

**Social
Care Institute
for
Excellence**

**Annual Report and Financial
Statements**

31 March 2009

Company Limited by Guarantee
Registration Number
4289790 (England and Wales)

Charity Registration Number
1092778

BUZZACOTT

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Reference and administrative information

Status	<p>SCIE is a charitable company limited by guarantee, incorporated on 19 September 2001 and registered as a charity on 3 July 2002.</p> <p>In the event of the charity being wound up, members are required to contribute an amount not exceeding £1.</p>
Governing document	<p>The organisation was established under a Memorandum of Association, which established the objects and powers of the organisation, and is governed under its Articles of Association.</p>
Trustees	<p>Allan Bowman (Chair) Nadra Ahmed Ziggi Alexander Shokat Babul Peter Beresford Professor Jon Glasby Edwina Grant Brenden Keane Mike Lauerman Ann Macfarlane Joanne Munyard Andy Nash Jenny Owen Terry Philpot Ian Sutherland</p>
Company secretary	<p>Stephen Goulder</p>
Chief executive	<p>Julie Jones</p>
Senior executives	<p>Amanda Edwards (Deputy Chief Executive) Stephen Goulder (Director of Corporate Services and Workforce Development)</p>
Registered and principal office	<p>1st Floor Goldings House 2 Hay's Lane London SE1 2HB T: +44 (0)20 7089 6840 F: +44 (0)20 7089 6841 E: info@scie.org.uk W: www.scie.org.uk</p>
Company registration number	<p>4289790 (England and Wales)</p>

Reference and administrative information

Charity registration number	1092778
Auditors	Buzzacott LLP 12 New Fetter Lane London EC4A 1AG
Solicitors	Anthony Collins Solicitors LLP St Philip's Gate 5 Waterloo Street Birmingham B2 5PG
Bankers	Barclays Bank plc London Business Banking United Kingdom House 7 th Floor 180 Oxford Street London W1D 1EA

Trustees' report Year to 31 March 2009

The trustees of the Social Care Institute for Excellence (SCIE) present their statutory report together with SCIE's financial statements for the year ended 31 March 2009.

The report has been prepared in accordance with Part VI of the Charities Act 1993 and equates to a directors' report for the purpose of company legislation.

The financial statements have been prepared in accordance with the accounting policies set out on pages 27 to 29 of the attached financial statements and comply with the charity's Memorandum and Articles of Association, applicable laws and the requirements of the Statement of Recommended Practice on "Accounting and Reporting by Charities" issued in March 2005.

How SCIE works

SCIE's charitable object

As set out in the Memorandum and Articles of Association, SCIE's object is the 'relief of need arising from youth, illness, disability, old age or poverty, by the review, provision and dissemination of knowledge of, and guidelines for, good practice, and other information, to persons who use, work in or are otherwise involved in social care'.

To fulfil its charitable object SCIE conducts its work under three core functions:

- creating a knowledge base about what works in social care;
- translating the findings into good practice guidance to improve practice and service delivery; and
- disseminating this guidance across the social care sector.

These activities are reflected in our achievements, developments and future plans, which are organised by strategic priorities in the following pages.

Statement of trustees' responsibilities

Company law requires SCIE's trustees to prepare financial statements which give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In preparing financial statements that give a true and fair view, 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going-concern basis unless it is inappropriate to presume that the charity will continue in operation.

Trustees' report Year to 31 March 2009

How SCIE works (continued)

Statement of trustees' responsibilities (continued)

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Each of the trustees confirms that:

- so far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware; and
- the trustee has taken all steps that he/she ought to have taken as a trustee in order to make himself/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s234ZA.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and aims and in planning future activities.

SCIE's board of trustees

Up to 15 people are able to sit on SCIE's board of trustees. At the time of this report, the board had 15 members, including its chair. SCIE's trustees are also directors of SCIE, for the purposes of company legislation.

New trustees are elected by existing trustees (the Secretary of State for Health being entitled to nominate three trustees, the Welsh Assembly Government one trustee and the Department of Health, Social Services and Public Safety in Northern Ireland one trustee) and serve for a term of three years before retiring from office. Retiring trustees can be nominated to serve a second consecutive term provided that no trustee serves more than two consecutive terms of office, except with the unanimous support of all the other trustees. Constant regard is paid to the skills mix of the trustees to ensure that they have all the necessary skills required to contribute fully to the charity's development.

On agreeing to become a trustee of the charity, the trustees are thoroughly briefed by their co-trustees on the history of the charity, the day-to-day management, the responsibilities of the trustees, the current objectives and future plans. The trustees are also encouraged to attend any courses which they feel are relevant to the development of their role, and to keep up-to-date on any changes in legislation.

An audit committee and a remuneration committee meet throughout the year.

Trustees' report Year to 31 March 2009

How SCIE works (continued)

SCIE's board of trustees (continued)

The following trustees were in office at 31 March 2009 and at the time this report was approved and served throughout the year, except where shown:

Trustee	Appointed/ resigned	Audit Committee	Remuneration Committee
Allan Bowman (Chair from 1 April 2006)	Appointed 1 April 2006		
Nadra Ahmed	Appointed 5 July 2007		
Ziggi Alexander	Appointed 8 April 2005	Member	Chair
Shokat Babul	Appointed 28 May 2002	Chair	
Peter Beresford	Appointed 1 October 2003		
Professor Jon Glasby	Appointed 1 October 2003	Member	
Edwina Grant	Appointed 27 March 2008		
Brenden Keane	Appointed 11 September 2008		
Mike Lauerman	Appointed 27 March 2008		
Ann Macfarlane	Appointed 1 January 2007		
Joanne Munyard	Appointed 5 July 2007	Member	
Andy Nash	Appointed 5 July 2007		Member
Jenny Owen	Appointed 1 January 2007		
Terry Philpot	Appointed 20 March 2002		Member
Ian Sutherland	Appointed 27 March 2008		

During the year, with the express permission of the Charity Commission and in accordance with provisions set out in the charity's Memorandum of Association, the Chair of the board of trustees was paid £33,584 (2008 – £32,685) for services undertaken in the administration of SCIE.

Trustees' report Year to 31 March 2009

How SCIE works (continued)

SCIE's board of trustees (continued)

Out of pocket travelling and subsistence expenses totalling £11,558 (2008 – £16,785) were reimbursed to 10 (2008 – 13) trustees during the year.

The charity made payments of £24,174 to Shaping our Lives, £157,775 to the University of Birmingham and £8,023 to the Association of Directors of Adult Social Services (ADASS) in the year. These payments related to provision of services at arm's length from which no trustee benefited. To ensure full transparency, it is confirmed that Peter Beresford and Anne Macfarlane are directors of Shaping Our Lives, Professor Jon Glasby is the Director of the Health Services Management Centre at the University of Birmingham and Jenny Owen was the vice president of ADASS during 2008-09

Structure

The chief executive and senior staff attend, and provide reports to, regular meetings of the board of trustees. This enables the business of the board, including strategy development and governance, to be undertaken collaboratively and in accordance with good practice. The chief executive manages the day to day business through the Executive Management Group. There are also regular meetings of the Knowledge Management and Corporate Services Management Teams which enable a wide range of staff to participate in policy development.

Through involvement of staff representatives, circulation of papers, and via the SCIE intranet, there is wide communication of board discussions and decisions to staff members.

Employees

SCIE is an equal opportunities employer and applies objective criteria to assess merit. It aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, race, colour, nationality, religion, ethnic or national origin, gender, marital status, sexual orientation or disability.

Selection criteria and procedures are reviewed regularly to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees are given equal opportunities and, where appropriate and possible, special training to enable them to progress both within and outside the organisation.

Risks and opportunities

The trustees have assessed the major risks to which SCIE is exposed, in particular those relating to the specific operational areas of the charity and its finances. The trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by SCIE, they have established effective systems to mitigate these risks.

Trustees' report Year to 31 March 2009

How SCIE works (continued)

Risks and opportunities (continued)

One of the key risks SCIE faces is its dependency on the Department of Health for the majority of its funding. To mitigate this risk the trustees are developing plans for SCIE to diversify its funding base.

Trustees have also taken care to minimise risk in the production of SCIE's good practice guidance by ensuring that our products are tested, reviewed and quality assured.

