

**Social  
Care Institute  
for  
Excellence**

**Annual Report and Financial  
Statements**

31 March 2012

Company Limited by Guarantee  
Registration Number  
04289790 (England and Wales)

Charity Registration Number  
1092778

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## Reference and administrative information

|                                 |  |
|---------------------------------|--|
| Status                          | <p>Social Care Institute for Excellence (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)<br/>Nadra Ahmed<br/>David Archibald<br/>Louise Brown<br/>Tina Coldham<br/>Samantha Hudson<br/>Sukhvinder Kaur-Stubbs<br/>Mario Kreft<br/>Mike Lauerman<br/>Ann Macfarlane<br/>Joanne Munyard<br/>Andy Nash<br/>Jenny Owen<br/>Stephanie Palmerone<br/>Ian Sutherland</p> |
| Company secretary               | <p>Stephen Goulder</p>   |
| Chief executive                 | <p>Andrea Sutcliffe</p>  |
| Senior executives               | <p>Amanda Edwards (Deputy Chief Executive)<br/>Stephen Goulder (Director of Corporate Services and Workforce Development)<br/>David Walden (Director of Adult Services until 30 June 2012)<br/>Patricia Kearney (Acting Director of Adult Services from 16 July 2012)</p>                        |
| Registered and principal office | <p>5th Floor<br/>2 – 4 Cockspur Street<br/>London SW1Y 5BH<br/>T: +44 (0)20 7024 7650<br/>E: <a href="mailto:info@scie.org.uk">info@scie.org.uk</a><br/>W: <a href="http://www.scie.org.uk">www.scie.org.uk</a></p>  |
| Company registration number     | <p>04289790 (England and Wales)</p>  |
| Charity registration number     | <p>1092778 (England and Wales)</p>   |

## Reference and administrative information

|           |   |
|-----------|---|
| Auditor   | Buzzacott LLP<br>130 Wood Street<br>London<br>EC2V 6DL  |
| Solicitor | Anthony Collins Solicitors LLP<br>St Philip's Gate<br>5 Waterloo Street<br>Birmingham<br>B2 5PG |
| Banker    | Barclays Bank plc<br>Public Sector Team<br>Level 27<br>1 Churchill Place<br>London<br>E14 5HP   |

## **Trustees' report Year to 31 March 2012**

The trustees of the Social Care Institute for Excellence (SCIE) present their report together with the financial statements for the year ended 31 March 2012.

The report has been prepared in accordance with part VIII of the Charities Act 2011 and constitutes a directors' report as required by the Companies Act 2006.

The financial statements have been prepared in accordance with the accounting policies set out on pages 28 to 30 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 SCIE's achievements, developments and future plans, which are organised by strategic priorities in the following pages.

Statement of trustees' responsibilities

The trustees (who are also directors of SCIE for the purposes of company law) are responsible for preparing the trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;

## Trustees' report Year to 31 March 2012

### How SCIE works (continued)

Statement of trustees' responsibilities (continued)

- observe the methods and principles in the Statement of Recommended Practice (Accounting and Reporting by Charities) (the Charities' SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom 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 charitable company will continue in operation.

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

Each of the trustees confirms that:

- so far as the trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustee has taken all the 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 charitable company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006.

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

### 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.

New trustees are elected by existing trustees (the Secretary of State for Health being entitled to nominate three trustees, the Welsh Government one trustee and the Department of Health, Social Services and Public Safety (DHSSPS) 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.

## Trustees' report Year to 31 March 2012

### How SCIE works (continued)

#### SCIE's board of trustees (continued)

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.

The board of trustees is supported by three sub-committees comprising of the audit committee, the remuneration committee and the business development committee. All three committees meet throughout the year.

The following trustees were in office at 31 March 2012 or at the time this report was approved and served throughout the year, except where shown:

| Trustee                                   | Appointed/ resigned        | Audit Committee | Remuneration Committee | Business Development Committee |
|---|----------------------------|-----------------|------------------------|--------------------------------|
| Allan Bowman<br>(Chair from 1 April 2006) | Appointed 1 April 2006     |                 |                        | Chair                          |
| Nadra Ahmed                               | Appointed 5 July 2007      |                 |                        |                                |
| David Archibald                           | Appointed 16 November 2011 |                 |                        |                                |
| Louise Brown                              | Appointed 19 November 2009 |                 | Member                 |                                |
| Tina Coldham                              | Appointed 22 March 2012    |                 |                        |                                |
| Samantha Hudson                           | Appointed 1 September 2010 | Member          |                        |                                |
| Sukhvinder Kaur - Stubbs                  | Appointed 19 November 2009 | Chair           |                        |                                |
| Mario Kreft                               | Appointed 20 January 2011  |                 |                        |                                |
| Mike Lauerman                             | Appointed 27 March 2008    |                 | Chair                  | Member                         |
| Ann Macfarlane                            | Appointed 1 January 2007   |                 |                        |                                |
| Joanne Munyard                            | Appointed 5 July 2007      | Member          |                        |                                |
| Andy Nash                                 | Appointed 5 July 2007      |                 | Member                 | Member                         |
| Jenny Owen                                | Appointed 1 January 2007   |                 |                        |                                |
| Stephanie Palmerone                       | Appointed 19 November 2009 | Member          |                        |                                |
| Ian Sutherland                            | Appointed 27 March 2008    |                 |                        |                                |

## **Trustees' report Year to 31 March 2012**

### **How SCIE works (continued)**

#### SCIE's board of trustees (continued)

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 £34,256 (2011 – £33,584) for services undertaken in the administration of SCIE. One other trustee was paid a total of £4,600 (2011: two trustees - £9,583) on the same basis.

Out of pocket travelling and subsistence expenses totalling £6,115 (2011 – £6,861) were reimbursed to 10 (2011 – 10) 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 £1,105 (2011 - £1,057) and provides cover of up to a maximum of £2 million (2011 - £2 million).

The charity made payments of £33,272 to the National Institute for Health and Clinical Excellence (NICE), £4,920 to the National Care Association, £25,114 to Skills for Care, £62,155 to the Office for Public Management, £3,000 to ACEVO, and £17,973 to the Association of Directors of Adult Services. These payments related to provision of services at arm's length from which no trustee benefited. To ensure full transparency, it is confirmed that Allan Bowman and Jenny Owen are members of the Association of Directors of Adult Services, Louise Brown is a fellow at NICE, Sukhvinder Kaur-Stubbs is a self employed consultant at the Office of Public Management and a member of ACEVO, and Nadra Ahmad is the chair of the National Care Association and a trustee of Skills for Care.

#### 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.

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.

## **Trustees' report Year to 31 March 2012**

### **How SCIE works** (continued)

#### Employees (continued)

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.

One of the key risks SCIE faces is its dependency on the Department of Health (DH) 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 its 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.

SCIE's 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.

### **New office**

SCIE successfully relocated to its new office on the 5th Floor of 2-4 Cockspur Street in August 2011.

### **Chief executive**

Julie Jones retired as chief executive in March 2012. Andrea Sutcliffe was recruited as the new chief executive and commenced work with SCIE on 9 April 2012.

## **Trustees' report Year to 31 March 2012**

### **10th Anniversary**

In November 2011, SCIE celebrated its tenth anniversary with an event at its offices in Central London. The event also included an announcement of the SCIE Knowledge Award winner, Jim Mansell, Emeritus Professor of Learning Disability in the Tizard Centre at Kent. The award champions the capture and communication of knowledge, evidence and innovation. Also present at the event were Paul Burstow, Minister of State for Care Services; and Tim Loughton, Parliamentary Under Secretary of State for Children. Paul Burstow paid tribute to SCIE's management and staff over the last decade and particularly singled out SCIE's work on adult safeguarding as a policy area where priority must be given.

### **Annual performance**

#### **Impact of SCIE's work**

SCIE has an impact on the social care sector through its work to support the leadership of the sector to share knowledge, contribute to debates and policy formation. This is underpinned by the dissemination of knowledge, guidance and services to its key audiences in support of implementing good practice.

#### **Care and Support White Paper**

Supported by the Director of Adult Services and his staff, Julie Jones was a member of the Quality and Workforce Group, convened as part of the social care engagement exercise. SCIE has offered considerable support to the DH in this exercise, including discussions about the "Find Me Good Care" development, and the SCIE report recently published on the implications of a national approach to eligibility and portable assessment.

#### **Evidence to the Health Select Committee**

On 25 October 2011, Julie Jones gave evidence to the Health Committee's first oral evidence session in its latest Inquiry into social care. SCIE also submitted written evidence.

#### **Transforming Adult Social Care**

Think Local Act Personal

The Think Local, Act Personal Partnership (TLAP) core delivery team moved to SCIE's new offices in September 2011. The initial phase of work of three TLAP National Market Development Forum task and finish groups which was completed with SCIE has been supporting the work of the task group on Quality Assurance and Improvement, chaired by Des Kelly (Chair of the National Care Forum). Comprising representatives from

## **Trustees' report Year to 31 March 2012**

### **Annual performance** (continued)

#### **Transforming Adult Social Care** (continued)

##### Think Local Act Personal (continued)

commissioners, providers, people using services and Care Quality Commission (CQC), the work of the group has included mapping quality assurance and improvement frameworks and tools for providers, capturing information about a range of local authority approaches to quality assurance and produced a draft statement of principles to support local systems in taking greater ownership quality. SCIE has distilled findings into a summary paper and is currently engaging with members of the Making it Real Co-Production Advisory Group.

##### Mental Capacity Act (MCA)

In April 2011, SCIE successfully secured the agreement from both the DH and The Care Providers Alliance (CPA, which comprises of provider trade associations from both the for-profit and voluntary sectors), for the establishment of three posts on a secondment/fixed term basis placed in relevant national provider associations to work with the different parts of the provider sector to embed the SCIE resources on MCA into everyday practice These arrangements have proved so successful that they have been used as the foundation of SCIE's training and consultancy offer.

In January 2012, Martin Green current chair of the CPA wrote to the DH seeking funding to extend the roles of the MCA Provider Development Managers (PDMs) into 2012, beyond the current arrangements and funding. Further funding was identified from SCIE's restricted funds to support one post and further develop a sustainable commercial offer to the sector that has been recruited to.

