



Annual Report

2018-2019

Providing support for adults &
children with a learning disability
and their families since 1951

Contents



Page 3 Foreword by Chris Booth-Mayblin

Page 4 What we do

Page 5 A year in numbers

Pages 6-7 Our priorities for the future

Pages 8-9 2019 in focus: Be the voice of learning disability in Sheffield

Pages 10-11 2019 in focus: Aim for excellence in our current services

Page 12-13 2019 in focus: Build and grow our charity

Pages 14-15 Thank you to our sponsors and funders

Pages 16-17 Accounts

Foreword

It's been another busy, exciting and successful year at Sheffield Mencap & Gateway.

Our work with carers was given a much-needed boost with major funding from the National Lottery Community Fund. Our Children's projects continue to go from strength to strength; we've expanded and relaunched several of them and introduced a new project offering a healthy lifestyle programme for children and their families. We are now proud to offer seven projects for children in the evenings and at weekends.

One of our key aims is for people with learning disabilities to reach their full potential and our extensive learning and development hub continues to attract increased numbers. We have also been really pleased with the fantastic response to our relaunched Gateway club, with major events such as Glam Rock night. Providing a friendly, and welcoming space for people with learning disabilities and their families is a key priority for us and nothing does it better than our monthly (and now award winning!) Sunday Lunch Club where carers and their loved ones come together over a roast dinner.

Our sports and activity programme has expanded and now boasts football and cricket teams and tea time snooker sessions, which has begun to attract young women as well as young men. Our Thursday Fitness Fanatics club offers a huge range of activities, from dance to aerobics.

All of this work could not be successfully delivered without our dedicated staff team and our wonderful volunteers – currently over 180 of them. Our extensive student placement programme across all disciplines brings us fresh energy and ideas and is a real boost to many of the teams.

We are a truly thriving organisation and our committed board of Trustees makes sure that our organisation is well run, professional and operates with dignity and respect to all, and that above all Sheffield Mencap and Gateway is financially sound. I hope you enjoy reading more about the past year – and our plans for the future – in this 2019 Annual Report.

Many thanks to everyone,
Chris Booth-Mayblin.



What we do



"My sister had many happy years as a member of Gateway so I see my role as giving something back to a wonderful service. I've met so many lovely people, members and staff, and it's not like a job to me I get so much out of just being there." Darren, Volunteer.

“My relative has come out of his shell since joining Mencap. His communication with other people has really improved. Well done to staff.” Carer of ALH member.

“When I first came I was a bit nervous but then when I walked in, everyone was like ‘hello’ and wanted to be my friend. It was really nice.” Member of our Radio Group.

"It makes me feel good. I am strong and fit and love being part of a team."
Emily, member of the Lionesses football team.

"The exercise helps me get about and I have a good time coming down here. Staff show me what to do and look after me." Kay, member of Fitness Fanatics

A year in numbers

66 new carers have registered with us. We now support a total of 1069 carers in Sheffield.

£600 raised at our first ever Summer Fair

52 Future Housing plans completed by our Carers team

20 families supported by our SNIPs project

152 new volunteers

23 goals scored by The Lions

Total weight loss of 140.4 Lbs by children on our SHINE project

15 goals scored by The Lionesses

14 podcasts produced and uploaded to Soundcloud by our Radio Project

18 different fitness activities delivered throughout the year

50 new games and songs learnt by children in our Shine Out on Saturdays group

15 runners took on the Sheffield 10K raising £1000 in sponsorship

15 'COPe Roadshow' dates, bringing our new Carers Outreach Project to community venues across the city

24 Communicate sessions delivered

Both our Lions and Lionesses football teams have played 18 matches each this year

1089 people informed about cancer symptoms and screenings through our Be Cancer Safe work

16 businesses donated prizes to our Christmas Fair, more than ever



13,063 hours served by volunteers which has an equivalent worth of £146,959

Our priorities for the future

As our Chair, Chris, has already described in her foreword to this report, 2019 has been a busy and successful year. It has not been without its challenges of course, but I have been proud and heartened to see our team of staff and volunteers work as hard as ever to deliver an exceptional service to our members and their families.

At the end of 2018, we launched a new business strategy with three core objectives; we have been working hard to progress within these areas and I am delighted to share with you what we have achieved in the next few pages of this report.

As we move into 2020, our business strategy continues to provide the framework within which we will focus our efforts. We have priorities under each of our objectives:



Be the voice of learning disability in Sheffield

Health and social care issues continue to be a major cause for concern for us, our members and their families. We will make sure that our members' views are heard and listened to by statutory services in Sheffield by continuing to actively participate on health boards and other forums and building on our existing relationships with statutory organisations.

We are trying to secure funding to employ an Engagement Worker to ensure that full and proper consultation with everyone using our services is ongoing, and that our members' views shape not just our services, but other services - including statutory - throughout the city.