Partners' Council

The Partners' Council supports and challenges SCIE's role in shaping and influencing social care in the UK. The Council advises SCIE on its work programme, priorities and performance and disseminates information about SCIE and the work of member organisations.

Building on SCIE's strong reputation for working with service users and carers, the Partners' Council met regularly during the year to influence emerging government policy issues. High profile external speakers contributed to robust, focussed events where users' and carers' voices engaged with a wide range of partner organisations.

During 2008-09, the improved project management of SCIE's work programme offered the opportunity to ensure the voices of service users and their carers influenced SCIE's products and events at all stages.

SCIE trustees, who are also users of services, hold the organisation to account for ensuring this core value of the organisation continues to underpin its overall business plan.

Performance report: 2008–09 Work Programme

SCIE's strategy for 2008-11 provided a new direction with clear objectives for the charity's work in England, Wales and Northern Ireland during 2008-09. Those objectives were to:

- Support the transformation of adult social care services;
- Support the delivery of services to transform the lives of families and their children; and
- Build a high status social care workforce that learns and innovates.

SCIE'S annual report presents its key achievements in each of the three strategic priorities.

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

SCIE's reputation and impact (continued)

The review of national social care bodies undertaken during 2008-09 required SCIE to demonstrate its relevance and impact on the adult social care sector as one of the key workforce delivery vehicles for the Department of Health (DH). The draft report on the review suggests SCIE has established a strong reputation, is clear about its remit, focus and contribution to transforming adult social care.

The National Clinical Assessment Service (NCAS) conference in October 2008 afforded SCIE the opportunity for three workshops/policy sessions – a record for the charity. The chief executive also spoke at the Association of Directors of Social Services (ADASS) Executive dinner and the VIP dinner during the year ensuring a high profile for the charity.

The political party conferences were an opportunity to showcase SCIE's work on personalisation and older people, collaborating with Age Concern and the General Social Care Council (GSCC). The fringe events were very well attended and generated a stimulating and useful debate.

The pre-consultation phase of the planned DH Green Paper (including Paying for Care in Wales) continues to raise awareness of the complexity of the challenge in relation to future funding for long term care. SCIE also chaired an ADASS seminar in early October 2008 in preparation for the formal consultation.

As a consequence of the charity's targeted efforts to do more to influence practice in the independent sector, the independent sector umbrella organisations are now frequently inviting SCIE to use their events and networks to develop the sector's capacity to learn from good practice. A very well attended independent sector conference in July 2008 focussed on personalisation and this was followed by a cross-government expert seminar on the emerging evidence base for prevention - all hosted by SCIE. Discussions with Care Forum, Wales were also equally productive.

SCIE signed a contract with the DH and Community Care for a series of events and publications to support Putting People First (PPF), all of which attracted high levels of interest.

SCIE contributed to the reviews undertaken by Lord Laming and, more recently, Moira Gibb, and has been invited to join the Social Work Taskforce Key Partners' Group.

The charity worked in partnership with the Cabinet Office and Department of Work and Pensions (DWP) to develop policy on co-production to ease regulations around payment of service users receiving benefits. This will improve the opportunities for service users and actively participate and influence social care policy and practice.

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

SCIE's reputation and impact (continued)

SCIE staff have travelled widely both within the UK and into Europe and Canada to discuss its methodologies and develop international partnerships which establish the charity as a leading social care knowledge transfer organisation.

Funding from the DH to support the development of Social Care TV provides an excellent opportunity to increase SCIE's impact through the use of new media. The charity commissioned Education Digital (who produce Teachers TV) to develop up to 60 short video films on 15 topics in time for launch at the NCAS conference in October 2009. This work is going well, and to schedule. A demonstration site is now ready and the early films are of good quality, with considerable impact.

Knowledge management and research governance

SCIE established a new Research Register during 2008-09 to record social care research that has been subject to independent ethical and scientific review and to record social care research that has been subject to ethical review to include material from the National Federation of Educational Research (NFER) CERUK database. The charity also launched further developments to Social Care Online (SCO) to enhance user generated content sharing and collection and to allow further personal customisation e.g. comments facility and events list. Working with colleagues in Scotland, SCIE enabled SCO to become a key content source on both NHS Evidence and the Social Services Knowledge Scotland (SSKS) portal. 420 social workers have so far registered for Athens passwords since the pilot was launched in five regions last November (accessing the NHS e-resources via SCO). The charity also negotiated and procured additional content in the shape of several key social care journals. For the first time social care workers have equal access to resources as their health care colleagues

SCIE agreed to become the appointing authority for the National Social Care Research Ethics Committee within the national research and ethics framework. An advisory group involving the Social Care Research Community, ADASS, the Social Services Research Group, the Nuffield Foundation, and service users and carers supported the establishment of the National Social Care Research Ethics Committee.

SCIE also contributed to discussions convened by the DH and led by Professor Ian Diamond, chief executive of the Economic and Social Research Council, to establish an integrated research ethics review process for social care research entitled "Securing Ethics Approval: A route map for Social Care Researchers" .

The recently announced establishment of the School for Social Care Research as part of the National Institute for Health Research (NIHR) has now held its first board meeting. SCIE's chief executive is a member of this board.

Planning for a SCIE led international seminar, held in April 2009, on developing a framework for identifying good practice also generated significant interest.

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

SCIE organisational issues

SCIE's internal reorganisation was implemented on 15 September 2008, creating Adults services and regions, Families, and Workforce development programme board arrangements. Staff were relocated within Goldings House to reflect the new structure and create more flexible working arrangements. Preparations have also begun to seek re-accreditation of Investors in People.

Transforming Adult Social Care

Publishing the 'Personalisation: A Rough Guide' has been a highlight of the 2008-09 period and a demonstration of SCIE's ability to respond swiftly and flexibly to a declared sector need. The guide is proving to be very popular right across the sector and beyond and over 30,000 copies have been disseminated free of charge.

The next stage, personalisation professional briefings, are currently being negotiated with sector leaders. All potential partner stakeholder organisations have been invited to work with SCIE to produce a briefing aimed at their specific constituents. SCIE supported the Putting People First (PPF)/Local Government Association (LGA)/Improvement and Development Agency (IDA) briefing for elected members which is now available. Social Care TV programmes on personalisation are currently being produced and will be ready for online launch in the early Summer. A SCIE personalisation e-learning resource is being developed with Manchester Metropolitan University, which is the PPF team-lead for social work education.

The SCIE offer to the Regional Joint Improvement Partnerships (JIPs) has been agreed with North West, Eastern, West Midlands, and London. Other regions are showing interest and active discussions with them are underway. Each region has its own priorities and the charity will be flexible in its approach as it builds confidence and establishes more robust systems for dissemination of knowledge about good practice. London work was focussed on the challenges of developing regional guidelines on safeguarding, and the work was the subject of a workshop at the ADASS Spring seminar. It has national potential.

Nutrition and hydration guidelines specifically for the social care sector have been welcomed in the year as SCIE's contribution to the delivery of the government's Nutrition Action Plan.

Support for the Mental Capacity Act (MCA) project is progressing well and the first and second stages of the SCIE/MCA website are ready to go live. The 39 individual projects commissioned by SCIE are included on the website. Specifically:

- Research governance guidelines for work that includes people who lack capacity;
- The IMCA development worker; and

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

Transforming Adult Social Care (continued)

- An audit tool for Local Authority Social Services Departments (LASSDs) to use to assess their MCA readiness and service quality is currently being put out to tender.

The Protection of Vulnerable Adults guide (transitional) was updated and placed on the SCIE website. A new guide based on the new vetting and barring procedures is currently being commissioned and will be on the SCIE website when the new system goes live.

The Ethical code in the use of Assistive Technology project is well underway with the first stage (Social Care) completed. The second stage (Health Care) is currently under negotiation with the Project Steering group and the DH.

The development and evaluation of the Dementia Website prototype was completed in the year and it was showcased at the NCAS, UK Dementia and National Care Forum conferences where it was well received.