##### Participation

A programme of change to SCIE's participation function has been implemented. The SCIE Partners' Council members have stood down and been replaced by a user and carer Co-production Network. A SCIE trustee who is a service user, chairs the Network.

As part of SCIE's training and consultancy offer, the participation team in collaboration with Jon Glasby at the University of Birmingham has been commissioned by Leeds NHS to undertake an evaluation of their new integrated adult health and social care teams.

Participation team has organised two seminars for Joseph Rowntree Foundation entitled "Big systems for personal solutions". The seminar was attended by a wide range of stakeholders including policy makers, practitioners, users and carers. The event was chaired by Bill Davidson, TLAP and speakers included Baroness Campbell.

##### Adult safeguarding

Work has continued on adult safeguarding with new publications aimed at the public and front line staff. Improving user involvement material and evidence about prevention have also been developed over the last period. Specific guidance for commissioners is also under development. New safeguarding products will be available for launch at the National Children and Adult Services (NCAS) conference in October 2012.

## **Trustees' report Year to 31 March 2012**

### **Annual performance** (continued)

#### **Transforming Adult Social Care** (continued)

##### Short notice closure of care homes (joint work with ADASS)

In the context of the Southern Cross issues and in conjunction with ADASS, SCIE has published a new online resource to provide practical support for local authority commissioners who may be called upon to manage care home closures at short notice. The guide includes messages and examples from research, tips, tools and checklists from practice experience.

##### At a glance – clinical commissioning for long term care

Working with the King's Fund, SCIE has published a new 'At a glance' summary for those commissioning for long term care, aimed at both health and social care commissioners. It was launched at a Royal College of General Practitioners event recently and attracted significant interest.

#### **Children and Families and Knowledge Transfer**

##### Centre for Excellence and Outcomes for Children (C4EO)

SCIE remained a core partner until the end of its contract on 31 March 2012.

##### NICE/SCIE joint guideline on the emotional and physical health of looked after children

SCIE has collaborated with NICE to produce the draft scope for this guideline.

##### NICE/SCIE joint guidelines on Conduct Disorder and Autism

SCIE attends the Guideline Development Groups and Technical Team meetings and contributes to research and analysis in relation to experience of care/access chapters and the psychosocial context.

##### Action for Children bid

SCIE has been successful in a competitive tender to undertake research for Action for Children exploring the drivers of, and solutions to short-term local authority decision-making, focussing particularly on children's services. It runs from March to October 2012 and involves a literature review following SCIE's established process; in-depth, semi-structured qualitative interviews with local authority stakeholders (senior-level decision-makers) and dissemination and validation events involving sector stakeholders.

##### Learning Together

European interest grows in Learning Together. Sheila Fish and Sue Bairstow were invited for three days to the Netherlands, arranged by the Netherlands Youth Institute in March 2012, to discuss Learning Together. This included meeting with the Children's Inspectorate, then the Association of Local Authority Providers, and running a training day for their senior officers. There was great interest in arranging for training and accreditation. This follows interest from Germany, where practice development managers were trained in Learning Together last summer and are about to complete the first of seven systems case reviews.

## **Trustees' report Year to 31 March 2012**

### **Annual performance** (continued)

#### **Children and Families and Knowledge Transfer** (continued)

##### Learning Together (continued)

A joint presentation was being run at the second European Social Work Research Conference in Switzerland held in March 2012. A very successful event with strategic leaders in Northern Ireland was held in February and discussions are underway with Scotland to run a training cohort and pilots.

Two events have been held with interested people from adult safeguarding boards, leading to a pilot proposal from SCIE, with the charity funding the required training aspect. Boards are in the process of confirming participation.

##### Parental Mental Health (PMH)

This project concluded with a successful final all site event held in December 2011 which also involved the Department for Education (DfE) and the DH. A new online guide was launched in December 2011 with practice examples from the sites and a 'putting it in to practice' section, and an 'at a glance' on 6 March 2012.

##### Children's Improvement Board

The DfE have transferred funds to the Local Government Group (LGG), Local Government Improvement and Development (LGID), Association of Directors of Children's Services (ADCS) and Society of Local Authority Chief Executives (SOLACE) for sector led improvement. They have set up a commissioning board chaired by the Association of Directors of Children's Services (ADCS) and issued an invitation to tender.

SCIE was successful in being awarded a framework contract and has subsequently been invited to bid for tendered work.

##### Innovation

Knowledge Management has supported the British Library and its development of the Social Welfare @ BL portal by assisting with running user testing. SCIE has also collaborated with NHS Evidence to source and identify "high level evidence" and provide it via Social Care Online.

SCIE negotiated a commercial publishing deal with Macmillan to produce an A-Z Guide of Personalisation, as part of the revamped personalisation product range, which by next year will include print, web and mobile products.

The charity is also in discussion with the agent of children's author Jacqueline Wilson to feature Tracy Beaker in the 'Looked After Children' product which is currently in production.

NICE NHS Evidence confirmed that Social Care Online should become the preferred supplier of "high level evidence" to NHS Evidence.

## **Trustees' report Year to 31 March 2012**

### **Annual performance** (continued)

#### **Children and Families and Knowledge Transfer** (continued)

##### Innovation (continued)

In October 2011, SCIE launched its e-learning materials for children's social workers on adult drug use. This starts to fill a major gap in social work practice development and is another example of SCIE's work at the interfaces of children and adult health and social care, and families with multiple problems.

#### **Workforce Development**

##### Independent Social Work Practice for Adults

SCIE continues to project manage the DH funded Independent Social Work practice pilots. Six of the seven pilots are now live and SCIE, the pilot sites and the Cabinet Office Mutual's team met in April to discuss the good progress that is being made and barriers to independent working

Social Work Practice Pioneer Projects (SWPPPs) have also been funded to explore a wider range of ways in which social work services can be provided.

##### SCIE Training and Consultancy

Two pilot areas were originally identified for the development of training and consultancy services: Complying with the Mental Capacity Act (MCA) and Safeguarding Adults. Safeguarding Adults comprises two elements: delivery and implementation of multi-agency policies and procedures; and further development of the 'Learning Together' case review model. SCIE's initial focus has been on developing training materials with consulting methodologies to follow.

Production of the training materials for MCA and Adult Safeguarding was completed by end of March. SCIE is continuing to review the proposed business model for Learning Together in the light of market feedback.

##### Get Connected: Final Phase

Get Connected is distributing £12m through four cycles of grant applications to care providers. The fourth and final cycle of applications has been undertaken, criteria for allocation have been agreed, and payments are virtually complete. This project is now completed.

##### The College of Social Work (TCSW)

The formal launch of the College, attended by Ministers, took place on 31 January 2012 and it became a separate organisation from SCIE on 1 April 2012 with an agreed service level agreement between both organisations defining the services to be provided by SCIE during 2012-13.

##### Wales

The chair and the chief executive attended the Wales Care Awards ceremony and dinner on 21 October 2011.

## Trustees' report Year to 31 March 2012

### Annual performance (continued)

#### Workforce Development (continued)

##### Wales (continued)

*Sustainable Social Services for Wales: A Framework for Action* (SSSW) sets out the future strategic direction for social services in Wales. The deputy chief executive is a member of the Stakeholder Working Group relating to "A Strong and Professional Delivery Team" - one of the key projects within the programme striving for the further development of a fully fledged approach to the professionalisation of the workforce. In addition, SCIE is working with the Care Council Wales to ensure the best possible dissemination of SCIE products.

Julie Jones gave evidence to the Welsh Assembly Select Committee on residential care for older people in Wales during the year. The deputy chief executive attended the first meeting of a stakeholder group on a strong and professional delivery team. SCIE had constructive discussions with colleagues in Wales about adult safeguarding and with the chief executive of the Care Council about future collaboration.

##### Northern Ireland

SCIE hosted a highly successful half-day seminar on safeguarding in Northern Ireland, presenting its work on Learning Together on 16 February 2012. This event was sponsored by the Department of Health, Social Services and Public Safety (DHSSPS) and attended by the newly appointed chair of the Northern Ireland safeguarding board. The seminar was very successful and provided a basis for future collaboration. Meetings have taken place to agree the final selection of priorities for the SCIE 2012-13 work programme. The DHSSPS has agreed to fund consultancy support to the Western Health and Social Care Trust by SCIE in respect of the evaluation of the Safety in Partnership approach in 2012-13.

The Northern Ireland 'Safeguarding Adults at Risk Information Hub' was launched on 28 September 2011. The next meeting of the Northern Ireland steering group took place on 13 October 2011.

The evaluation of therapeutic approaches to social work in residential child care settings in Northern Ireland was launched in Belfast on 11 May 2011, with an accompanying Social Care TV film. It is an excellent example of SCIE's research evaluation strengths and of the ability for Social Care TV to present complex research evidence.

##### International activity

SCIE continues to be seen as an international leader in research and development in social care.

Researchers from the Danish National Centre for Social Research (SFI) visited in September. SFI commissions research for Ministry of Social Affairs and other Danish government departments. They were particularly interested in the presentations on SCIE's approach to engaging stakeholders in co-production, on the varied knowledge transfer activities, and on the project management model.

## Trustees' report Year to 31 March 2012

### Annual performance (continued)

#### Workforce Development (continued)

##### International activity (continued)

In October 2011, Dr Debbie Plath from the University of Newcastle, Australia, visited to discuss evidence-based social work. She has written about SCIE in *Evidence-Based Social Work* (2009, Routledge) and previewed the results from a major national study of evidenced based practice in Australia.

SCIE's approach to research and development was presented to an international seminar in Utrecht in October 2011 organised by SCIE's Dutch sister organisation, MOVISIE. MOVISIE works with government and providers to promote evidence-based practice and provides a database of proven interventions.

SCIE was also keen in contributing to the European Social Network Autumn Seminar in Paris on the theme of *Investing in Children: Early Years Services and Child Protection*.

Users and carers from SCIE's social work education participation (SWEP) project and SCIE staff attended a seminar in London with educators and users from Lillehammer, Norway and Lund, Sweden. The seminar was an opportunity to share good practice in user engagement in social work education. It is the beginning of an EU funded project to strengthen links between colleagues across the three countries.

