

SCOTTISH WIDER ACCESS PROGRAMME (WEST) SCIO
SCOTTISH CHARITY NO - SC048288

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD 11TH APRIL 2018 TO 30TH APRIL 2019

SCOTTISH WIDER ACCESS PROGRAMME

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Scottish Wider Access Programme (West) SCIO
Report of the trustees for the period 11th April 2018 to 30th April 2019

The trustees present their report with the financial statements of the charity for the period 11th April 2018 to 30th April 2019. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issues in March 2005.

The Charity is a Scottish Charitable incorporated Organisation (a SCIO). It was registered in its current legal form on 11th April 2018. The charity was previously an unincorporated association but changed its legal form to a SCIO. The assets of the unincorporated association was transferred to the SCIO on the 29th June 2018.

Reference and Administrative Details

Registered Charity number SC048288

Principal address

123 Flemington Street, Glasgow G21 4TD

Trustees

Office Bearers

Neil Croll (acting chair*)

Julie Maxwell (secretary)

*(Carlyn McNab (chair) – Carlyn was appointed chair at AGM on 15th February. However due to a period of illness, Neil Croll was appointed as acting chair from 1st March 2019)

The following were elected trustees at the first AGM of the SCIO on the 15th February 2019 as representatives of the Members

Eleanor Wilson – Glasgow Caledonian University

Neil Croll – University of Glasgow

Fiona Andrews – The University of the west of Scotland

Shona Barrie – University of Stirling

Stephanie McKendry – University of Strathclyde

Julie Maxwell – Ayrshire College

Laura Webster – Dumfries & Galloway College

John Rafferty – Glasgow Clyde College

Carlyn McNab – Glasgow Kelvin College

Carolyn Laird – New College Lanarkshire

Myra Sisi – South Lanarkshire College

Cathy MacNab – West College Scotland

Accountant

Kristina Bowie

Chartered Certified Accountant

18 Ledi Road Glasgow G43 2AJ

Bankers
Clydesdale Bank plc
Ingram Street Glasgow

Members:	Glasgow Caledonian University	Scottish Rural University College
	University of Glasgow	Glasgow Clyde College
	The University of West of Scotland	Glasgow Kelvin College
	University of Stirling	New College Lanarkshire
	University of Strathclyde	South Lanarkshire College
	Ayrshire College	West College Scotland
	City of Glasgow College	
	Dumfries and Galloway College	

Structure, Governance and Management

The charity operates under the name Scottish Wider Access Programme (West) SCIO. The charity is a Scottish Charitable Incorporated Organisation. The Charity is governed by its Constitution, which was formally adopted at the first partnership meeting, on 7th December 2018.

The charity continues the work of Scottish Wider Access Programme (West and Central Scotland Consortium) which agreed at Annual General Meeting on 2nd February 2018 to apply to OSCR to set up a Scottish Charitable Incorporated Organisation. OSCR approved the setting up of a SCIO, called Scottish Wider Access Programme (West) SCIO, charity registered number SC048288 on the 4th April 2018. As part of the conditions of the SCIO it was agreed that the consortium would be wound up. The assets and liabilities have been transferred to Scottish Wider Access Programme (West) SCIO.

At a special general meeting of Scottish Wider Access Programme (West and Central Scotland Consortium) on the 29th June 2018, the members agreed to wind up the charity. The assets and liabilities were transferred to the charity on that date. This is the first trustees report of Scottish Wider Access Programme (West) SCIO. However it is important to note that the work continues under the legacy of the former charity and of the good work of our partners. We thank our former chair Ruth Whittaker, Julie Maxwell and Carlyn McNab, who acted as initial trustees to set up the SCIO. The SCIO specifically notes the work of Ruth Whittaker and her long association with the work of SWAP. Ruth has now moved to Bath University and the partnership wishes her well.

Assets and liabilities

As at 29th June 2018 the bank account with Clydesdale Bank has been transferred to Scottish Wider Access Programme (West) SCIO. Contracts of employment were transferred to the

SCIO on that date. The remaining period of the SFC project work to 31st July 2018 was transferred. The computer equipment has been transferred. The printer contract was been transferred to Scottish Wider Access Programme (West) SCIO.

Organisational Structure

All major operating decisions are decided by the trustees and day to day management has been delegated to the Director. All members are represented in executive, curriculum and coordinator groups to guide and inform the decisions made by Trustees. One initial partnership meeting to agree the constitution and an annual general meeting has taken place. Curriculum meetings in nursing, primary education and science have taken place during the reporting period.