The work programme also delivered:

- **SCIE Research briefings**

Assistive technology and older people

Experiences of children and young people caring for a parent with a mental health problem

The relationship between dual diagnoses: substance misuse and dealing with mental health issues

- **SCIE Knowledge reviews**

Supporting people in accessing meaningful work: recovery approaches in community based adult mental health services

Teaching and learning human growth and development in social work education: older people

Commissioning person-centred, cost-effective, local support for people with learning disabilities

- **SCIE Practice Guide**

Dignity in care: Nutritional care and hydration update

- **E-learning**

16 new learning objects were released on SCIE's website and in national repositories to support teaching and learning

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

Families

The Centre for Excellence and Outcomes for Children and Young People (C4EO), of which SCIE is a consortium member, was launched at the Association of Directors of Children's Services Ltd (ADCS) conference in July 2008. SCIE leads the Centre's work on vulnerable children and safeguarding – two topics of significance for the social care workforce. SCIE's chief executive sits on the Centre for Excellence board, as well as the 'Narrowing the Gap' board.

Good work continues on the parental mental health and child welfare project which presents a family-based model for addressing this critical area of cross-boundary work. SCIE was consulted on the draft guidelines (prior to publication in July 2009). The presentation at the ADASS Spring seminar was very well received. Northern Ireland also joined the five DH funded England pilot sites during the year.

SCIE's 'Learning together to safeguard children' work continues to attract considerable interest from LA Safeguarding Boards and from ADCS and Ofsted as well as internationally. Briefing visits are taking place involving discussion about the need for extending the pilot work on this new approach, pending decisions about funding.

The NICE/SCIE guidance on health of looked after children remained on target and attracted a very good stakeholder response to be involved in the development of this important initiative.

The charity launched its 'Children of Prisoners' resource guide at a Barnardo's conference which has now been linked to ongoing work with the Social Exclusion Taskforce's 'Think Families' initiative. It has attracted good coverage, particularly from teachers accessing SCIE's website.

The work programme also delivered:

- **SCIE Research Briefings**

Factors that assist early identification of children in need in integrated or inter-agency settings

Black and minority ethnic parents with mental health problems and their children

Children and young people's experiences of domestic violence involving adults in a parenting role

- **SCIE Knowledge Review**

Working with challenging and disruptive situations in residential child care: sharing effective practice

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

Families (continued)

- **SCIE Practice Guides**

Having a break: good practice in short breaks for families with children who have complex health needs and disabilities

Children of prisoners - maintaining family ties

- **E-learning**

Suites of learning content on 'Children of prisoners' and 'Residential Childcare'

Workforce Development

SCIE hosted the steering group for the National Skills Academy (NSA) and its successful bid for national academy status which was made public on 7 October 2008. SCIE has worked with the newly appointed Director, the Learning Skills Council and the Department of Health to develop the NSA business plan and align with other bodies, particularly Skills for Care. Interim accommodation for the Academy is in Goldings House in space formerly used by the General Social Care Council (GSCC).

The Department of Health commissioned SCIE to work with Skills for Care and GSCC to develop a Newly-Qualified Social Worker (NQSW) scheme for social work in adult services. SCIE prepared a set of outcome statements for social workers with adults, their families, carers and communities. The statements seek to capture the core elements of social work practice in adults' services, so as to enable a NQSW to demonstrate after an initial year in employment that they are a competent social worker. SCIE is currently consulting with social workers in their first year of practice after qualifying, social work degree students, practice teachers and supervisors of social workers.

The DH has established an allocation within its capital budget for building the ICT capacity of the sector and clear policy goals for how capital grants should be allocated. SCIE submitted a proposal together with the NSA for Social Care to support the distribution of this funding. The proposal was successful and £10m was allocated to SCIE during the year. SCIE and the NSA expect that the initial identification of good practice and process for allocation could be agreed by September 2009 and resources allocated from November 2009 onwards.

The new directors programme for ADASS provided by SCIE took place in February and March 2009. The third year and final year of the Social Care Leaders Development Programme is now underway with 20 participants from across the sector. The programme is due for completion in July 2009. SCIE also supported the development of the Core Cities Leadership and Development Programme during 2008/09.

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

Workforce Development (continued)

The work programme also delivered:

- **Knowledge review**

Teaching and learning human growth and development in social work education: older people

- **Practice guides**

Leading practice - a development programme for first-line managers

The learning, teaching and assessment of partnership work in social work education

- **E-learning**

Care Skills Base

Ten learning objects on Communication Skills for Social Workers and Carers were launched as were suites of learning content on 'Children of prisoners' and 'Residential Childcare'

The Rix Centre work on transition 'Following the Road ahead' culminated in the event held at the British Museum which was chaired by Allan Bowman

Working with Wales and Northern Ireland

SCIE was a guest speaker at the Care Council Wales conference 'Learning for the Future'. The charity presented at both the conferences in Bridgend and Llandudno. The audience for these conferences were both the social care workforce and social workers in both adult and children's services. The charity also presented at the Domiciliary Care Association Wales conference. The audience for this conference comprised managers of domiciliary care agencies in both local authorities and the independent sector.

In Wales, the deputy chief executive attended a meeting of the Social Care Research Advisory Group and continued discussions with Welsh Assembly colleagues about SCIE's contribution to the children's policy and social care improvement agendas.

The deputy chief executive also attended a meeting with key social care improvement organisations as a first stage of better aligning improvement activities. SCIE made a significant contribution to guidance on the role and accountabilities of the director of social services and the deputy chief executive is a member of the stakeholder advisory group on paying for care in Wales.

Trustees' report Year to 31 March 2009

Performance report: 2008–09 Work Programme (continued)

Working with Wales and Northern Ireland (continued)

SCIE and the Department of Health, Social Services and Public Safety Northern Ireland (DHSSPSNI) undertook a review of their Service Level Agreement (SLA) and will be agreeing a business plan for 2009-10. The DHSSPSNI funded a SCIE post in Northern Ireland that will also be recruited to in 2009-10, signalling ongoing commitment to joint work.

On 5 February 2009, the charity in partnership with Regulatory, Quality and Inspection Agency (RQIA) and Northern Ireland Social Care Council (NISCC) held an event "Nothing about us without us, strengthening user involvement in Northern Ireland" in Belfast. The event was attended by 120 people from a range of social care and health organisations.

Future plans

SCIE' seven key priorities for 2009-10 are to:

- catalyse the transformation and personalisation of Adult Services;
- Improve the experience of domiciliary and residential care for adults;
- Improve practice in safeguarding adults and children;
- Strengthen knowledge management in social care;
- Support leadership and management development in social care;
- Improve the delivery of services to children and young people; and
- Develop new approaches to social care governance that support high quality services.

To achieve impact in these priorities SCIE will need to:

- Demonstrate **leadership** of the social care sector;
- Build an increasing **media profile** in social care;
- Demonstrate **intellectual leadership** and become a valued partner in the development of national policy and professional practice;
- Measure the impact of its interventions and demonstrate **value for money**;
- Become a world class knowledge management organisation, leading the dissemination of **innovation**, and capture of the evidence-base for good practice; and
- Promote high quality service and good **social care governance**.

SCIE's work programme is organised into four themes, each consisting of projects contributing to delivery of the seven priorities.

Trustees' report Year to 31 March 2009

Future plans (continued)

Support the transformation of social care services to enable adults to lead full and independent lives

SCIE's work on adults' social care services focusses on promoting practice in partnership with people seeking support which personalises services, and enhances or maintains independence and life opportunities for adult service users. SCIE will work with the sector leadership and through established national and developing regional networks. The work programme will support commissioners, providers, people using services, families and carers.

Support the delivery of services to transform the lives of families and their children

SCIE will continue to play a full role as a key member of the consortium running the Centre for Excellence and Outcomes for Children and Young People's Services. SCIE's priorities will also reflect the Children's plan and priorities for children's social services in Wales and Northern Ireland. There will continue to be a focus on parents with additional or special needs and the whole family implications for social care support.

Innovation and Knowledge transfer

The development of a social care workforce which can innovate and share knowledge to improve their practice is a prerequisite for the transformation of social care services. So is building the capacity of commissioning and provider bodies to manage and use knowledge effectively.