Two papers have recently been published that mark SCIE's contribution to international debate:

1. *The contribution of social work and social interventions across the life course to the reduction of health inequalities: a new agenda for social work education?* Social Work Education, 2011, 30, 6, 594-609. The paper arises from a research briefing by Deborah Rutter and argues for a key role for social work in improving the health and well being of disadvantaged people.
2. *Practice Literate Research: Turning the Tables*. Social Work & Society, 2011. 9(1): urn:nbn:de:0009-11-29308. This paper arises from the 2010 Hong Kong Joint World Conference on social work and social development, at which Mike Fisher gave an invited plenary paper. The paper argues for re-orienting research so that it is relevant to SCIE's mission of improving practice.

## Trustees' report Year to 31 March 2012

### Future Plans

From 2013-14 SCIE's annual core grant will cease. The implications for SCIE's strategic priorities for 2012-13 are to:

- ◆ Secure a strategic partnership with NICE with SCIE as the social care partner for evidence assessment, guideline development, and dissemination.
- ◆ Diversify sources of income through the development of 'Find Me Good Care', Training and Consultancy offer, and the broadening of audience and appeal of the Dementia Gateway.
- ◆ Be prominent in sector led improvement for adults and children's services.
- ◆ Achieve sector leadership in digital dissemination.

### National Collaborating Centre for Social Care

NICE will be issuing a tender for the provision of a national Collaborating Centre for Social Care with whom it will contract for the production and dissemination of social care quality standards. The tendering process is likely to conclude in late 2012 with a contract start date of 1 April 2013. SCIE will build partnerships within the social care sector to ensure that it makes its successful bid to secure this contract. SCIE can prepare for a future role by:

- ◆ Gearing SCIE guide production to provide (NHS Evidence accredited) evidence base for future quality standard topics.
- ◆ Implementing a robust process for refreshing and updating products.
- ◆ Building on SCIE's current work on economic evaluation to embed these issues in SCIE's overall approach and to work with partners in the "Think Local, Act Personal" partnership to consider efficiency and cost effectiveness in all work streams.
- ◆ Maintaining and improving SCIE's position as the knowledge transfer agency for social care.

### "Find Me Good Care" website

The personalisation agenda, the demographic and funding pressures on adult social care, and the increasing proportion of people who access and fund their own care are fundamentally changing the way in which care and support is chosen and funded. Citizen choice is both a common mantra and a growing social care reality. The difficulty is that there are few meaningful tools to support this decision making process for individuals or their agents, whether family, carers or professional support. Where such tools do exist, they are often constrained by geography, scope or service type.

'Find Me Good Care' will provide a web-based solution to give access to comprehensive, accurate information to the general public and to commissioners covering both regulated and unregulated services. Revenue will be generated in a number of ways:

- ◆ By charging providers an annual subscription for additional functionality.

## Trustees' report Year to 31 March 2012

### Future Plans (continued)

"Find Me Good Care" website (continued)

- ◆ By charging Local Authorities for a vehicle to help them discharge their responsibility for providing advice and guidance to their citizens.
- ◆ By allowing appropriate advertising (eg to providers of care insurance schemes).

### Training and consultancy

During 2012-13 it will be a priority to develop Training and Consultancy as a channel through which SCIE products are delivered to the market.

### Achievement of sector leadership in digital dissemination

Key objectives that will develop sector leadership are a full integration of publishing, web services, e-learning, Social Care TV and other digital development into one, integrated team, ensuring the charity maximises efficiency and ensures skills development across the team. SCIE will also develop the Dementia Gateway to offer content appropriate to the large network of family carers and personal assistants, as well as low cost wireless applications for use by families and professionals with service users. This will both start to generate revenue and give us a compelling proposition to take to an appropriate sponsor or funding body.

### Co-production and participation

SCIE has established a new strategy "Towards Co-production" including developing SCIE's new Co-production network and strengthening internal user/carer involvement policies and processes. The strategy aims to take SCIE's participation work to the next level. This will include:

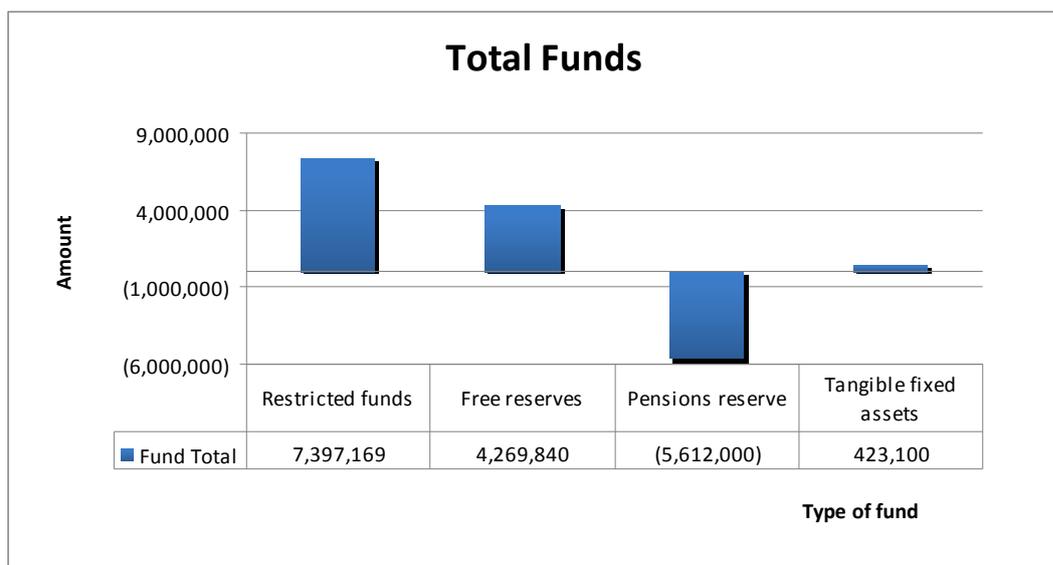
- ◆ Sector-led improvement  
As a member of the 'Think Local Act Personal Partnership' (TLAP), as well as through its contribution to the 'Towards Excellence in Councils' Adults Social Care Programme Board', SCIE has a key national role in supporting sector-led improvement in adult social care. Under the terms of the partnership agreement SCIE also hosts the infrastructure required to assist the delivery of the work of the Partnership and that of the National Market Development Forum.
- ◆ SCIE is a framework partner for the Children's Improvement Board and will be establishing partnerships with other organisations to build on its successful collaboration 'Centre for Excellence and Outcomes in Children and Young People's Services (C4EO)', and in establishing 'Learning Together'.

## Trustees' report Year to 31 March 2012

### Financial review for 2011–12

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

**Figure 1: Total funds:**



The balance sheet shows total funds of £6,478,109 at 31 March 2012. At this date, restricted funds amounted to £7,397,169. 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. At 31 March 2012, the DH authorised a transfer of £700,000 towards SCIE's core activities from the E-Enablement in social care fund. This has been reflected in the transfers between unrestricted and restricted funds in the year ended 31 March 2012.

£423,100 of the total funds is represented by tangible fixed assets held under unrestricted funds.

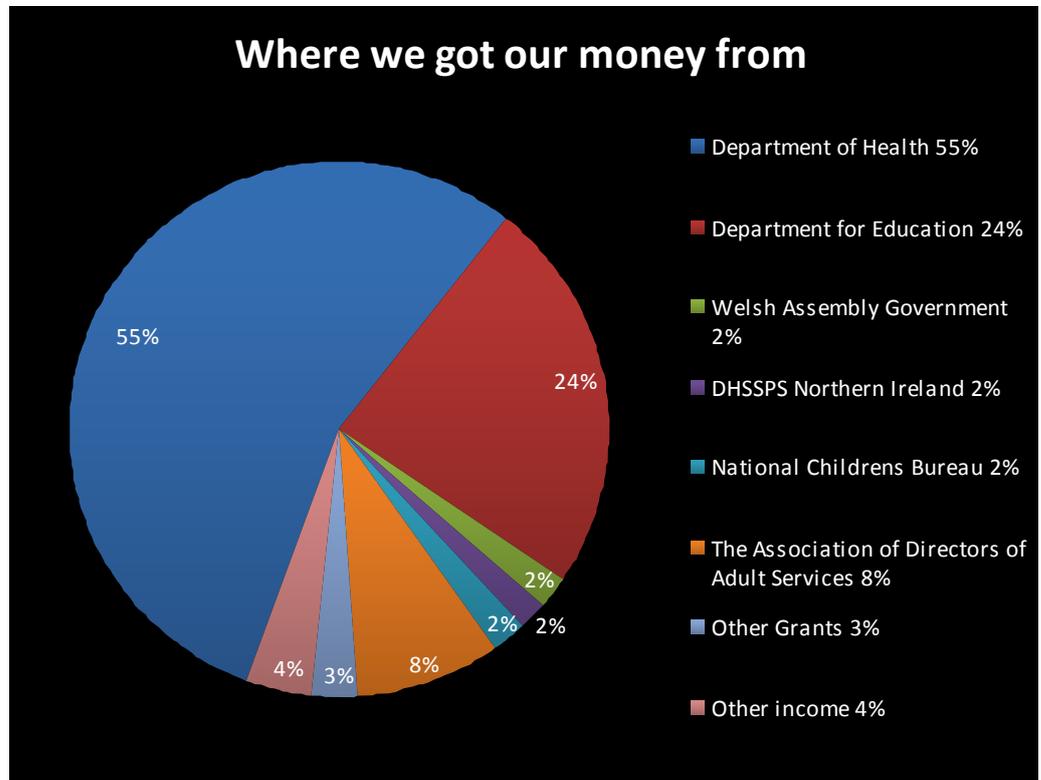
The actuaries have calculated SCIE's share of the deficit on the defined benefit pension fund at 31 March 2012 to be £5,612,000. For further information, see note 18 of the financial statements.

The remaining general funds of SCIE (being unrestricted funds excluding tangible fixed assets but before the defined benefit pension fund liability) are 'free reserves' and total £4,269,840 at 31 March 2012. The trustees consider that this level of free reserves is adequate but not excessive and provides a solid foundation on which to build.

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.