Risk Management

The trustees examined the major strategic business and operational risks which the charity faces and confirms that systems in place enable regular reports to be provided so that necessary steps can be taken to minimise any potential risks. The move to a SCIO was a decision based to ensure the work of the partnership can be delivered in a more effective manner.

Objectives and Activities

The charitable objectives as stated in the charitable constitution of The Scottish Wider Access Programme (West) SCIO (hereinafter referred to as SWAPWest) are to promote the advancement of adults into education, with a focus on adults from widening access backgrounds, by means of access programmes specifically tailored to enable them to progress onto higher education. In furtherance of this purpose we may/shall:

Work with colleges and universities to promote the education of adults and to work with and alongside other organisations committed to adult education.

Provide accessibility of educational opportunities for adults to move in to higher education by means of coherent, effective pathways and quality programmes.

Promote the success of SWAP students and develop their talents to help SWAP's work in widening access to education.

Highlight social justice and work with wider initiatives to promote equality and diversity within further and higher education.

Achievement and Performance

In the academic year **2017 – 2018**, there were 44 programmes in Access to Humanities, Science & Technology, Nursing, Health Studies Childhood Practice and Medical Studies offered by College partners this year. 1061 students provided SWAPWest with registration data. Numbers remained stable in curriculum areas. With equal growth across curriculum areas and geographically.

SWAPWest monitors success using a wide range of widening participation indicators. For students enrolling on the programme:

1. Scottish Index of Multiple Deprivation - 272 (38%) students came from the 20% most deprived communities of Scotland.
2. First in family to enter Higher Education - 596 (83%) students.
3. No qualifications at SCQF level 6 - 530 (74%) of students.

747 (70%) students completed their programmes. From that 604 students progressed to a university degree, 139 to an HNC at college and a further 32 students to another college course.

While the % of students from SIMD20 completing their studies remained consistent at 40%, there was a gap between enrolment and completion in our other widening participation basket of measures. We saw this in particular focus with our work with Glasgow Kelvin College. Students with a wide range of education disadvantage across multiple factors having particular difficulties progressing. SWAPWest have been working on strategies to reduce the “gap” across all programmes. We also began working on project work with our university partners to develop retention strategies for them with adult returner students (STAY project). The work is ongoing and will be monitored by SWAPWest.

In the academic year **2018 – 2019**, there were 58 programmes in Access to Humanities, Science & Technology, Nursing, Health Studies, Childhood Practice and Medical Studies offered by College partners. 1155 students provided SWAPWest with registration data. Numbers increased from the previous year due to planned developments across childhood practice, science and nursing. Increase was in Lanarkshire and Ayrshire, representing areas where adult students have fewer opportunities.

SWAPWest monitors success using a wide range of widening participation indicators. For students enrolling on the programme:

1. Scottish Index of Multiple Deprivation – 45% students came from the 20% most deprived communities of Scotland.
2. First in family to enter Higher Education – 82% students. Consistent with last year’s enrolment.
3. No qualifications at SCQF level 6 – 82% of students. An increase from previous year
4. 11% of our students are from a BME background
5. 17% have a disclosed disability, mainly dyslexia and mental health issues.

While out-with the formal reporting period, 915 students completed the programme in summer of 2019. This was 79%, a significant improvement on the completion rate of the previous academic year and down to the hard work of our college partners in promoting completion strategies.

Promote the success of SWAP students

A number of SWAPWest students were awarded national prizes throughout the year. Stuart Patterson from Glasgow Kelvin College, now studying at Strathclyde University won the SQA Star award for Scottish College student of the year. Andrew Gray now at Glasgow Caledonian University won the Scottish degree student of the year at the British education

awards. Finally, Mark Preiss won the Donald Christie prize at Strathclyde University for outstanding education first year placement. This was for his work with Barnardo's and Syrian refugees.

In addition, SWAPWest continues to work with a student network of former SWAPWest students who provide support and guidance online to students.

Our work on a national basis has also sought to raise the profile of adults returning to education. SWAPWest has been participating in the work of the Framework for Fair Access, led by the Commissioner for Fair Access and the Scottish Government. SWAPWest contributes to a number of Scottish Funding Council groups looking at gender, veterans and the national provision of widening access provision.

In addition, we have been working with Focus West, a Schools for Higher Education Project to consider effective ways to engage with parents. Our partnerships for education project will look at how relationships can be strengthened between widening access projects, schools, colleges and universities.