Workforce development

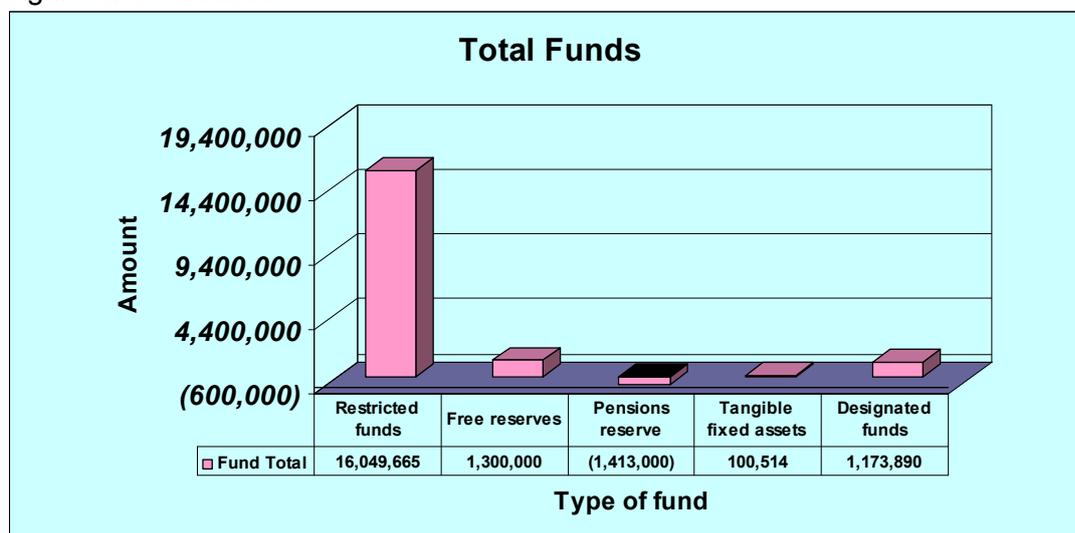
SCIE will work to support the development of the National Skills Academy for Social Care which is expected to receive 'National Academy' status in September 2009 and be formally launched in October 2009. Its accounts will formally separate from SCIE when it becomes a registered charity. SCIE will also work to support the 2009 implementation of the Adult Workforce Strategy "Working to Put People First".

Trustees' report Year to 31 March 2009

Financial review for 2008–09

The financial position at the end of the year is set out below.

Figure 1: Total funds



The balance sheet shows total funds of £17,211,069 at 31 March 2009. Of this, £16,049,665 restricted. These monies have either been restricted for use on specific projects or they comprise donations subject to donor-imposed conditions. Full details of these restricted funds can be found in note 14 to the financial statements together with an analysis of movements in the year.

A further £100,514 of the total funds is represented by tangible fixed assets and £1,173,890 has been set aside, or designated, by the trustees to fund projects that were ongoing at 31 March 2009.

The remaining general funds of SCIE are 'free reserves' and total £1,300,000 at 31 March 2009. The trustees consider that this level of free reserves is adequate but not excessive given SCIE's short life and provides a solid foundation on which to build so as to achieve the reserves policy set out below.

Trustees' report Year to 31 March 2009

Financial review for 2008–09 (continued)

The actuaries have calculated SCIE's share of the deficit on the defined benefit pension fund at 31 March 2009 to be £1,413,000. For further information, see note 18.

SCIE received its income mainly in the form of grants and spent its money on charitable activities set out in service level agreements and in restricted fund agreements.

Figure 2: Incoming resources

Where we got our money from

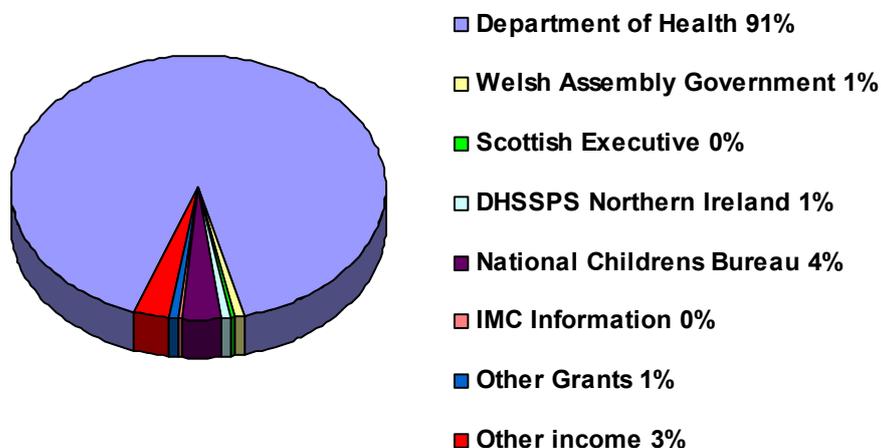
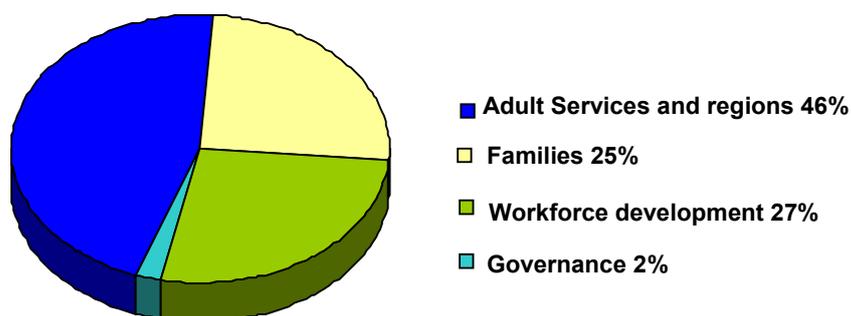


Figure 3: Resources expended

What we spent our money on



Trustees' report Year to 31 March 2009

Accounting policies

Reserves policy

SCIE carries out a diverse range of activities, some of which comprise short-term and externally-funded projects, whilst others are long-term projects requiring significant ongoing financial commitment and investment.

The trustees have examined the requirement for free reserves, that is, those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed. The trustees consider that, given the nature of SCIE's work, the level of free reserves should be approximately £1,200,000. Around half the requirement arises from staff contracts of employment and contracts for equipment, with the balance being potential future liabilities deriving from membership of the Local Government Pension Scheme.

The Department of Health provides agreed funding quarterly in advance and the trustees are satisfied that SCIE is adequately funded for routine expenditure at any one time. At their meeting in May 2002, the trustees adopted the stated reserves policy. The reserves policy was reviewed during this financial year and will be regularly reviewed.

Investment policy

SCIE does not have long-term investments. Funds that are surplus to requirements in the short term are kept on treasury deposit.

The charity's assets

Acquisitions and disposals of fixed assets during the year are recorded in the notes to the financial statements.

Approved by the trustees and signed on their behalf by:

Allan Bowman

Trustee

Approved by the trustees on: 17 September 2009

Independent auditors' report 31 March 2009

Report of the independent auditors to the members of Social Care Institute For Excellence

We have audited the financial statements on pages 23 to 44 which have been prepared under the historical cost convention and the accounting policies set out on pages 27 to 29.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As described on pages 4 and 5 and the trustees, who are also the directors of Social Care Institute for Excellence for the purposes of company law, are responsible for the preparation of the trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether, in our opinion the information given in the trustees' report is consistent with the financial statements. In addition, we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the trustees' report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

Independent auditors' report 31 March 2009

Basis of opinion (continued)

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- ◆ the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the charitable company's state of affairs as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- ◆ the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- ◆ the information in the trustees' report is consistent with the financial statements.