## Trustees' report Year to 31 March 2012

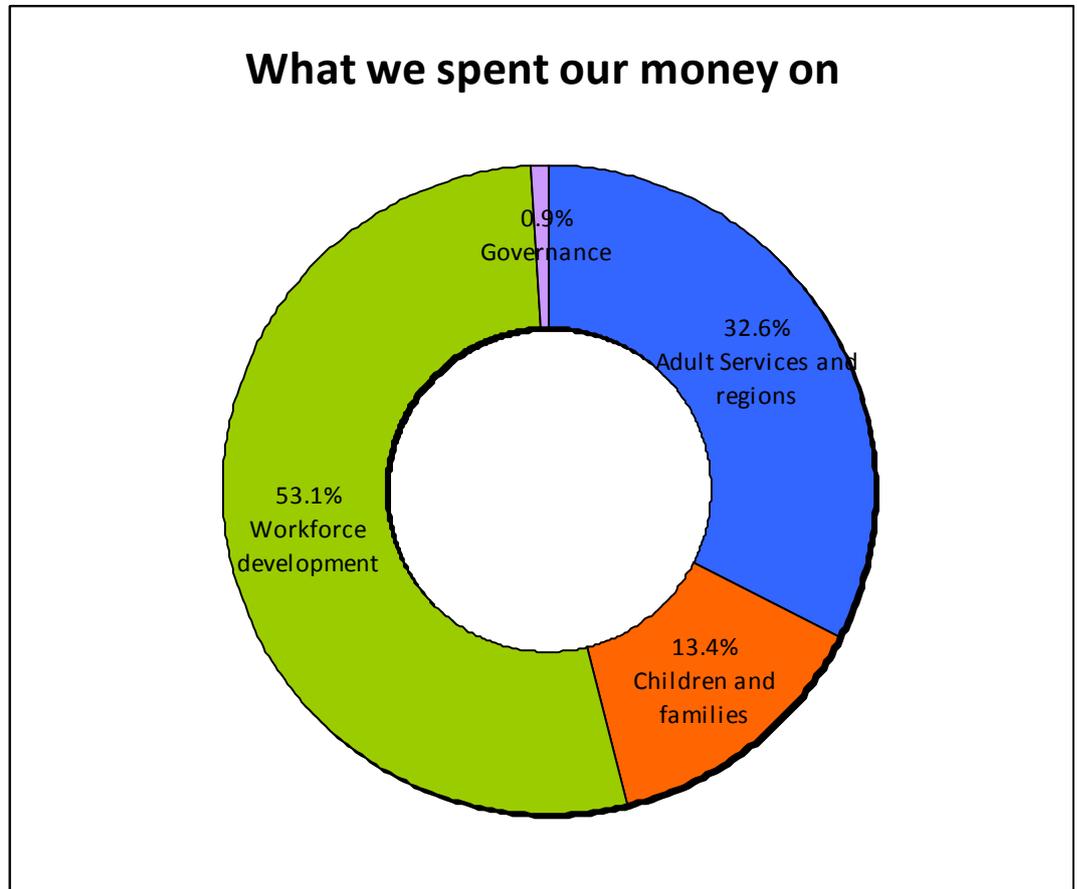
Figure 2: Incoming resources



## Trustees' report Year to 31 March 2012

Financial review for 2011–12 (continued)

Figure 3: Resources expended



### 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. This has been undertaken by a regular consideration of pension liabilities both by the audit committee and the board of trustees, including the information from the triennial review and FRS17 valuation. The trustees have assessed the risks arising from a more uncertain future.

In the current climate, SCIE is determined to keep a level of reserves commensurate with balancing the need to release funds for new streams of income generation with keeping sufficient funds available for liabilities that could arise in the pension scheme and in relation to contracts.

## **Trustees' report Year to 31 March 2012**

### **Policies** (continued)

The level of free reserves was £4,269,840 at 31 March 2012. The trustees consider that this level of free reserves is adequate but not excessive and provides a solid foundation on which to build.

The DH provides agreed funding quarterly in advance and the trustees are satisfied that SCIE is adequately funded for routine expenditure at any given time.

### Commissioned work

The DH has made a grant of £2.5m available to SCIE for 2012-13 which is in accordance with expectations. In addition, project funding has been allocated from the DH Workforce Directorate of £757,500 to support e-learning and Social Care TV.

Funding from Northern Ireland is based on the application of the Barnett Formula to the core grant agreed by the DH.

### 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 (see note 10).

Approved by the trustees and signed on their behalf by:

Allan Bowman

Trustee

Approved by the trustees on: 20 September 2012

## **Independent auditor's report 31 March 2012**

### **Independent auditor's report to the members of Social Care Institute for Excellence**

We have audited the financial statements of Social Care Institute for Excellence for the year ended 31 March 2012 which comprise the statement of financial activities, the balance sheet, the cash flow statement, the principal accounting policies and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and the auditor**

The trustees are also the directors of the charitable company for the purposes of company law. As explained more fully in the statement of trustees' responsibilities set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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

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

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the trustees' report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material inconsistencies we consider the implications for our report.

## **Independent auditor's report 31 March 2012**

### **Opinion on financial statements**

In our opinion, the financial statements:

- ◆ give a true and fair view of the state of the charitable company's affairs as at 31 March 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Companies Act 2006.

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

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

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- ◆ adequate accounting records have not been kept; or
- ◆ the financial statements are not in agreement with the accounting records; or
- ◆ certain disclosures of trustees' remuneration specified by law are not made; or
- ◆ we have not received all the information and explanations we require for our audit.

Buzzacott LLP  
Amanda Francis, Senior Statutory Auditor  
for and on behalf of Buzzacott LLP, Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

5 October 2012

## Statement of financial activities Year to 31 March 2012

|   | Notes | Unrestricted funds<br>£ | Restricted funds<br>£ | 2012<br>Total funds<br>£ | 2011<br>Total funds<br>£ |
|---|-------|-------------------------|-----------------------|--------------------------|--------------------------|
| <b>Income and expenditure</b>   |       |                         |                       |                          |                          |
| <b>Incoming resources</b>   |       |                         |                       |                          |                          |
| Incoming resources from generated funds   |       |                         |                       |                          |                          |
| . Interest receivable   |       | 151,790                 | —                     | <b>151,790</b>           | 186,219                  |
| Incoming resources from charitable activities                                       | 1     | 3,752,280               | 5,176,863             | <b>8,929,143</b>         | 9,286,023                |
| Other incoming resources  | 2     | 188,575                 | 8,177                 | <b>196,752</b>           | 437,714                  |
| <b>Total incoming resources</b>   |       | <b>4,092,645</b>        | <b>5,185,040</b>      | <b>9,277,685</b>         | <b>9,909,956</b>         |
| <b>Resources expended</b>   |       |                         |                       |                          |                          |
| Charitable activities   |       |                         |                       |                          |                          |
| . Adult services  | 3     | 2,791,754               | 1,971,305             | <b>4,763,059</b>         | 5,114,448                |
| . Families  | 3     | 934,229                 | 1,026,045             | <b>1,960,274</b>         | 2,798,005                |
| . Workforce development   | 3     | 1,011,714               | 6,741,333             | <b>7,753,047</b>         | 13,877,045               |
| Governance costs  | 4     | 133,426                 | —                     | <b>133,426</b>           | 213,938                  |
| <b>Total resources expended</b>   |       | <b>4,871,123</b>        | <b>9,738,683</b>      | <b>14,609,806</b>        | <b>22,003,436</b>        |
| <b>Net outgoing resources for the year before transfers between funds</b>           | 6     | <b>(778,478)</b>        | <b>(4,553,643)</b>    | <b>(5,332,121)</b>       | <b>(12,093,480)</b>      |
| <b>Transfers between funds</b>  | 14    | <b>1,794,502</b>        | <b>(1,794,502)</b>    | <b>—</b>                 | <b>—</b>                 |
| <b>Statement of total recognised gains and losses</b>                               |       |                         |                       |                          |                          |
| <b>Net incoming (outgoing) resources for the year i.e. net income (expenditure)</b> |       | <b>1,016,024</b>        | <b>(6,348,145)</b>    | <b>(5,332,121)</b>       | <b>(12,093,480)</b>      |
| <b>Other recognised gains and losses</b>  |       |                         |                       |                          |                          |
| Past service gain in respect to defined benefit pension scheme                      | 18    | —                       | —                     | —                        | 735,000                  |
| Actuarial loss in respect to defined benefit pension scheme                         | 18    | (2,641,000)             | —                     | <b>(2,641,000)</b>       | (650,000)                |
|   |       | (1,624,976)             | (6,348,145)           | <b>(7,973,121)</b>       | (12,008,480)             |
| <b>Transfer to The College of Social Work</b>                                       | 14    | —                       | (377,163)             | <b>(377,163)</b>         | —                        |
| <b>Net movement in funds</b>  |       | <b>(1,624,976)</b>      | <b>(6,725,308)</b>    | <b>(8,350,284)</b>       | <b>(12,008,480)</b>      |
| <b>Fund balances brought forward at 1 April 2011</b>                                |       | <b>705,916</b>          | <b>14,122,477</b>     | <b>14,828,393</b>        | <b>26,836,873</b>        |
| <b>Fund balances carried forward at 31 March 2012</b>                               |       | <b>(919,060)</b>        | <b>7,397,169</b>      | <b>6,478,109</b>         | <b>14,828,393</b>        |

With the exception of the activities relating to The College of Social Work, which were transferred to an independent organisation with effect from 31 March 2012, all of the charity's activities derived from continuing operations during the above two financial periods. During the year to 31 March 2012, incoming resources relating to The College of Social Work totalled £1,700,000 (2011 – £815,000) and resources expended amounted to £3,003,963 (2011 - £1,568,241).