We will continue to speak up for people with learning disabilities in Sheffield using public platforms including social media and the local press and radio.

Aim for excellence in our current services

In 2020 we will identify and implement a bespoke quality system across our organisation to ensure that we are offering what people want and need from our charity. Following the consultation on our Activity and Learning Hub, we will focus on implementing the recommendations made in the report to improve this service. We are looking to continue modernising and improving our Gateway social clubs and, where practical and affordable, we will make improvements to our facilities.

Financial sustainability, safety and compliance in all areas of our work and our governing structure remain at the forefront of our priorities. This year we also plan to modernise our charitable objects to reflect current thinking and changes in society.

Build and grow our charity

We are planning a lot of new activity for 2020 and are confident that our charity will grow to new levels and reach more people needing our support than ever before. We are proactively seeking out new partnerships in Sheffield, so that we can offer more community-based activities to more people.

We are accelerating our work on improving the health of our members, launching a new “Women’s Health at Mencap” project, in which we will support up to 100 women with learning disabilities to access Annual Health Checks and/or cancer screening programmes.

We are also seeking funding to employ a learning disability nurse at Sheffield Mencap. This year we will launch a new pilot project – ‘Going to Work’ - which is funded by Lloyds Bank Foundation and will give eight adults with a learning disability a supported volunteering placement for 12 months. We are the only organisation in the country chosen to run this pilot so we are extremely excited to get started and hopefully equip the individuals involved with the confidence and skills to sustain their placement beyond the 12 month period.

We will continue to expand our marketing, and with a new Head of Children’s Services now in post, we intend to connect with schools and colleges so that more people know about us, and how we can help those with learning disabilities and autism from a very early age.

There is a lot to be done and in today’s particularly turbulent political climate, we don’t know what changes the coming months will bring. However, we at Sheffield Mencap & Gateway will remain focussed on achieving our goals whilst being responsive and adapting to changes in the world around us. I for one am really looking forward to the year ahead.



2019 in focus: Be the voice of learning disability in Sheffield

We support around 600 people with learning disabilities and their family members in Sheffield every week. We gain a huge amount of insight into the issues that are faced by the learning disability community. We therefore have a responsibility to bring these issues to the attention of those with the power and influence to make positive change. We also want to be a voice for people with learning disabilities, engaging with our members (and those we don't support) to increase awareness of issues and to ensure that people with a learning disability do not face inequality or exclusion.



What have we done?

In 2019 we have focused much of our work under this objective on health and well being. Here are some examples of what we have done in the past 12 months:

'Our Health'

We were commissioned by Healthwatch Sheffield as part of its 'Speak Up' campaign, to carry out a study amongst our members about Annual Health Checks (AHCs). In particular, the awareness of AHCs and the standard of care received during AHCs. Our research culminated in a report, 'Our Health' which has recently been published by Healthwatch Sheffield. Our findings indicated that there is a lack of consistency in the standards of care delivered in general practices (GPs). We also found that those people with mild-moderate learning disabilities that receive little or no regular support, are unlikely to know about and therefore access their AHCs.

We have made a series of recommendations, which include funding to support organisations like ours to help people with learning disabilities access AHCs, to promote good health and to ensure issues are detected early. We have issued a press release to local media outlets, Sheffield City Council and other health partners, as well as using social media to highlight these issues and to encourage the uptake of our recommendations.

Be Cancer Safe

Working as part of a coalition with Mind and Sheffield Carers Centre, we were commissioned to help raise awareness of cancer symptoms and screenings. The objective of the programme was to engage typically 'hard to reach' people in Sheffield, which includes people with learning disabilities, carers and people with mental health conditions.

Natalie Shaw - a member of our team who has lots of experience of working with people learning disabilities - was trained as a 'Cancer Ambassador' and she took on the role of spreading the 'Be Cancer Safe' message far and wide in Sheffield. Hosting a total of 11 events – in and out of Sheffield Mencap – she reached a total of 1089 people, speaking to people with learning disabilities, their families and their support staff, about the important signs to look out for, prevention and about the importance of accessing screenings. Natalie was even chosen by Sheffield City Council to feature in a promotional film alongside a woman that we support, who has booked in for a cervical screening with her GP since speaking to Natalie.



Defining 'What we think'

As part of our commitment to being the voice of learning disability in Sheffield, we recognise the importance of defining exactly what we think about the big issues affecting people with learning disabilities and their families, and the changes we want to see. This year, we have started a conversation with our team of staff and volunteers to invite their input so that 'what we think' does accurately represent us as an organisation. We are focusing on four 'big issues' that we believe are most pressing and demand action now:

- Health, well being and healthcare
- Childhood and transition
- Adult support
- Carers support

In 2020, we will compile the input from our staff and volunteers to define what we think on these four issues. This will strengthen our campaigning activity, helping us to speak up more loudly about the issues affecting people with learning disabilities.