Buzzacott LLP
Chartered Accountants and Registered Auditors
12 New Fetter Lane
London
EC4A 1AG

29 September 2009

Statement of financial activities Year to 31 March 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Income and expenditure					
Incoming resources					
Incoming resources from generated funds					
		346,153	—	346,153	324,019
		Incoming resources from charitable activities			
	1	4,887,029	14,902,661	19,789,690	7,828,378
	2	152,157	114,626	266,783	194,643
		<u>5,385,339</u>	<u>15,017,287</u>	<u>20,402,626</u>	<u>8,347,040</u>
Total incoming resources					
Resources expended					
Charitable activities					
		. Adult services and regions			
	3	2,927,652	1,046,607	3,974,259	3,610,970
		. Families			
	3	1,434,488	761,065	2,195,553	1,682,937
		. Workforce development			
	3	746,268	1,606,099	2,352,367	2,251,167
		Governance costs			
	4	196,159	—	196,159	190,047
		<u>5,304,567</u>	<u>3,413,771</u>	<u>8,718,338</u>	<u>7,735,121</u>
		Total resources expended			
		Net incoming resources for the year before transfers			
	6	80,772	11,603,516	11,684,288	611,919
		Transfers between funds			
	14	366,649	(366,649)	—	—
Statement of total recognised gains and losses					
		Net incoming resources for the year after transfers i.e. net income			
		447,421	11,236,867	11,684,288	611,919
		Other recognised gains and losses			
		Actuarial gain (deficit) in respect to defined benefit pension scheme			
	18	206,000	—	206,000	(1,430,000)
		<u>653,421</u>	<u>11,236,867</u>	<u>11,890,288</u>	<u>(818,081)</u>
		Net movement in funds			
		Fund balances brought forward at 1 April 2008			
		<u>507,983</u>	<u>4,812,798</u>	<u>5,320,781</u>	<u>6,138,862</u>
		Fund balances carried forward at 31 March 2009			
		<u>1,161,404</u>	<u>16,049,665</u>	<u>17,211,069</u>	<u>5,320,781</u>

All of the charity's activities derived from continuing operations during the above two financial periods.

The charity has no recognised gains and losses other than those shown above and therefore no separate statement of total recognised gains and losses has been presented.

Balance sheet 31 March 2009

	Notes	2009 £	2009 £	2008 £	2008 £
Fixed assets					
Tangible assets	10		317,166		247,595
Current assets					
Debtors	11	360,470		390,010	
Short term deposits		17,800,000		6,200,000	
Cash at bank and in hand		942,600		661,776	
		19,103,070		7,251,786	
Creditors: amounts falling due within one year	12	(796,167)		(500,600)	
Net current assets			18,306,903		6,751,186
Total net assets excluding pension liability			18,624,069		6,998,781
Pension liability	18	(1,413,000)			(1,678,000)
Total net assets including pension liability			17,211,069		5,320,781
Represented by:					
Funds and reserves					
Income funds:					
Restricted funds	14		16,049,665		4,812,798
Unrestricted funds					
. General fund					
.. Free reserves			1,300,000		813,112
.. Pension reserve	18		(1,413,000)		(1,678,000)
			(113,000)		(864,888)
. Tangible fixed assets fund			100,514		42,462
. Designated funds	15		1,173,890		1,330,409
			17,211,069		5,320,781

Approved by the trustees
and signed on their behalf by:

Shokat Babul
Trustee

Approved on: 17 September 2009

Cash flow statement Year to 31 March 2009

	Notes	2009 £	2008 £
Cash inflow from operating activities	A	11,820,706	501,691
Returns on investment and servicing of finance	B	346,153	324,019
Capital expenditure	B	(286,035)	(167,984)
		11,880,824	657,726
Management of liquid resources	B	(11,600,000)	—
Increase in cash	C	280,824	657,726

Notes to the cash flow statement for the year to 31 March 2009

A Adjustment of net incoming resources for the year to net cash inflow from operating activities

	2009 £	2008 £
Net incoming resources for the year	11,684,288	611,919
FRS17 pension (credit) charge	(59,000)	149,000
Interest receivable	(346,153)	(324,019)
Depreciation charge	217,467	172,058
Surplus on disposal of tangible fixed assets	(1,003)	—
Decrease (increase) in debtors	29,540	(204,617)
Increase in creditors	295,567	97,350
Net cash inflow from operating activities	11,820,706	501,691

B Gross cash flows

	2009 £	2008 £
Returns on investment and servicing of finance		
Interest received	346,153	324,019
Capital expenditure		
Payments to acquire tangible fixed assets	(287,038)	(167,984)
Proceeds from disposal of tangible fixed assets	1,003	—
	(286,035)	(167,984)
Management of liquid resources		
Cash invested in short term deposits	(11,600,000)	—

Cash flow statement Year to 31 March 2009

C Analysis of changes in net funds

	At 1 April 2008 £	Cash flows £	At 31 March 2009 £
Cash in hand and at bank	661,776	280,824	942,600
Short term deposits	6,200,000	11,600,000	17,800,000
	6,861,776	11,880,824	18,742,600

Principal accounting policies 31 March 2009

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the requirements of the Companies Act 1985. Applicable United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) have been followed in these financial statements.

Following a decision during the year to change the categorisation under which the charities activities are reported, the expenditure for the previous year has been reanalysed under the newly defined categories. The total resources expended for 2007 has remained the same. The reanalysis of expenditure under new categories for charitable activities does not constitute a prior year adjustment.

Incoming resources

Incoming resources are recognised in the year in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be expended in a future accounting period.

Grants from government and other agencies have been included as incoming resources from charitable activities as these comprise either contracts for services or they relate to specific services.

Resources expended and the basis of apportioning costs

Expenditure is included in the statement of financial activities when incurred and includes any attributable VAT which cannot be recovered.

Resources expended comprise the following:

- a. Charitable activities comprise expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - ◆ Salaries and other staff related costs;
 - ◆ Office and property related costs;
 - ◆ Costs of research commissions;
 - ◆ Publicity and dissemination costs;
 - ◆ Support costs.

The majority of costs are directly attributable to specific activities although certain shared costs are apportioned, based on the number of employees undertaking each specific activity.

Principal accounting policies 31 March 2009

Resources expended and the basis of apportioning costs (continued)

- b. Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment. These costs are allocated out to the activities they are supporting on the basis described in note 5.
- c. Governance costs comprise the costs incurred which are directly attributable to the management of the charity's assets, organisational procedures and the necessary legal procedures for compliance with statutory requirements.

Tangible fixed assets

All assets costing more than £1,000 and with an expected useful life exceeding one year are capitalised.

Tangible fixed assets are capitalised and depreciated at the following annual rates in order to write them off over their estimated useful lives:

- | | |
|---------------------------------|--|
| ◆ Office furniture and fittings | 25% per annum based on cost |
| ◆ Computer and IT equipment | 33.3% per annum based on cost |
| ◆ Leasehold improvements | over the remaining period of the lease |

Fund accounting

Restricted funds comprise monies raised for, or which have their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

Designated funds are monies set aside out of the general fund and designated for specific purposes by the trustees.

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets held under unrestricted funds. This fund has been separated from other unrestricted funds in order to emphasise that the assets are of fundamental importance to the charity being able to achieve its charitable objectives and, as such, their value should not be regarded as realisable.

The general fund represents those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's objects.

Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight-line basis over the lease term.

Principal accounting policies 31 March 2009

Pension costs

The charity contributes to a defined benefits pension scheme providing benefits based on final pensionable salary. The assets of the scheme are held and managed separately from those of the charity.

Pension scheme assets are measured at fair value at each balance sheet date. Liabilities are measured on an actuarial basis using the projected unit method. The net of these two figures is recognised as an asset or liability on the balance sheet.

Any change in the asset or liability between balance sheet dates is reflected in the statement of financial activities in recognised gains and losses for the period.

Liquid resources

Liquid resources represent monies held on short term deposit with United Kingdom banks.