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 2012

|   | Notes | 2012<br>£          | 2012<br>£          | 2011<br>£          | 2011<br>£         |
|---|-------|--------------------|--------------------|--------------------|-------------------|
| <b>Fixed assets</b>                                   |       |                    |                    |                    |                   |
| Tangible assets                                       | 10    |                    | 424,889            |                    | 42,825            |
| <b>Current assets</b>                                 |       |                    |                    |                    |                   |
| Debtors   | 11    | 583,453            |                    | 1,379,377          |                   |
| Short term deposits                                   |       | 9,000,000          |                    | 2,500,000          |                   |
| Cash at bank and in hand                              |       | 3,355,383          |                    | 14,789,140         |                   |
|   |       | <u>12,938,836</u>  |                    | <u>18,668,517</u>  |                   |
| <b>Creditors: amounts falling due within one year</b> | 12    | <u>(1,273,616)</u> |                    | <u>(973,949)</u>   |                   |
| <b>Net current assets</b>                             |       |                    | <u>11,665,220</u>  |                    | <u>17,694,568</u> |
| <b>Total net assets excluding pension liability</b>   |       |                    | <u>12,090,109</u>  |                    | <u>17,737,393</u> |
| Pension liability                                     | 18    | <u>(5,612,000)</u> |                    | <u>(2,909,000)</u> |                   |
| <b>Total net assets including pension liability</b>   |       |                    | <u>6,478,109</u>   |                    | <u>14,828,393</u> |
| <b>Represented by:</b>                                |       |                    |                    |                    |                   |
| <b>Funds and reserves</b>                             |       |                    |                    |                    |                   |
| <b>Income funds:</b>                                  |       |                    |                    |                    |                   |
| Restricted funds                                      | 14    |                    | 7,397,169          |                    | 14,122,477        |
| Unrestricted funds                                    |       |                    |                    |                    |                   |
| . General fund  |       |                    |                    |                    |                   |
| .. Free reserves                                      |       |                    | 4,269,840          |                    | 3,366,454         |
| .. Pension reserve                                    | 18    |                    | (5,612,000)        |                    | (2,909,000)       |
|   |       |                    | <u>(1,342,160)</u> |                    | <u>457,454</u>    |
| . Tangible fixed assets fund                          |       |                    | 423,100            |                    | 42,825            |
| . Designated funds                                    | 15    |                    | —                  |                    | 205,637           |
|   |       |                    | <u>6,478,109</u>   |                    | <u>14,828,393</u> |

Approved by the trustees  
and signed on their behalf by:

Sukhvinder Kaur-Stubbs

Trustee

Approved on: 20 September 2012

Company Registration No. 04289790 (England and Wales)

Charity Registration No.1092778 (England and Wales)

## Cash flow statement Year to 31 March 2012

|   | Notes | 2012<br>£           | 2011<br>£    |
|---|-------|---------------------|--------------|
| <b>Net cash outflow from operating activities</b>     | A     | <b>(4,558,236)</b>  | (13,468,992) |
| <b>Returns on investment and servicing of finance</b> | B     | <b>151,790</b>      | 186,219      |
| <b>Capital expenditure</b>                            | B     | <b>(527,311)</b>    | (27,748)     |
|   |       | <b>(4,933,757)</b>  | (13,310,521) |
| <b>Management of liquid resources</b>                 | B     | <b>(6,500,000)</b>  | 27,400,000   |
| <b>(Decrease) increase in cash</b>                    | C     | <b>(11,433,757)</b> | 14,089,479   |

### Notes to the cash flow statement for the year to 31 March 2012

#### A Adjustment of net outgoing resources for the year to net cash outflow from operating activities

|   | 2012<br>£          | 2011<br>£    |
|---|--------------------|--------------|
| Net outgoing resources for the year               | <b>(5,332,121)</b> | (12,093,480) |
| FRS17 pension charge                              | <b>62,000</b>      | 309,000      |
| Interest receivable                               | <b>(151,790)</b>   | (186,219)    |
| Depreciation charge                               | <b>147,672</b>     | 153,375      |
| Surplus on disposal of tangible fixed assets      | <b>(2,425)</b>     | —            |
| Decrease (increase) in debtors                    | <b>795,924</b>     | (658,224)    |
| Decrease in creditors                             | <b>(77,496)</b>    | (993,444)    |
| <b>Net cash outflow from operating activities</b> | <b>(4,558,236)</b> | (13,468,992) |

#### B Gross cash flows

|   | 2012<br>£          | 2011<br>£  |
|---|--------------------|------------|
| <b>Returns on investment and servicing of finance</b>       |                    |            |
| Interest received   | <b>151,790</b>     | 186,219    |
| <b>Capital expenditure</b>                                  |                    |            |
| Payments to acquire tangible fixed assets                   | <b>(532,344)</b>   | (27,748)   |
| Proceeds from disposal of tangible fixed assets             | <b>5,033</b>       | —          |
|   | <b>(527,311)</b>   | (27,748)   |
| <b>Management of liquid resources</b>                       |                    |            |
| (Increase) decrease in cash invested in short term deposits | <b>(6,500,000)</b> | 27,400,000 |

## Cash flow statement Year to 31 March 2012

### C Analysis of changes in net funds

|                          | At<br>1 April<br>2011<br>£ | Cash<br>flows<br>£ | At<br>31 March<br>2012<br>£ |
|--------------------------|----------------------------|--------------------|-----------------------------|
| Cash in hand and at bank | 14,789,140                 | (11,433,757)       | <b>3,355,383</b>            |
| Short term deposits      | 2,500,000                  | 6,500,000          | <b>9,000,000</b>            |
|                          | <b>17,289,140</b>          | <b>(4,933,757)</b> | <b>12,355,383</b>           |

## **Principal accounting policies 31 March 2012**

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the requirements of the Companies Act 2006. 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 preparing these financial statements.

### **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.

- 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 of numbers of staff working on each activity.

## Principal accounting policies 31 March 2012

### Resources expended and the basis of apportioning costs (continued)

- 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:

- |                                 |  |
|---------------------------------|--|
| ◆ Computer and IT equipment     | 33.3% per annum based on cost          |
| ◆ Office furniture and fittings | 25% to 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.

### 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.

## **Principal accounting policies 31 March 2012**

### **Pension costs** (continued)

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 banks registered in the United Kingdom.

## Notes to the financial statements 31 March 2012

### 1 Contracts, grants and service agreements

|   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|---|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Department of Health  |                            |                          |                             |                             |
| . Section 64 Core Grant   | 3,400,000                  | 1,000,000                | <b>4,400,000</b>            | 4,787,650                   |
| . Project grants  | —                          | 670,000                  | <b>670,000</b>              | 1,716,965                   |
|   | <u>3,400,000</u>           | <u>1,670,000</u>         | <u><b>5,070,000</b></u>     | <u>6,504,615</u>            |
| Department for Education  | —                          | 2,254,693                | <b>2,254,693</b>            | 949,950                     |
| Welsh Government  | 178,000                    | —                        | <b>178,000</b>              | 186,960                     |
| The Scottish Executive  | —                          | —                        | —                           | 20,000                      |
| Department of Health, Social Services and<br>Public Safety (Northern Ireland) | 164,280                    | —                        | <b>164,280</b>              | 179,353                     |
| National Childrens Bureau   | —                          | 212,882                  | <b>212,882</b>              | 973,919                     |
| IMC Information   | —                          | —                        | —                           | 22,295                      |
| Care Quality Commission   | —                          | —                        | —                           | 90,000                      |
| The Association of Directors of Adult<br>Services                             | —                          | 780,000                  | <b>780,000</b>              | —                           |
| Other funders   | 10,000                     | 259,288                  | <b>269,288</b>              | 358,931                     |
|   | <u>3,752,280</u>           | <u>5,176,863</u>         | <u><b>8,929,143</b></u>     | <u>9,286,023</u>            |

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

|                       | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|-----------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Adult services        | 2,237,233                  | 1,830,930                | <b>4,068,163</b>            | 3,677,097                   |
| Families              | 1,035,873                  | 1,239,875                | <b>2,275,748</b>            | 2,814,343                   |
| Workforce development | 397,821                    | 2,106,058                | <b>2,503,879</b>            | 2,711,450                   |
| Other                 | 81,353                     | —                        | <b>81,353</b>               | 83,133                      |
|                       | <u>3,752,280</u>           | <u>5,176,863</u>         | <u><b>8,929,143</b></u>     | <u>9,286,023</u>            |

### 2 Other incoming resources

|                         | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|-------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Administrative services | 95,187                     | —                        | <b>95,187</b>               | 387,193                     |
| Consultancy services    | 72,438                     | —                        | <b>72,438</b>               | —                           |
| Other income            | 20,950                     | 8,177                    | <b>29,127</b>               | 50,521                      |
|                         | <u>188,575</u>             | <u>8,177</u>             | <u><b>196,752</b></u>       | <u>437,714</u>              |

## Notes to the financial statements 31 March 2012

### 3 Cost of charitable activities

|   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|---|----------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>Adult services</b>                     |                            |                          |                             |                             |
| . Staff costs                             | 1,010,746                  | 883,430                  | <b>1,894,176</b>            | 2,070,079                   |
| . Office costs                            | 134,020                    | 12,540                   | <b>146,560</b>              | 164,965                     |
| . Premises costs                          | 288,724                    | —                        | <b>288,724</b>              | 284,213                     |
| . Commissioning costs                     | 82,980                     | 888,191                  | <b>971,171</b>              | 753,985                     |
| . Electronic access and publication costs | 8,623                      | 76,044                   | <b>84,667</b>               | 107,964                     |
| . Publicity and dissemination             | 26,154                     | 88,174                   | <b>114,328</b>              | 199,773                     |
| . Other costs                             | —                          | 19                       | <b>19</b>                   | 227,942                     |
| . Support costs (note 5)                  | 1,240,507                  | 22,907                   | <b>1,263,414</b>            | 1,305,527                   |
|   | <u>2,791,754</u>           | <u>1,971,305</u>         | <u><b>4,763,059</b></u>     | <u>5,114,448</u>            |
| <b>Families</b>                           |                            |                          |                             |                             |
| . Staff costs                             | 233,774                    | 603,760                  | <b>837,534</b>              | 1,129,481                   |
| . Office costs                            | 61,200                     | 34,466                   | <b>95,666</b>               | 112,975                     |
| . Premises costs                          | 132,393                    | —                        | <b>132,393</b>              | 199,833                     |
| . Commissioning costs                     | 56,549                     | 306,202                  | <b>362,751</b>              | 793,383                     |
| . Electronic access and publication costs | 2,874                      | 57,294                   | <b>60,168</b>               | 45,594                      |
| . Publicity and dissemination             | 14,704                     | 16,326                   | <b>31,030</b>               | 40,148                      |
| . Other costs                             | —                          | 6                        | <b>6</b>                    | 50,296                      |
| . Support costs (note 5)                  | 432,735                    | 7,991                    | <b>440,726</b>              | 426,295                     |
|   | <u>934,229</u>             | <u>1,026,045</u>         | <u><b>1,960,274</b></u>     | <u>2,798,005</u>            |
| <b>Workforce development</b>              |                            |                          |                             |                             |
| . Grants payable                          | —                          | —                        | <b>—</b>                    | 9,108,919                   |
| . Staff costs                             | 158,951                    | 2,033,570                | <b>2,192,521</b>            | 1,536,491                   |
| . Office costs                            | 23,734                     | 30,671                   | <b>54,405</b>               | 37,277                      |
| . Premises costs                          | 51,340                     | —                        | <b>51,340</b>               | 52,905                      |
| . Commissioning costs                     | 20,464                     | 3,995,921                | <b>4,016,385</b>            | 1,589,252                   |
| . Electronic access and publication costs | 5,748                      | 127,749                  | <b>133,497</b>              | 91,425                      |
| . Publicity and dissemination             | 1,403                      | 498,226                  | <b>499,629</b>              | 732,955                     |
| . Other costs                             | —                          | 41,345                   | <b>41,345</b>               | 168,309                     |
| . Support costs (note 5)                  | 750,074                    | 13,851                   | <b>763,925</b>              | 559,512                     |
|   | <u>1,011,714</u>           | <u>6,741,333</u>         | <u><b>7,753,047</b></u>     | <u>13,877,045</u>           |
| <b>Total</b>                              | <u>4,737,697</u>           | <u>9,738,683</u>         | <u><b>14,476,380</b></u>    | <u>21,789,498</u>           |