2019 in focus: Aim for excellence in our current services

At Sheffield Mencap & Gateway, one of our key strengths is our ability to support people with learning disabilities from childhood through to old age, and to provide valuable support to their families. We are there for learning and development, for well being, lifestyle and social activities as well as providing practical support and planning for family members, often through very difficult and complex situations.

Offering such a breadth of services, with a relatively small team demands that our focus on delivering excellence never wavers, and that we are constantly asking 'can we do this better?' In 2019, we have been working hard to assess and improve many different areas of the charity.



Activity & Learning Hub

We have maintained AQA qualifications for our accredited learning, receiving excellent feedback from AQA on the quality of work with our group members. Whilst ALH has continued to attract new members throughout the year, we want to make sure that we are delivering what people want now and in the future. To help us do this, we have undertaken a detailed consultation with members, carers and professionals and we have a set of recommendations which we will be implementing in 2020.

New roles and procedures

We have invested in management roles for our Gateway, Children's and Carers services to ensure they are delivered effectively, in a focused way with defined goals and action plans. We have introduced a new database within the carers service so we can log and track all outcomes of the services we provide, enabling us to reflect on and assess how well we are benefiting the carers we support.

We have paid particular attention to our internal communications, to encourage openness and collaboration throughout the organisation and we have established a HR sub-committee to review our policies, procedures and training for the organisation.

Working with external partners

We have been working closely with Sheffield City Council to develop new models for the delivery of day services and children's services.





An Award Win!



In October 2019, we were delighted to win the Age Friendly Project of the Year Award from Age UK Sheffield, for our Sunday Lunch Club. SLC has run once a month for 17 years and we have 41 people attending on a regular basis.

The group provides an opportunity to socialise, the chance to build friendships and support each other, as well as having a home cooked meal. It is for older family carers of people with learning disabilities and the person they care for, and older people with learning disabilities who live independently. To ensure the group maintains its excellent standards, the team has made adjustments through the years, getting to know members and using our expertise in older carer and learning disability support to recognise and react to their changing needs as they grow older.

This includes how the menu is presented, what food is served, where people sit and how volunteers are matched to particular members. The SLC team does a brilliant job of delivering an enjoyable and valued service to members and we are so pleased that they have been recognised for this amazing work.



2019 in focus: Build and grow our charity



Our charity has grown in 2019, not just in the number of members and carers that we support, but in the breadth of services that we offer and the diverse ways in which we deliver these services to the learning disability community in the city.

A focus on fitness, health & wellbeing

We have secured involvement in a range of innovative projects and programmes related to improving the health and wellbeing of people with learning disabilities, such as Be Cancer Safe and Our Health, a consultation with members on Annual Health Checks. We have developed new partnerships to help us deliver services in this area, such as the Shine Health Academy and we have recently secured grant funding for a new Women's Health Project.

Our charity is passionate about improving health outcomes and health services for people with learning disabilities and the work we have done this year is helping us to develop our expertise and become known for this specialism. Our sports activities, including Fitness Fanatics for adults and children, our Lions and Lionesses football teams and a cricket group, have continued to go from strength to strength. We now offer sports sessions on four evenings each week, two full days and at weekends, and we have started to link up with other Mencap groups in the region to host tournaments.

Expanding our networks

We have improved links with local schools and colleges to increase awareness of what we do and to encourage more signposting to our services. We have built relationships with Hillsborough College, Sheaf Training Centre, Seven Hills School, Talbot School, Bents Green School and Freeman College and we continue to attend events and make introductions with others to ensure that no parent is unaware of our services

Being more visible

By investing in our marketing activity, we are gradually building our profile locally so that more people know who we are and what we do. We have made Sheffield Mencap & Gateway more accessible to more people by expanding the places that we offer services; for example, our new Carers Outreach Project is entirely community-based.

Recognising that we have a fantastic location and facilities at Norfolk Lodge, we have opened up our venue to other community groups and this is helping us to forge links in the community. The Mavericks Boccia Club now uses our sports hall regularly and in the summer during Learning Disability Awareness Week, we hosted a city-wide boccia tournament, welcoming teams of all abilities to our home at Norfolk Lodge.

Carers Outreach Project (COPE)

In April, we launched our new Carers Outreach Project (COPE) with funding from the National Lottery Community Fund. The project brings carers and the person they care for together to form community peer support groups. The groups will run fortnightly and adopt a time-bank model; half of the carers will oversee the group, whilst the other half of the carers enjoy a day of respite. The groups will also provide an opportunity to spend time with other carers in a similar situation, to offer support, advice and help to each other.