Financial Review

Reserves policy

The charity's policy on reserves is to hold sufficient funds in reserve to ensure the charity's ability to fulfil its charitable objectives

Principal funding sources

Principal funding during the year came from member subscriptions - £27,105 and the Scottish Funding Council (SFC) - £80,000. The highest expense during the year was SWAPWest staff whose continued support and effort allowed the charity to pursue activities to further objectives. The cost amounted to 94% of the overall costs incurred.



Neil Croll (Chair)



Julie Maxwell

Trustees

Date: 21st January 2020

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Independent examiner's report

I report on the accounts of the charity for the period 11th April 2018 to 30th April 2019 which are set out on pages 7 to 9

Respective responsibilities of trustees and examiner

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

Basis of independent examiner's statement

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

Independent examiner's statement

In the course of my examination , no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements :
to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met or to which , in my opinion , attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Kristina Bowie FCCA

18 Ledi Road Glasgow, G43 2AJ
21/01/2020

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Receipts and Payments Account for the Period 11th April 2018 to 30th April 2019

	Notes	Unrestricted Funds £	Restricted Funds £	30.4.19 Total funds £
Receipts				
Donations (opening bank balance - transfer from unincorporated entity)	4	95,188	13,497	108,685
Members' Contributions	2	27,105	-	27,105
Grants (Scottish Funding Council)	3		80,000	80,000
Total receipts		122,293	93,497	215,790
Payments				
Cost of charitable activities	5	16,007	101,960	117,966
Governance costs	6	2,000	-	2,000
Total Payments		18,007	101,960	119,966
Excess of Receipts over Payments		104,286	(8,463)	95,824
Transfer between funds		-	-	0
Excess of Receipts over Payments		104,286	(8,463)	95,824

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Statement of Balances - as at 30 April 2019

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
	£	£	£	£
Opening cash at bank	0	0	0	0
Movement in period: Excess of Receipts over Payments	104286	-8463	95,824	0
Closing cash at bank	104286	-8463	95,824	0
Assets				
Grant Receivable (Restricted Funds)		40,000	40,000	-
Liabilities				
Independent Examiner	1,200		1,200	-

The accounts were approved by the Trustees on 21 January 2020 and signed on their behalf by:


 _____ Chair


 _____ Director

SCOTTISH WIDER ACCESS PROGRAMME

NOTES TO THE ACCOUNTS

FOR PERIOD 11TH APRIL 2018 TO 30TH APRIL 2019

1 Basis of accounting

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

2 Nature and purpose of funds

Unrestricted funds are those that may 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.

Income from grants awarded on an individual project is used exclusively for the project intended.

Expenditure is accounted for and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Restricted Funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Receipts 30.4.19
£

Members contributions 27,105

3 Grants £
80,000

Scottish Funding Council

During the period 1st August 2018 to 31st July 2019, Project will receive 3 fund payments of £40,000 from Scottish Funding Council. The third fund payment is scheduled for May 2019 for the 4 month period 1st April to 31st July. The payment is received in arrears which has led to a shortfall on Restricted Fund which will reverse on receipt of third instalment.

4 Donations

	Unrestricted Funds	Restricted Funds	Total 2019
Transfer from	£	£	£
Unincorporated assoc	95,188	13,497	108,685
	<u>95,188</u>	<u>13,497</u>	<u>108,685</u>
Unspent Grants		6,295	
transferred over from		<u>7,202</u>	
Unincorporated association		<u>13,497</u>	

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NOTES TO THE ACCOUNTS

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5 Cost of Charitable activities

	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£
Development Officer	1,230	45,618	46,848
Director's Remuneration	12,767	40,461	53,228
Administrative Salaries	-	11,423	11,423
Postage, Printing and Stationery	850	984	1,834
Web Development	-	675	675
Insurance	-	545	545
Advertising and Marketing	240	450	690
Subscriptions and Membership Fees	60	-	60
Travel expenses	436	439	875
Sundry expenses	424	154	578
Conference and Meeting expenses	-	1,211	1,211
	<u>16,007</u>	<u>101,960</u>	<u>117,966</u>

6 GOVERNANCE COSTS

Strategic Management	1,000
Independent examiner's fees	1,000
	<u>2,000</u>

7 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' expenses or other benefits for the period 11th April 2018 to 30th April 2019.

8 Staff Costs

During 2018/19 the staff of SWAPWEST, included a full-time Director, four part-time development officers and two part-time administrators.