## Notes to the financial statements 31 March 2012

### 4 Governance costs

|  | Unrestricted funds<br>£ | Restricted funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|--|-------------------------|-----------------------|-----------------------------|-----------------------------|
| Legal and professional fees  | 18,000                  | —                     | <b>18,000</b>               | 23,709                      |
| Trustees' expenses, payments to trustees and other trustee related costs | 93,909                  | —                     | <b>93,909</b>               | 93,940                      |
| Partners' Council costs  | 21,517                  | —                     | <b>21,517</b>               | 65,575                      |
| Other costs  | —                       | —                     | <b>—</b>                    | 30,714                      |
|  | <b>133,426</b>          | <b>—</b>              | <b>133,426</b>              | <b>213,938</b>              |

Governance costs include £41,444 in relation to staff costs (2011 - £48,854).

### 5 Support costs

|   | Adult services<br>£ | Families<br>£  | Workforce development<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|---|---------------------|----------------|----------------------------|-----------------------------|-----------------------------|
| Staff costs                             | 872,826             | 304,474        | 527,755                    | <b>1,705,055</b>            | 1,358,906                   |
| Premises costs                          | 128,989             | 44,996         | 77,993                     | <b>251,978</b>              | 238,372                     |
| Refurbishment costs                     | 22,907              | 7,991          | 13,851                     | <b>44,749</b>               | 32,965                      |
| Office costs                            | 59,617              | 20,797         | 36,048                     | <b>116,462</b>              | 136,440                     |
| Electronic access and publication costs | 12,603              | 4,396          | 7,620                      | <b>24,619</b>               | 30,404                      |
| Publicity and dissemination costs       | 105,327             | 36,742         | 63,686                     | <b>205,755</b>              | 383,300                     |
| Other costs                             | 61,145              | 21,330         | 36,972                     | <b>119,447</b>              | 110,947                     |
|   | <b>1,263,414</b>    | <b>440,726</b> | <b>763,925</b>             | <b>2,468,065</b>            | <b>2,291,334</b>            |

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

Other costs include net interest on the pension scheme of £81,000 (2011: £99,000) (see note 18).

### 6 Net outgoing resources for the year before transfers

This is stated after charging:

|  | Unrestricted funds<br>£ | Restricted funds<br>£ | 2012<br>Total<br>funds<br>£ | 2011<br>Total<br>funds<br>£ |
|--|-------------------------|-----------------------|-----------------------------|-----------------------------|
| Staff costs (note 7)                         | 3,149,970               | 3,520,760             | <b>6,670,730</b>            | 6,139,408                   |
| Auditor's remuneration                       |                         |                       |                             |                             |
| . Statutory audit services                   |                         |                       |                             |                             |
| .. Current year                              | 18,000                  | —                     | <b>18,000</b>               | 17,200                      |
| .. Previous year                             | —                       | —                     | <b>—</b>                    | 6,509                       |
| . Other services                             | 1,560                   | —                     | <b>1,560</b>                | —                           |
| Depreciation                                 | 146,779                 | 894                   | <b>147,673</b>              | 153,375                     |
| Surplus on disposal of tangible fixed assets | 2,425                   | —                     | <b>2,425</b>                | —                           |
| Operating lease rentals                      | 301,845                 | —                     | <b>301,845</b>              | 412,264                     |

## Notes to the financial statements 31 March 2012

### 7 Employees and staff costs

Staff costs during the period were as follows:

|  | 2012<br>£        | 2011<br>£ |
|--|------------------|-----------|
| Wages and salaries                       | 3,757,407        | 3,716,194 |
| Social security costs                    | 358,289          | 337,509   |
| Other pension costs                      | 481,575          | 307,279   |
| FRS17 (credit) charge (note 18)          | (19,000)         | 210,000   |
|  | <b>4,578,271</b> | 4,570,982 |
| Payments to agency staff and consultants | 1,556,387        | 1,091,559 |
| Other staff related costs                | 536,072          | 476,867   |
|  | <b>6,670,730</b> | 6,139,408 |

Included within wages and salaries are consultants paid by SCIE who are treated as employees for tax purposes but are not SCIE employees as defined by employment law and thus are not included within the average number of employees in the table below.

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

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

|                         | 2012<br>No. | 2011<br>No. |
|-------------------------|-------------|-------------|
| Charitable activities   |             |             |
| . Adult services        | 43          | 49          |
| . Families              | 15          | 16          |
| . Workforce development | 26          | 21          |
| Governance              | 1           | 1           |
|                         | <b>85</b>   | 87          |

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:

|                     | 2012<br>No. | 2011<br>No. |
|---------------------|-------------|-------------|
| £60,001 - £70,000   | 6           | 5           |
| £70,001 - £80,000   | 1           | 1           |
| £80,001 - £90,000   | 1           | 1           |
| £90,001 - £100,000  | 3           | 2           |
| £150,001 - £160,000 | 1           | 1           |

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

## Notes to the financial statements 31 March 2012

### 8 Payments in relation to trustees

In accordance with the charity's memorandum and articles of association, the Chair of the trustees was paid £34,256 (2011 - £33,584) during the year for services undertaken in the administration of the charity. One other trustee was paid a total of £4,600 (2011: two trustees – £9,583) on the same basis. The payment for such services has been authorised by the Charity Commission.

Out of pocket travelling and subsistence expenses totalling £6,115 (2011 - £6,861) were reimbursed to 10 (2011 – 10) 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 £1,105 (2011 - £1,057) and provides cover of up to a maximum of £2 million (2011 - £2 million).

The charity made payments of £33,272 to the National Institute for Health and Clinical Excellence (NICE), £4,920 to the National Care Association, £25,114 to Skills for Care, £62,155 to the Office for Public Management, £3,000 to ACEVO, and £17,973 to the Association of Directors of Adult Services. These payments related to provision of services at arm's length from which no trustee benefited. To ensure full transparency, it is confirmed that Allan Bowman and Jenny Owen are members of the Association of Directors of Adult Services, Louise Brown is a fellow at NICE, Sukhvinder Kaur-Stubbs is a self employed consultant at the Office of Public Management and a member of ACEVO, and Nadra Ahmad is the chair of the National Care Association and a trustee of Skills for Care.

### 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 registered for VAT but most of its activities are categorised as non business. Therefore, only a limited amount of VAT suffered on expenditure can be reclaimed.

## Notes to the financial statements 31 March 2012

### 10 Tangible fixed assets

|   | Unrestricted funds                   |  |                                      | Restricted funds                     |  |                                      | Total<br>£         |
|---|--------------------------------------|--|--------------------------------------|--------------------------------------|--|--------------------------------------|--------------------|
|   | Computer<br>and IT<br>equipment<br>£ | Office<br>furniture<br>and fittings<br>£ | Leasehold<br>improve -<br>ments<br>£ | Computer<br>and IT<br>equipment<br>£ | Office<br>furniture<br>and fittings<br>£ | Leasehold<br>improve -<br>ments<br>£ |                    |
| <b>Cost</b>                               |                                      |  |                                      |                                      |  |                                      |                    |
| At 1 April 2011                           | 590,165                              | 94,762                                   | 32,693                               | 200,770                              | 79,868                                   | 216,930                              | <b>1,215,188</b>   |
| Additions                                 | 19,507                               | 75,680                                   | 434,473                              | 2,684                                | —  | —                                    | <b>532,344</b>     |
| Disposals                                 | (5,867)                              | —  | —                                    | —                                    | —  | —                                    | <b>(5,867)</b>     |
| Elimination of fully<br>depreciated items | (484,834)                            | (94,761)                                 | (32,690)                             | (200,770)                            | (79,868)                                 | (216,930)                            | <b>(1,109,853)</b> |
| At 31 March 2012                          | <b>118,971</b>                       | <b>75,681</b>                            | <b>434,476</b>                       | <b>2,684</b>                         | <b>—</b>                                 | <b>—</b>                             | <b>631,812</b>     |
| <b>Depreciation</b>                       |                                      |  |                                      |                                      |  |                                      |                    |
| At 1 April 2011                           | 547,340                              | 94,762                                   | 32,693                               | 200,770                              | 79,868                                   | 216,930                              | <b>1,172,363</b>   |
| Charge for year                           | 40,964                               | 18,920                                   | 86,894                               | 895                                  | —  | —                                    | <b>147,673</b>     |
| Disposals                                 | (3,260)                              | —  | —                                    | —                                    | —  | —                                    | <b>(3,260)</b>     |
| Elimination of fully<br>depreciated items | (484,834)                            | (94,761)                                 | (32,690)                             | (200,770)                            | (79,868)                                 | (216,930)                            | <b>(1,109,853)</b> |
| At 31 March 2012                          | <b>100,210</b>                       | <b>18,921</b>                            | <b>86,897</b>                        | <b>895</b>                           | <b>—</b>                                 | <b>—</b>                             | <b>206,923</b>     |
| <b>Net book values</b>                    |                                      |  |                                      |                                      |  |                                      |                    |
| At 31 March 2012                          | <b>18,761</b>                        | <b>56,760</b>                            | <b>347,579</b>                       | <b>1,789</b>                         | <b>—</b>                                 | <b>—</b>                             | <b>424,889</b>     |
| At 31 March 2011                          | <b>42,825</b>                        | <b>—</b>                                 | <b>—</b>                             | <b>—</b>                             | <b>—</b>                                 | <b>—</b>                             | <b>42,825</b>      |