We recruited a dedicated team of two project workers and a project manager, who have done an excellent job of building links with community groups and support networks to reach more carers throughout the city. The COPE 'roadshow' hosted 15 drop-in style events across the city for carers to find out more and the 'Cope on Tour' visited eight venues to offer taster sessions. The team has held more than 65 meetings with other organisations and services in Sheffield and has one support group up and running and a further three due to start in December and the new year. This community-based outreach service is the first of its kind in Sheffield and paves the way for sustainable carer-led support in the city.



Thank you to our sponsors & funders



THE GEORGE A MOORE
FOUNDATION

ESTABLISHED 1970



Sheffield Town Trust
dedicated to supporting good causes in Sheffield



Open Gate

A small scale environmental
and sustainable development
charity



THE IRONMONGERS' COMPANY



the JG GRAVES CHARITABLE TRUST
a registered charity



PERSIMMON
Together, we make a home



The
Henry Smith
Charity

founded in 1628

The **Percy Bilton** Charity



ST. JAMES'S PLACE
CHARITABLE FOUNDATION





The W.G. Edwards
Charitable
Foundation

The Baily Thomas
Charitable Fund

The Company of
Cutlers in Hallamshire



Sheffield Church Burgesses Trust

Ecclesiastical, educational and other charitable support in Sheffield



Swann-Morton



Gay & Peter Hartley's
HILLARDS Charitable Trust

TRELIX™
AN ALTISOURCE® BUSINESS UNIT



LLOYDS BANK
FOUNDATION
England & Wales



THE CLOTHWORKERS'
FOUNDATION

The Hugh Neill Charity
The Whalley White Charitable Trust
Dixon Pitchfork Charitable Trust Fund
Elsie Lawrence Trust
The Harry Bottom Charitable Trust
H M Burdall Charity
Barbara A Shuttleworth Memorial Trust
The James Wise Charitable Trust
Marjorie Coote Old People's Charity Fund
May Hearnshaw Charitable Trust
The Dorothy Pamela CIO
The Raven Charitable Trust
The Barnabas Charitable Trust

Accounts

SHEFFIELD MENCAP

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2019

	YEAR END 31 MAR 19 RESTRICTED £	YEAR END 31 MAR 19 UNRESTRICTED £	YEAR END 31 MAR 19 TOTAL £	YEAR END 31 MAR 18 TOTAL £
Income from:				
Donations, legacies & similar income	59,220	95,418	154,638	158,536
Charitable activities	95,040	506,589	601,629	575,128
Other trading activities	-	9,930	9,930	11,055
Total income	<u>154,260</u>	<u>611,937</u>	<u>766,197</u>	<u>744,719</u>
Expenditure on:				
Fund-raising	-	36,398	36,398	22,190
Charitable activities:				
Social activities & projects	52,024	129,509	181,533	179,854
Training & support projects	53,084	490,804	543,888	528,155
Governance	-	13,401	13,401	11,178
Total expenditure	<u>105,108</u>	<u>670,112</u>	<u>775,220</u>	<u>741,377</u>
Net income / (expenditure) for the year	49,152	(58,175)	(9,023)	3,342
Transfer between funds	(16,729)	16,729	-	-
Net movement in funds	32,423	(41,446)	(9,023)	3,342
Total funds brought forward	<u>31,635</u>	<u>523,785</u>	<u>555,420</u>	<u>552,078</u>
Total funds carried forward	<u>64,058</u>	<u>482,339</u>	<u>546,397</u>	<u>555,420</u>

SHEFFIELD MENCAP

BALANCE SHEET

AS AT 31 MARCH 2019

	31 MAR 19		31 MAR 18
	£	£	£
Fixed Assets			
Tangible Assets		191,169	186,825
Investments		<u>250</u>	<u>250</u>
		191,419	187,075
 Current Assets			
Stock		727	692
Debtors and prepayments		89,022	92,557
Cash at bank and in hand		<u>292,712</u>	<u>298,598</u>
		382,461	391,847
 Creditors:			
Amounts falling due within one year		<u>27,483</u>	<u>23,502</u>
 Net current assets		<u>354,978</u>	<u>368,345</u>
 Net assets		<u>546,397</u>	<u>555,420</u>
 Funds			
Restricted income funds		64,058	<u>31,635</u>
Unrestricted funds:			
General funds		234,812	271,364
Designated funds		<u>247,527</u>	<u>252,421</u>
		482,339	523,785
Total funds		<u>546,397</u>	<u>555,420</u>







Contact us

Telephone: 0114 2767757

Email: mencapoffice@sheffieldmencap.org.uk

Address: Norfolk Lodge, Park Grange Road,
Sheffield S2 3QF

Website: www.sheffieldmencap.org.uk

Follow us on social media:



@SheffieldMencap



@SheffieldMencapAndGateway



@SheffieldMencapGateway