Notes to the financial statements 31 March 2009

1 Contracts, grants and service agreements

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Department of Health				
. Section 64 Core Grant	4,430,000	928,000	5,358,000	6,031,262
. Project grants	35,262	13,077,500	13,112,762	1,264,000
	<u>4,465,262</u>	<u>14,005,500</u>	18,470,762	<u>7,295,262</u>
Welsh Assembly Government	190,000	—	190,000	221,217
The Scottish Executive	50,000	—	50,000	50,000
Department of Health, Social Services and Public Safety (Northern Ireland)	151,063	—	151,063	151,063
National Childrens Bureau	12,519	703,270	715,789	—
IMC Information		51,853	51,853	53,211
Other funders	18,185	142,038	160,223	57,625
	<u>4,887,029</u>	<u>14,902,661</u>	19,789,690	<u>7,828,378</u>

The above contracts, grants and service agreements related to the following charitable activities:

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
. Adult services and regions	2,899,276	1,562,288	4,461,564	4,086,745
. Families	1,395,337	1,028,260	2,423,597	1,486,050
. Workforce development	479,717	12,312,113	12,791,830	2,141,987
. Other	112,699	—	112,699	113,596
	<u>4,887,029</u>	<u>14,902,661</u>	19,789,690	<u>7,828,378</u>

2 Other incoming resources

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Net return on pension scheme	—	—	—	64,000
Workforce training income	—	80,194	80,194	37,434
Secondment income	100,075	—	100,075	69,366
Other income	52,082	34,432	86,514	23,843
	<u>152,157</u>	<u>114,626</u>	266,783	<u>194,643</u>

Notes to the financial statements 31 March 2009

3 Cost of charitable activities

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Adult services and regions				
. Staff costs	869,538	536,249	1,405,787	1,085,209
. Office costs	129,980	58	130,038	109,649
. Premises costs	217,151	—	217,151	196,681
. Electronic access and publication costs	79,296	—	79,296	62,146
. Commissioning costs	186,616	389,523	576,139	576,486
. Publicity and dissemination	109,053	56,712	165,765	182,395
. Support costs (note 5)	1,336,018	64,065	1,400,083	1,398,404
	<u>2,927,652</u>	<u>1,046,607</u>	<u>3,974,259</u>	<u>3,610,970</u>
Families				
. Staff costs	521,888	292,782	814,670	607,905
. Office costs	62,543	123,055	185,598	54,914
. Premises costs	104,488	37,500	141,988	98,501
. Commissioning costs	189,750	258,021	447,771	347,068
. Electronic access and publication costs	53,198	—	53,198	20,729
. Publicity and dissemination	19,034	18,721	37,755	27,193
. Support costs (note 5)	483,587	30,986	514,573	526,608
	<u>1,434,488</u>	<u>761,065</u>	<u>2,195,553</u>	<u>1,682,937</u>
Workforce development				
. Staff costs	90,685	754,715	845,400	774,399
. Office costs	21,561	91,243	112,804	22,553
. Premises costs	36,022	—	36,022	33,957
. Commissioning costs	155,740	715,029	870,769	890,566
. Electronic access and publication costs	26,582	7,001	33,583	41,245
. Publicity and dissemination	34,782	27,643	62,425	73,287
. Support costs (note 5)	380,896	10,468	391,364	415,160
	<u>746,268</u>	<u>1,606,099</u>	<u>2,352,637</u>	<u>2,251,167</u>
Total	<u>5,108,408</u>	<u>3,413,771</u>	<u>8,522,179</u>	<u>7,545,074</u>

Notes to the financial statements 31 March 2009

4 Governance costs

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Legal and professional fees	9,351	—	9,351	8,725
Trustees' expenses, payments to trustees and other trustee related costs (note 8)	58,635	—	58,635	59,720
Partners' Council costs	63,126	—	63,126	59,595
Other costs	65,047	—	65,047	62,007
	196,159	—	196,159	190,047

Governance costs include £59,517 in relation to staff costs (2008 - £55,218).

5 Support costs

	Adult services and regions £	Families £	Workforce development £	2009 Total funds £	2008 Total funds £
Staff costs	875,994	317,076	249,744	1,442,814	1,512,585
Premises costs	103,405	37,429	29,481	170,315	176,611
Refurbishment costs	64,065	30,986	10,468	105,519	131,391
Office costs	61,895	22,404	17,646	101,945	98,460
Electronic access and publication costs	36,736	13,297	10,473	60,506	154
Publicity and dissemination costs	206,393	74,706	58,842	339,941	402,781
Other costs	51,595	18,675	14,710	84,980	18,209
	1,400,083	514,573	391,364	2,306,020	2,340,191

Support costs are allocated to the activities they are supporting on the basis of the numbers of staff working in each activity.

Other costs includes net interest on the pension scheme of £62,000 (2008: £nil).

6 Net incoming resources for the year before transfers

This is stated after charging (crediting):

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Staff costs (note 7)	2,984,446	1,583,742	4,568,188	4,035,316
Auditors' remuneration				
. Statutory audit services	9,351	—	9,351	8,725
Depreciation	65,361	152,106	217,467	172,058
Surplus on disposal of tangible fixed assets	(1,003)	—	(1,003)	—
Operating lease rentals	412,667	—	412,667	412,667

Notes to the financial statements 31 March 2009

7 Employees and staff costs

Staff costs during the period were as follows:

	2009 £	2008 £
Wages and salaries	2,694,720	2,573,860
Social security costs	238,738	226,133
Other pension costs	513,620	222,335
FRS17 (credit) charge (note 18)	(121,000)	213,000
	3,326,078	3,235,328
Payments to agency staff and consultants	1,002,952	644,715
Other staff related costs	239,158	155,272
	4,568,188	4,035,315

Other pension costs include a £265,000 one-off lump sum payment made to the Essex County Council pension scheme during 2008/09 to help address the deficit identified in the triennial actuarial review at 31 March 2007.

Payments to agency staff during the period reflect the need to have personnel in post in order to progress the work of SCIE whilst recruitment for permanent staff is in progress. Other staff related staff costs include expenditure in respect of staff training and reimbursed out-of-pocket expenses.

The average number of employees during the period, and analysed by function was as follows:

	2009 No.	2008 No.
Charitable activities		
. Adult services and regions	37	37
. Families	14	14
. Workforce development	11	10
Governance	1	1
	63	62

The number of employees who earned £60,000 per annum or more (including taxable benefits but excluding employer pension contributions) during the year was as follows:

	2009 No.	2008 No.
£60,001 - £70,000	4	—
£70,001 - £80,000	—	1
£80,001 - £90,000	2	1
£90,001 - £100,000	—	—
£100,001 - £110,000	—	1
£150,001 - £160,000	1	—

Contributions were made to a defined benefit pension scheme in respect of all the above employees.

Notes to the financial statements 31 March 2009

8 Trustees' remuneration

In accordance with the charity's memorandum and articles of association, the Chair of the trustees was paid £33,584 (2008 - £32,685) during the year for services undertaken in the administration of the charity. Three other trustees were paid a total of £11,961 (2008: 2 trustees – £8,637) on the same basis. The payment for such services has been authorised by the Charity Commission.

Out of pocket travelling and subsistence expenses totalling £11,558 (2008 - £16,785) were reimbursed to 10 (2008 – 13) trustees during the year.

The charity has purchased insurance to protect it from any loss arising from the neglect or defaults of its trustees, employees and agents and to indemnify the trustees or other officers against the consequences of any neglect or default on their part. The insurance premium paid by the charity during the year totalled £1,532 (2008 - £1,613) provides cover of up to a maximum of £2 million (2008 - £2 million).

9 Taxation

SCIE is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

SCIE is not registered for VAT and therefore is unable to reclaim VAT suffered on expenditure.

10 Tangible fixed assets

	Unrestricted fund assets			Restricted fund assets			Total £
	Computer and IT equipment £	Office furniture and fittings £	Leasehold improve - ments £	Computer and IT equipment £	Office furniture and fittings £	Leasehold improve - ments £	
Cost							
At 1 April 2008	395,776	90,913	—	96,731	62,532	216,930	862,882
Additions	90,720	—	32,693	133,980	29,645	—	287,038
Disposals	(1,671)	—	—	—	—	—	(1,671)
At 31 March 2009	484,825	90,913	32,693	230,711	92,177	216,930	1,148,249
Depreciation							
At 1 April 2008	363,405	80,822	—	53,437	29,020	88,603	615,287
Charge for year	53,828	3,362	8,171	74,706	23,169	54,231	217,467
Eliminated on disposals	(1,671)	—	—	—	—	—	(1,671)
At 31 March 2009	415,562	84,184	8,171	128,143	52,189	142,834	831,083
Net book values							
At 31 March 2009	69,263	6,729	24,522	102,568	39,988	74,096	317,166
At 31 March 2008	32,371	10,091	—	43,294	33,512	128,327	247,595

Notes to the financial statements 31 March 2009

11 Debtors

	2009 £	2008 £
Prepayments and accrued income	89,672	122,501
Other debtors	270,798	267,509
	360,470	390,010

12 Creditors: amounts falling due within one year

	2009 £	2008 £
Expense creditors	482,955	213,876
Other creditors	138,048	122,125
Rent and service charge payable	80,252	49,599
Accruals	48,360	27,500
Deferred income (see note 13)	46,552	87,500
	796,167	500,600