### 11 Debtors

|                                | 2012<br>£      | 2011<br>£ |
|--------------------------------|----------------|-----------|
| Prepayments and accrued income | <b>313,082</b> | 186,102   |
| Other debtors                  | <b>270,371</b> | 1,193,275 |
|                                | <b>583,453</b> | 1,379,377 |

### 12 Creditors: amounts falling due within one year

|                                 | 2012<br>£        | 2011<br>£ |
|---------------------------------|------------------|-----------|
| Expense creditors               | <b>528,344</b>   | 716,697   |
| Other creditors                 | <b>517,452</b>   | —         |
| Rent and service charge payable | <b>185,805</b>   | 60,500    |
| Accruals                        | <b>42,015</b>    | 189,681   |
| Deferred income (note 13)       | <b>—</b>         | 7,071     |
|                                 | <b>1,273,616</b> | 973,949   |

## Notes to the financial statements 31 March 2012

### 13 Deferred income

|   | 2012<br>£ | 2011<br>£   |
|---|-----------|-------------|
| Balance at 1 April                            | 7,071     | 1,074,582   |
| Income received in advance                    | —         | —           |
| Released to statement of financial activities | (7,071)   | (1,067,511) |
| Balance at 31 March 2012 (note 12)            | —         | 7,071       |

### 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<br>1 April<br>2011<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers to<br>unrestricted<br>funds<br>£ | Other<br>transfers<br>£ | At<br>31 March<br>2012<br>£ |
|---|----------------------------|----------------------------|----------------------------|--|-------------------------|-----------------------------|
| <b>Other transfers</b>                                      |                            |                            |                            |  |                         |                             |
| Service User and Carer Involvement In Social Work Education | 77,673                     | —                          | (28,802)                   | (6,000)                                    | —                       | 42,871                      |
| SCIE/NICE Guidelines  | 30,152                     | —                          | (33,008)                   | 2,856                                      | —                       | —                           |
| PRU   | 4,100                      | 16,400                     | (20,500)                   | —  | —                       | —                           |
| Digital Dissemination (merged)                              | 172,009                    | —                          | —                          | (172,009)                                  | —                       | —                           |
| Learning Together Pilots                                    | 62,054                     | 50,900                     | (90,426)                   | (8,063)                                    | —                       | 14,465                      |
| Learning Together (VCS)                                     | —                          | 569,693                    | (500,323)                  | (69,370)                                   | —                       | —                           |
| E-learning Strategy in Social Care C4EO                     | 995,013                    | 1,000,000                  | (1,002,483)                | 107,009                                    | —                       | 1,099,539                   |
| Options for Excellence                                      | 49,975                     | 212,882                    | (178,925)                  | (83,932)                                   | —                       | —                           |
| Sustainable Development                                     | 6,121                      | —                          | —                          | (6,121)                                    | —                       | —                           |
| Mental Capacity Act Training                                | 74,246                     | —                          | (71,044)                   | —  | —                       | 3,202                       |
| Personal Budgets and User Experiences                       | 487,339                    | —                          | (255,596)                  | —  | —                       | 231,743                     |
| Autism Strategy   | 72,533                     | —                          | (23,468)                   | (4,033)                                    | —                       | 45,032                      |
| Safeguarding Adults   | 70,734                     | —                          | (39,363)                   | (31,371)                                   | —                       | —                           |
| Think Local Act Personal                                    | 293,099                    | 3,500                      | (153,553)                  | —  | —                       | 143,046                     |
| Social Care Research Ethics Committee                       | 42,064                     | 1,280,000                  | (383,629)                  | (52,090)                                   | —                       | 886,345                     |
| Social Care Strategy Development                            | 280                        | 73,418                     | (63,698)                   | (10,000)                                   | —                       | —                           |
| Capital Refurbishment                                       | 511                        | —                          | —                          | (511)                                      | —                       | —                           |
| Adult Workforce Development Strategy                        | 44,749                     | —                          | (44,749)                   | —  | —                       | —                           |
| Social Care Practice Pilots                                 | 801,323                    | 162,640                    | (257,237)                  | (214,533)                                  | —                       | 492,193                     |
| E Enablement in Social Care                                 | 952,169                    | —                          | (597,150)                  | —  | —                       | 355,019                     |
| The College of Social Work (TCSW)                           | 8,177,336                  | —                          | (3,485,572)                | (1,000,000)                                | —                       | 3,691,764                   |
| Dignity in Care   | 1,641,126                  | 1,700,000                  | (2,426,818)                | (200,000)                                  | (377,163)               | 337,145                     |
| Social Care Research Gateway                                | 7,086                      | —                          | (3,300)                    | —  | —                       | 3,786                       |
| CPRU Maltreatment   | —                          | 20,000                     | —                          | —  | —                       | 20,000                      |
| PSSRU Knowledge   | —                          | 40,000                     | (8,981)                    | —  | —                       | 31,019                      |
| Joseph Rowntree/SCIE Seminar                                | 9,114                      | 4,538                      | (3,001)                    | (10,651)                                   | —                       | —                           |
| Parental Mental Health and Child Welfare Guidelines         | —                          | 24,000                     | (18,348)                   | (5,652)                                    | —                       | —                           |
| Other restricted funds                                      | 18,567                     | —                          | (18,567)                   | —  | —                       | —                           |
|   | 33,104                     | 27,069                     | (30,142)                   | (30,031)                                   | —                       | —                           |
|   | 14,122,477                 | 5,185,040                  | (9,738,683)                | (1,794,502)                                | (377,163)               | 7,397,169                   |

## Notes to the financial statements 31 March 2012

### 14 Restricted funds (continued)

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 represented monies from the DH 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.

#### *SCIE/NICE Guidelines*

This fund represents monies from the former Department of Children, Schools and Families, now the Department for Education, in support of the SCIE/NICE "Looked After" project and for the purposes of the production of guidance.

#### *PRU*

The aim of this project was to contribute to the creation of a Policy Research Unit. It had four key research themes, each of which was input from four cross cutting themes, of which social care was one.

#### *Digital Dissemination*

This project was intended to improve SCIE's digital offering to its users and to maximise the benefits of using existing and emerging technologies and practices to deliver its work.

#### *Learning Together Pilots*

The "Learning Together" project is focussed on developing a new methodology for how people conduct case reviews and serious case reviews of multi-agency safeguarding and child protection work to underpin service improvement. In the latest legislation, SCIE won individual contracts with different regions in England to train up and collaborate with three different local authorities and their partners in each region to conduct "pilot" case reviews using this new "systems" methodology.

#### *Learning Together (VCS)*

This was an award from the Department for Education's Voluntary and Community Sector grant. The funding supported the development of SCIE's systems model to organisational learning in child protection, known as "SCIE Learning Together".

#### *E-learning Strategy in Social Care*

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

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

C4EO identified and coordinated 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.

#### *Options for Excellence*

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

## Notes to the financial statements 31 March 2012

### 14 Restricted funds (continued)

#### *Sustainable Development*

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

#### *Mental Capacity Act Training*

This fund represent monies paid to SCIE by the DH 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.

#### *Personal Budgets and User Experiences*

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

#### *Autism Strategy*

The DH sponsored SCIE to commission work to identify real barriers, highlight good practice where that could be found and possible interventions to adults (18 plus) with autistic spectrum conditions who need support.

#### *Safeguarding Adults*

These monies, provided by the DH, are to facilitate SCIE's work on various aspects of safeguarding of adults.

#### *Think Local Act Personal*

The Think Local Act Personal partnership is comprised of over 30 national and umbrella organisations representing the broad interest in personalisation and community-based support. SCIE hosts the central team and also provides back office services such as facilities, finance and HR support. The funds are provided by the DH.

#### *Social Care Research Ethics Committee*

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

#### *Social Care Strategy Development*

This fund was to represent a series of small projects that examined the social care strategy.

#### *Capital Refurbishment*

This fund was monies from the DH to enable SCIE to adequately be supported by IT equipment and office space.

#### *Adult Workforce Development Strategy*

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

#### *Social Work Practice Pilots*

This is a DH funded programme to establish pilot sites that are led by social workers but independent of local authorities. They will provide the social work services for specific groups of adults in their community and their carers.

## Notes to the financial statements 31 March 2012

### 14 Restricted funds (continued)

#### *E Enablement in Social Care*

This fund is to enable SCIE to facilitate the purchase and implementation of new technology in adult social care. The transfer figure includes a £300,000 charge in relation to general overheads and a transfer to unrestricted funds of £700,000 following agreement by the DH that these monies may be applied towards SCIE's future core activities.

#### *The College of Social Work*

These funds represented monies provided by the DH to contribute to the development of the national college of social work.

The College of Social Work ("TCSW") was incorporated as a company limited by guarantee (Company Number 07499397, England and Wales) on 20 January 2011. On 31 March 2012, the assets and activities of TCSW were transferred from SCIE to TCSW which became operational from 1 April 2012. The transfer value of funds from SCIE to TCSW was £377,163 on 31 March 2012.

The fund balance carried forward at 31 March 2012 will be applied towards meeting further costs to be incurred by SCIE in supporting the activities of TCSW during 2012/13.

#### *Dignity in Care*

These monies were provided by the DH to review and update SCIE's Dignity in Care practice guide.

#### *Social Care Research Gateway*

This fund represents funding from DH for SCIE, School for Social Care Research (SSCR) and the Social Care Workforce Research Unit (SCWRU) to jointly promote social care research and to improve quality in social care, by:

- promoting the specific contribution of social care research;
- building capacity within the social care research community;
- sound and participative methodologies for social care research; and
- active dissemination of social care research findings into practice

#### *CPRU Maltreatment*

This fund from Children's Policy Research Unit (CPRU), is used to deliver a project on child maltreatment for CPRU's healthcare provision theme.

#### *PSSRU Knowledge*

This represents monies from the London School of Economics for SCIE's involvement in policy research on knowledge transfer in social care.

