward to 2018/19.

This is a healthy balance, consisting of funds already committed to

- (a) reserves, to incorporate wind-up costs for the organisation, should it have to close;
- (b) Staff training;
- (c) ICT
- (d) additional costs to cover Pension auto-enrolment scheme.

Financial review

Brief statement of the charity's policy on reserves

The Service Level Agreement with Shetland Islands Council allows Advocacy Shetland to retain a general reserve of up to £5,013 annually. This year there has been no underspend to retain.

Details of any deficit

Deficit of £6,371.04 Funding income has fallen, so reserves used to meet shortfall. However, current expenditure levels are not sustainable, and therefore alternative funding streams are being investigated to ensure sustainability going forward.

Donated facilities and services (if any)

Other optional information

Advocacy Shetland has applied to become a SCIO. This was approved by OSCR on the 13th March 2018. The transfer of assets to Advocacy Shetland SCIO and wind up of Advocacy Shetland took place at the start of the 2019/20 financial year.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)		
Date		