13 Deferred income

	2009 £	2008 £
Balance at 1 April 2008	87,500	119,875
Income received in advance	—	125,000
Released to statement of financial activities	(40,948)	(157,375)
Balance at 31 March 2009	46,552	87,500

Notes to the financial statements 31 March 2009

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trusts to be applied for specific purposes:

	At 1 April 2008 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2009 £
Service user and carer involvement in social work education	332,598	—	(130,192)	(60,000)	142,406
Care Services Development Initiative	170,913	—	(109,662)	(15,000)	46,251
E-learning strategy in social care	1,426,114	979,853	(935,524)	(62,394)	1,408,049
Leadership Programme	738,193	80,194	(370,988)	(35,000)	412,399
Options for Excellence	7,086	—	—	—	7,086
Common Assessment Framework (Wales)	170,187	14,314	(169,806)	—	14,695
Mental Capacity Act Training	1,663,125	676,000	(549,277)	(90,000)	1,699,848
Capital refurbishment	226,582	—	(105,519)	—	121,063
Parental mental health and child welfare guidelines	50,000	—	—	—	50,000
Housing project	19,000	—	(19,000)	—	—
Creative communities	4,000	—	—	—	4,000
Approved Social Work development C4EO	5,000	—	(4,050)	—	950
Sustainable development	—	722,020	(376,745)	(31,720)	313,555
Regional development	—	100,000	—	—	100,000
Individual budgets for older people	—	35,000	(12,226)	—	22,774
Social Care Research Ethics committee	—	250,000	—	—	250,000
Social Care strategy development	—	20,118	(19,955)	—	163
Social Care Journal	—	67,000	(12,000)	—	55,000
Adult Workforce Development strategy	—	70,000	(51,105)	(18,895)	—
National Skills Academy for Social care	—	913,000	(143,355)	(43,640)	726,005
E enablement in social care	—	1,002,500	(365,979)	(10,000)	626,521
Athens Password	—	10,000,000	—	—	10,000,000
Involvement Helpline	—	50,000	(13,263)	—	36,737
Safeguarding Adults Pan London	—	12,000	(12,000)	—	—
Other restricted funds	—	20,000	(8,175)	—	11,825
	—	5,288	(4,950)	—	338
	4,812,798	15,017,287	(3,413,771)	(366,649)	16,049,665

The specific purposes for which the funds are to be used are as follows:

Service user and carer involvement in social work education

This fund represents monies from the Department of Health to build and sustain strategies and practice for user and carer participation in the social work degree, through supporting the development of service user and carer controlled organisations.

Care Services Development Initiative

This fund represents monies to be used to establish a Care Services Development Initiative in partnership with the Department of Health to address the care services agenda in England.

E-learning strategy in social care

This fund represents monies obtained from the Department of Health to create an e-learning strategy for social care.

Notes to the financial statements 31 March 2009

14 Restricted funds (continued)

Leadership Programme

This fund represents monies from the Department of Health to fund the creation of a development programme for social care leaders.

Options for Excellence

This fund represents monies from the Department of Health to fund consultations with service users and carers on the quality of practice and of social care workers.

Common Assessment Framework (Wales)

This fund represents monies from the Welsh Assembly Government to develop and pilot a common assessment framework and information index in Wales.

Mental Capacity Act Training

This fund represent monies paid to SCIE by the Department of Health to develop a training programme as well as training materials to support the induction of Independent Mental Capacity Advocates as set out in the Mental Capacity Act 2005.

Capital refurbishment

This fund represents monies from the Department of Health to enable SCIE to adequately be supported by IT equipment and office space.

Parental Mental Health and Child Welfare guidelines

This fund represents a commission to produce a report on a systematic review of evidence and existing practice by health and social care services in parenting needs, including meeting the needs of ethnic minority parents, and to publish new guidelines.

Housing project

This fund represents work that SCIE commissioned to provide guidance on good practice in the provision of housing for people with learning disabilities and advice to their families and carers.

Creative communities

This fund is for a project to bring together a wide range of stakeholders to share and work on ideas that will lead to creating a joint position paper. This paper will in turn lead into future work on related issues.

Approved Social Work development

This fund represents a contribution towards a position paper on Leadership on Mental Health Social Care and Social Work.

Centre for Excellence and Outcomes in Children and Young People's Services (C4EO)

C4EO will identify and coordinate local, regional and national evidence of 'what works', to create a single and comprehensive picture of effective practice in delivering children's services. Using this information, C4EO will offer support to local authorities and their Children's Trust partners, working with them to improve outcomes for children, young people and their families.

Notes to the financial statements 31 March 2009

14 Restricted funds (continued)

Sustainable development

This fund represents SCIE's work in support of the Department of Health achieving its commitments within the terms of its sustainable development plan.

Regional development

This fund supports the creation of posts in the English regions that support the implementation of SCIE material.

Individual budgets for older people

This project represents moneys held to fund an evaluation of the outcomes, systems, practice and cost-effectiveness of personal budgets for older people.

Social Care Research Ethics committee

This is to provide an ethical review of the social care research proposals.

Social Care strategy development

This fund represents a series of small projects that examine the social care strategy.

Social Care Journal

This enables the charity to investigate options for the development of a social care journal.

Adult Workforce Development strategy

This fund enables SCIE to lead and provide additional support which would build workforce development and capability in the sector.

National Skills Academy for Social care

This comprises of monies from the Department of Health to enable the infrastructure for the National Skills Academy for social care to be put in place. It compliments funding provided by the Learning and Skills Council.

E enablement in social care

This fund is to enable SCIE to facilitate the purchase and implementation of new technology in adult social care.

Athens project

In April 2008, the NHS national core content collection on the National Library for Health (NLH) became accessible to "Government funded bodies providing social care" and SCIE was asked to take on the password and account administration for the social care workforce that are now eligible to access and use the online collection. To this end, SCIE have set up a pilot where local authority staff has volunteered to become password and account administrators for Athens for certain social care staff in their region. The pilot will last for ten months at the end of which SCIE hopes to roll out national access.

Notes to the financial statements 31 March 2009

14 Restricted funds (continued)

Involvement Helpline

This fund represents a contribution towards a benefits helpline for the involvement of users and carers who use social services.

Safeguarding Adults Pan London

This fund is used to work with the London-wide safeguarding adults network to produce a set of common guidelines for safeguarding vulnerable adults.

Transfers in the year relate to general overhead costs applicable to specific restricted fund projects and hence transferred to restricted funds.

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 April 2008 £	New designations £	Utilised/ released £	At 31 March 2009 £
Project fund	1,330,409	—	(156,519)	1,173,890

The project fund represents monies set aside to fund projects which were ongoing at 31 March 2009.

16 Analysis of net assets excluding pension liability between funds

	General fund £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2009 £
Fund balances at 31 March 2009					
Are represented by:					
Tangible fixed assets	—	100,514	—	216,652	317,166
Current assets	2,049,615	—	1,173,890	15,879,565	19,103,070
Creditors: amounts falling due within one year	(749,615)	—	—	(46,552)	(796,167)
Total net assets excluding pension liability	1,300,000	100,514	1,173,890	16,049,665	18,624,069

Notes to the financial statements 31 March 2009

17 Leasing commitments

Operating leases

At 31 March 2009 the charity had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2009 £	2008 £	2009 £	2008 £
Operating leases which expire:				
Within two to five years	397,984	397,984	14,641	14,641
	397,984	397,984	14,641	14,641

18 Pension commitments

The charity operates a pension scheme providing benefits based on final pensionable pay. The assets of the scheme are held separate from those of the charity, being invested with the Essex County Council Pension Scheme. The contributions are determined on the basis of triennial valuations by a qualified actuary using the projected unit method.

The most recent triennial valuation, at 31 March 2007, showed that the market value of the scheme's assets were £3,043 million and that the actuarial value of those assets represented 79.6% of the benefits that had accrued to members, after allowing for expected future increases in earnings. The principal assumptions made were that the investment returns would be 6.5% per annum and that salary increases would average 4.25% per annum. No allowance was made for possible discretionary increases in pensions beyond those prescribed in the scheme rules.