## Notes to the financial statements 31 March 2012

### 14 Restricted funds (continued)

#### *Joseph Rowntree Foundation/SCIE seminar*

This project, funded by the Joseph Rowntree Foundation is to stimulate and contribute to discussions around the development of personalisation/person centred support. There is a particular aim for the project to support the involvement of service users and carers and frontline practitioners in these discussions.

#### *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.

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

### 15 Designated funds

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

|              | At<br>1 April<br>2011<br>£ | New<br>designations<br>£ | Utilised/<br>released<br>£ | At<br>31 March<br>2012<br>£ |
|--------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Project fund | 205,637                    | -                        | (205,637)                  | -                           |

The project fund represented monies set aside to fund projects which were ongoing at 31 March 2011. These were fully utilised during the year.

### 16 Analysis of net assets between funds

|   | Restricted<br>funds<br>£ | Unrestricted funds   |                                       | Total<br>2012<br>£ |
|---|--------------------------|----------------------|---------------------------------------|--------------------|
|   |                          | General<br>fund<br>£ | Tangible<br>fixed assets<br>fund<br>£ |                    |
| <b>Fund balances at 31 March 2012<br/>are represented by:</b> |                          |                      |                                       |                    |
| Tangible fixed assets   | 1,789                    | —                    | 423,100                               | <b>424,889</b>     |
| Net current assets  | 7,395,380                | 4,269,840            | —                                     | <b>11,665,220</b>  |
| Pension liability   | —                        | (5,612,000)          | —                                     | <b>(5,612,000)</b> |
| <b>Total net assets</b>                                       | <b>7,397,169</b>         | <b>(1,342,160)</b>   | <b>423,100</b>                        | <b>6,478,109</b>   |

## Notes to the financial statements 31 March 2012

### 17 Leasing commitments

Operating leases

At 31 March 2012, the charity had annual commitments under non-cancellable operating leases as follows:

|                                | Land and buildings |           | Other        |           |
|--------------------------------|--------------------|-----------|--------------|-----------|
|                                | 2012<br>£          | 2011<br>£ | 2012<br>£    | 2011<br>£ |
| Operating leases which expire: |                    |           |              |           |
| Within one year                | —                  | 215,701   | —            | —         |
| Between one to two years       | —                  | —         | 1,727        | 14,641    |
| Between two to five years      | 400,717            | —         | —            | —         |
|                                | <b>400,717</b>     | 215,701   | <b>1,727</b> | 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 2010, showed that the market value of the scheme's assets were £3,085 million and that the actuarial value of those assets represented 71.4% 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 6.75% per annum and that salary increases would average 4.5% per annum. No allowance was made for possible discretionary increases in pensions beyond those prescribed in the scheme rules. The next formal valuation is at 31 March 2013.

Trustees receive regular reports on the pension scheme and monitor its performance. The board has agreed a policy of building a reserve to meet its potential future liabilities.

#### FRS 17

Financial Reporting Standard 17 "Retirement Benefits" (FRS 17) requires the surplus or deficit on the Scheme as at 31 March 2012, 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 2012, the actuaries have rolled forward the actuarial value of the assets and liabilities at 31 March 2010.

## Notes to the financial statements 31 March 2012

### 18 Pension commitments (continued)

#### FRS 17 (continued)

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

|                                      | 2012<br>%<br>per annum | 2011<br>%<br>per annum |
|--------------------------------------|------------------------|------------------------|
| Rate of increase in salaries         | 4.3                    | 4.4                    |
| Rate of increase in pension payments | 2.5                    | 2.9                    |
| Discount rate                        | 4.6                    | 5.5                    |
| Rate of inflation - RPI              | 3.3                    | 3.4                    |
| Rate of Inflation - CPI              | 2.5                    | 2.9                    |

The mortality assumptions used were as follows:

|  | 2012<br>years | 2011<br>years |
|--|---------------|---------------|
| Longevity at age 65 for current pensioners |               |               |
| . Men                                      | 22.7          | 22.6          |
| . Women                                    | 25.3          | 25.2          |
| Longevity at age 65 for future pensioners  |               |               |
| . Men                                      | 24.1          | 24.0          |
| . Women                                    | 26.8          | 26.8          |

The net movement in the FRS17 liability during the year was:

|  | 2012<br>£'000s | 2011<br>£'000s |
|--|----------------|----------------|
| Net deficit in scheme at 1 April         | (2,909)        | (2,685)        |
| Current service cost                     | (453)          | (506)          |
| Past service gain                        | —              | 735            |
| Net interest                             | (81)           | (99)           |
| Employer contributions                   | 472            | 296            |
| Actuarial losses                         | (2,641)        | (650)          |
| <b>Net deficit in scheme at 31 March</b> | <b>(5,612)</b> | <b>(2,909)</b> |

Total expenditure recognised in the statement of financial activities (SOFA)

|   | 2012<br>£000s | 2011<br>£000s |
|---|---------------|---------------|
| Current service cost                        | (453)         | (506)         |
| Interest cost                               | (683)         | (655)         |
| Expected return on scheme assets            | 602           | 556           |
| Past service cost                           | —             | 735           |
| <b>Total expenditure recognised in SOFA</b> | <b>(534)</b>  | <b>130</b>    |
| Employer contributions                      | 472           | 296           |
| <b>FRS17 charge</b>                         | <b>(62)</b>   | <b>426</b>    |

## Notes to the financial statements 31 March 2012

### 18 Pension commitments (continued)

FRS 17 (continued)

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

|   | 2012<br>£000s  | 2011<br>£000s |
|---|----------------|---------------|
| Actual return less expected return on pension scheme assets                   | (497)          | (263)         |
| Experience gains and losses arising on the scheme liabilities                 | (3)            | (568)         |
| Past service gain   | —              | 735           |
| Changes in the assumptions underlying the present value of scheme liabilities | (2,141)        | 181           |
| <b>Total amount (charged) credited to the STRGL</b>                           | <b>(2,641)</b> | <b>85</b>     |

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 £5,116,000.

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

|                                       | 2012<br>£000s | 2011<br>£000s |
|---------------------------------------|---------------|---------------|
| Scheme liabilities at 1 April         | 12,238        | 11,454        |
| Current service cost                  | 453           | 506           |
| Interest cost                         | 683           | 655           |
| Contributions by scheme participants  | 203           | 208           |
| Past service gain                     | —             | (735)         |
| Actuarial losses                      | 2,144         | 387           |
| Benefits paid                         | (307)         | (237)         |
| <b>Scheme liabilities at 31 March</b> | <b>15,414</b> | <b>12,238</b> |

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

|  | 2012<br>£000s | 2011<br>£000s |
|--|---------------|---------------|
| Unfunded scheme liabilities at 1 April         | 73            | 78            |
| Interest cost                                  | 4             | 4             |
| Past service gain                              | —             | (4)           |
| Actuarial losses (gains)                       | 6             | (1)           |
| Benefits paid                                  | (4)           | (4)           |
| <b>Unfunded scheme liabilities at 31 March</b> | <b>79</b>     | <b>73</b>     |

## Notes to the financial statements 31 March 2012

### 18 Pension commitments (continued)

FRS 17 (continued)

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

|  | 2012<br>£000s | 2011<br>£000s |
|--|---------------|---------------|
| Fair value of scheme assets at 1 April         | 9,329         | 8,769         |
| Expected return on scheme assets               | 602           | 556           |
| Actuarial losses                               | (497)         | (263)         |
| Contributions by employer                      | 472           | 296           |
| Contributions by scheme participants           | 203           | 208           |
| Benefits paid                                  | (307)         | (237)         |
| <b>Fair value of scheme assets at 31 March</b> | <b>9,802</b>  | <b>9,329</b>  |

The actual return on the scheme assets in the year ended 31 March 2012 was a gain of £106,000 (2011: gain of £860,000).

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

|                                     | Expected<br>return at<br>31 March<br>2012<br>% | Value at<br>31 March<br>2012<br>£'000 | Expected<br>return at<br>31 March<br>2011<br>% | Value at<br>31 March<br>2011<br>£'000 |
|-------------------------------------|--|---------------------------------------|--|---------------------------------------|
| Equities                            | 6.4  | 6,862                                 | 7.5  | 6,484                                 |
| Government bonds                    | 3.3  | 392                                   | 4.4  | 625                                   |
| Other bonds                         | 4.6  | 980                                   | 5.1  | 886                                   |
| Property                            | 5.4  | 1,372                                 | 6.5  | 1,045                                 |
| Cash                                | 0.5  | 196                                   | 0.5  | 289                                   |
| <b>Total market value of assets</b> |  | <b>9,802</b>                          |  | <b>9,329</b>                          |

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.

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 rates of return on equities and property have been determined by setting an appropriate risk premium above gilt/bond yields having regard to market conditions.

## Notes to the financial statements 31 March 2012

### 19 Pension commitments (continued)

FRS 17 (continued)

Amounts for the current and previous four periods are as follows:

|   | <b>31<br/>March<br/>2012<br/>£'000s</b> | 31<br>March<br>2011<br>£'000s | 31<br>March<br>2010<br>£'000s | 31<br>March<br>2009<br>£'000s | 31<br>March<br>2008<br>£'000s |
|---|---|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Fair value of assets                        | <b>9,802</b>                            | 9,329                         | 8,769                         | 6,081                         | 6,425                         |
| Present value of scheme liabilities         | <b>(15,414)</b>                         | (12,238)                      | (11,454)                      | (7,494)                       | (8,103)                       |
| Deficit in scheme                           | <b>(5,612)</b>                          | (2,909)                       | (2,685)                       | (1,413)                       | (1,678)                       |
| Experience adjustment on scheme assets      | <b>(497)</b>                            | (263)                         | 1,806                         | 1,956                         | 658                           |
| Percentage of scheme assets                 | <b>(5.1%)</b>                           | (2.8%)                        | 20.6%                         | 32.2%                         | 10.2%                         |
| Experience adjustment on scheme liabilities | <b>3</b>                                | 568                           | —                             | —                             | (330)                         |
| Percentage of scheme liabilities            | <b>(0.0%)</b>                           | (4.6%)                        | 0%                            | 0%                            | (4.0%)                        |

#### Contributions

The total contributions made by the employer in the year, were £481,575 (2011 - £307,279). The level of contribution will be reviewed as a result of the triennial valuation of the scheme as at 31 March 2013.

The best estimate of contributions to be paid by the charity to the scheme for the year ending 31 March 2013 is £476,000.

## 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 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.