FRS 17

Financial Reporting Standard 17 "Retirement Benefits" (FRS 17) requires the surplus or deficit on the Scheme as at 31 March 2009, calculated in accordance with the requirements of FRS 17, to be included on the balance sheet. For the purpose of FRS 17, the assets of the scheme have been taken at market value and the liabilities have been calculated by a qualified independent actuary.

In order to assess the actuarial value of the charity's assets and liabilities as at 31 March 2009, the actuaries have rolled forward the actuarial value of the assets and liabilities at 31 March 2007.

The major assumptions used by the actuary in preparing the FRS 17 figures were:

	2009 % per annum	2008 % per annum	2007 % per annum
Rate of increase in salaries	4.8	5.1	4.6
Rate of increase in pension payments	3.3	3.6	3.1
Discount rate	7.1	6.1	5.4
Rate of inflation	3.3	3.6	3.1

Notes to the financial statements 31 March 2009

18 Pension commitments (continued)

FRS 17 (continued)

The mortality assumptions used were as follows:

	2009 years	2008 years
Longevity at age 65 for current pensioners		
. Men	22.0	22.0
. Women	24.9	24.8
Longevity at age 65 for future pensioners		
. Men	23.1	23.1
. Women	25.9	25.9

The charity's share of the assets in the scheme and the expected rates of return were:

	Expected return at 31 March 2009 %	Value at 31 March 2009 £'000	Expected return at 31 March 2008 %	Value at 31 March 2008 £'000	Expected return at 31 March 2007 %	Value at 31 March 2007 £'000
Equities	7.5	4,531	7.5	4,511	7.5	4,149
Government bonds	4.0	529	4.6	604	4.7	593
Other bonds	6.0	322	6.1	424	5.4	377
Property	6.5	596	6.5	687	6.5	748
Cash	0.5	103	5.25	199	5.25	120
Total market value of assets		6,081		6,425		5,987

None of the fair values of the assets shown above include any of the charity's own financial instruments or any property occupied by, or other assets used by, the charity. The equity investments and bonds which are held in scheme assets are quoted and are valued at the current bid price following the adoption of the amendment of FRS17. Previously these were valued at mid price. The resulting £7,000 total change in value has been recognised in the 2009 actuarial gain figure.

On the 27 November 2007, Essex County Council reported that the provisional outcome of the triennial actuarial review at 31 March 2007 was that the SCIE pension scheme had a deficit of approximately £265,000. At its meeting on the 27 March 2009, the Board reviewed the pension scheme offered to staff and agreed:

- ◆ To continue with the final salary pension scheme for existing and new staff.
- ◆ That the deficit of £265,000 identified in the triennial review be met from the reserves of the charity accrued for that purpose in one lump sum payment, and that reserves continue to be built up to cover future deficits. This lump sum was made in 2008/09.
- ◆ That the situation be kept under review with regular reports to the Audit Committee and the Board;

Notes to the financial statements 31 March 2009

18 Pension commitments (continued)

FRS 17 (continued)

- ◆ That there should be discussion with the Department of Health (DH) regarding the implications of continuing to build up reserves to meet future deficits which may arise from continuing with the final salary scheme, or indeed to meet costs arising from any change to or closure of the scheme;
- ◆ That the Board's decision be communicated to staff.

Trustees receive regularly reports on the pension scheme and monitor its performance. The outcome of the triennial review was reported to the DH at the SCIE Accountability review meeting held in May 2008. The board has agreed a policy of building a reserve to meet its potential future liabilities.

The expected long term return on cash is equal to bank base rates. The expected return on bonds is determined by reference to UK long dated gilt and bond yields. The expected rate of return on equities and property have been determined by setting an appropriate risk premium above gilt/bond yields having regard to market conditions

Total expenditure recognised in the statement of financial activities

	2009 £000s	2008 £000s
Current service cost	(384)	(341)
Interest cost	(526)	(341)
Expected return on scheme assets	464	405
Past service cost	-	(86)
Total expenditure recognised in SOFA	(446)	(363)
Employer contributions	505	214
FRS17 credit (charge)	59	(149)

Net (loss) gain recognised in the statement of total recognised gains and losses

	2009 £000s	2008 £000s
Actual return less expected return on pension scheme assets	(1,956)	(658)
Experience gains and losses arising on the scheme liabilities	2,169	(330)
Changes in the assumptions underlying the present value of the scheme liabilities	(7)	(442)
Total amount recognised in STRGL	206	(1,430)

The cumulative amount of actuarial gains and losses recognised in the Statement of total recognised gains and losses since the year ended 31 March 2005 is a loss of £678,000.

Notes to the financial statements 31 March 2009

18 Pension commitments (continued)

FRS 17 (continued)

Reconciliation of opening and closing balances of the present value of the charity's share of scheme liabilities

	2009 £000s	2008 £000s
Scheme liabilities at 1 April 2008	8,103	6,086
Current service cost	384	341
Past service cost	-	86
Interest cost	526	341
Contributions by scheme participants	173	140
Actuarial (gains) losses	(2,169)	1,143
Benefits paid	477	(34)
Scheme liabilities at 31 March 2009	7,494	8,103

The above reconciliation includes the following amounts arising from wholly unfunded liabilities:

	2009 £000s
Unfunded scheme liabilities at 1 April 2008	75
Interest cost	4
Actuarial (gains)	(10)
Benefits paid	(4)
Unfunded scheme liabilities at 31 March 2009	65

Contributions

The total contributions made by the employer in the year, including the one-off lump sum payment of £265,000 referred to above, were £513,620 (2008 - £222,335). The level of contribution will be reviewed as a result of the triennial valuation of the scheme as at 31 March 2010.

The best estimate of contributions to be paid by the charity to the scheme for the year ended 31 March 2010 is £267,000.

Reconciliation of opening and closing balances of the fair value of the charity's share of the scheme assets

	2009 £000s	2008 £000s
Fair value of scheme assets at 1 April 2008	6,425	5,987
Expected return on scheme assets	464	405
Actuarial losses	(1,963)	(287)
Contributions by employer	505	214
Contributions by scheme participants	173	140
Benefits paid	477	(34)
Fair value of scheme assets at 31 March 2009	6,081	6,425

Notes to the financial statements 31 March 2009

18 Pension commitments (continued)

FRS 17 (continued)

The actual return on the scheme assets in the year ended 31 March 2009 was a loss of £1,492,000 (2008: loss of £254,000).

Amounts for the current and previous four periods

	31 March 2009 £'000s	31 March 2008 £'000s	31 March 2007 £'000s	31 March 2006 £'000s	31 March 2005 £'000s
Fair value of assets	6,081	6,425	5,987	5,195	3,865
Present value of scheme liabilities	(7,494)	(8,103)	(6,086)	(5,573)	(4,382)
Deficit in scheme	(1,413)	(1,678)	(99)	(378)	(517)
Experience adjustment on scheme assets	1,956	658	41	790	144
Percentage of scheme assets	32.2%	10.2%	0.7%	15.2%	3.7%
Experience adjustment on scheme liabilities	-	(330)	-	(188)	259
Percentage of scheme liabilities	0%	(4.0%)	0%	(3.4%)	5.9%

The charity has elected not to restate amounts for prior years, as permitted by the amendment to FRS17.

Appendix A: Explanation of SCIE's resources

What is a knowledge review?

Knowledge reviews pull together knowledge from service user, research and practice. They describe what knowledge is available, highlight the evidence that has emerged and draw practice points from the evidence. Knowledge reviews are available both in hard copy and online.

What is a position paper?

Position papers present a summary of a particular policy question, for example whether service user involvement has made a difference to social care services. They identify issues and key messages and are available both in hard copy and online.

What is a practice guide?

Practice guides are online resources which bring together information, research and current good practice about particular areas of social care. The guides give users the opportunity to develop their own knowledge about what works well and apply it effectively in their day-to-day work.

What is a resource guide?

Resource guides direct people to information about a particular area of social care, especially where there is a lot of information and it is hard to know what information to use, or where there is a new area of social care, such as social care education, that people need to know about. Resource guides are available both in hard copy and online.

What is a report?

SCIE produces reports from time-to-time about various areas of social care. SCIE's reports are available both in hard copy and online.

What is a research briefing?

A research briefing is a summary of information on a particular topic to update practice at the health and social care interface. It is a concise document summarising the knowledge base in a particular area to act as a 'launch pad' or signpost to more in-depth material.