

**CHARITY NO: SC026233**

**COMPANY NO: SC313463**

**YOUTH COMMUNITY SUPPORT AGENCY**

**(A company limited by guarantee)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2017**

**YOUTH COMMUNITY SUPPORT AGENCY**

**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

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**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Trustees:</b>	Asim Khan	Chair
	Morad Bhatti	Treasurer
	Fariha Thomas	(terminated 29 April 2017)
	Mohammed Abdur Rajak	(terminated 10 August 2016)
	Anwari Begum Din	(appointed 21 February 2017)
	Shehla Sameen Ihsan	(appointed 21 February 2017)
	Shabana Naz	(appointed 21 February 2017)

**Manager:** Chief Executive - Umar Ansari (until June 2017)  
Fariha Thomas (interim manager from May 2017)

**Principal Office:** 48 Darnley Street  
Glasgow  
Lanarkshire  
G41 2SE

**Charity Number:** SC026233

**Company Number:** SC313463

**Independent Examiners:** Wylie & Bisset LLP  
168 Bath Street  
Glasgow  
G2 4TP

**Bankers:** Bank of Scotland  
Bridgewater Shopping Centre  
Erskine  
PA8 7AA

## **YOUTH COMMUNITY SUPPORT AGENCY**

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### **Report of the Trustees for the year ended 31 March 2017**

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2017.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

The legal and administrative information on page one forms part of this report.

#### **Directors and Trustees**

The directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees who served during the year and since the year end (unless otherwise stated) were as follows:

Asim Khan (Chair)  
Mohammed Abdur Rajak (Secretary resigned 10 August 2016)  
Morad Bhatti (Treasurer)  
Fariha Thomas (resigned 29 April 2017)  
Shehla S. Ihsan (appointed 21 February 2017)  
Anwari Din (appointed 21 February 2017)  
Shabana Naz (appointed 21 April 2017)

No Trustee holds the title to property belonging to the charity.

#### **OBJECTIVES AND ACTIVITIES**

##### **BACKGROUND**

YCSA was founded in 1995 and has been working with young people aged 12 – 25 years since then. YCSA obtained charitable status in 1997. It became a Company Limited by Guarantee in 2006.

##### **PURPOSE AND AIMS**

The Memorandum of Association states that the Company's objects are to relieve poverty and advance education among the young Black and Minority Ethnic (BME) population between the ages of twelve and twenty five and in furtherance thereof to:

- Empower BME young people particularly women and girls to meet their needs and to be able to confidently make informed choices
- Provide BME young people access to culturally sensitive environments and services
- Provide counselling advice for BME young people through a "single door" system in all social issues which affect their well being

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- Facilitate use of networks, which incorporate referral systems and partnership approaches with statutory bodies such as Education and Social Work Departments, Housing agencies, Benefit agencies, Voluntary organisations and other relevant agencies
- Organise training that will assist young people from BME communities in improving personal skills, support and confidence building techniques and basic information technology skills. Such training to include improving life chances of employment and creating direct links with School Careers Officers, Job agencies and independent employers
- Pursue research in areas of extended needs for BME youth, publish outcomes and seek redress
- Carry out outreach work; and
- Train and facilitate the development of volunteers by networking with voluntary groups and agencies with a view to sessional employment

The vision of the organisation, ever since it was established, has been to deliver services that empower Black and Minority Ethnic (BME) young people to embrace their true potential to enable them to become active and valued members of a diverse community. The organisation aims to support young people in developing the confidence, skills and leadership ability to be successful in life.

### **THE FOCUS OF OUR WORK**

With over 20 years experience, the organisation has grown in expertise, working with young people especially those from Black and Minority Ethnic (BME) communities in Glasgow. The organisation provides a range of services to young people, with an emphasis on work with those living in poverty and deprivation, who have difficult family circumstances, are involved in, or are on the fringes of behaving anti-socially or offending.

Services delivered during 2016/17 include: Volunteering; Counselling Services; Family Support; Control Alt Delete: Reboot Your Life (skills and confidence development, employability including Literacy/Numeracy/ ESOL); Connect Protect Respect (equalities and social justice); Ebara: Inspiring Identity, Prison Through Care Work, and New Routes Mentoring; Fair Play Violence Against Women work.

The work of Youth Community Support Agency is regularly reviewed, with quarterly statistical monitoring of a range of variables relating to service user origin and need, and an annual review of targets and effectiveness. This process is used to identify unmet needs and monitor continued requirements for existing services.

New and expanded projects stem from this analysis of service user need, and successful funding applications to meet this need. YCSA is currently undergoing a wider review of our work to ensure we are still focussed on the priority needs of BME young people in the fast changing environment of Glasgow.

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### **ENSURING OUR WORK DELIVERS OUR AIMS**

YCSA services are provided through structured programmes and individual support plans that are designed taking young people's experiences and feedback into account. The services are tailored to individual needs and are sensitive to differences in young people's culture and religion. Through the provision of numerous services, the organisation has gained a good understanding of structures, norms, and levels of cohesion among families. With this knowledge, we are able to make the appropriate needs analyses for the young people and also able to assess the knowledge, attitude, and practices within families so as to provide the required level of support.

We use a range of methods to evaluate our work including a lifemap tool that helps measure change and progress for the individual young person.

### **NUMBER OF STAFF 2016/17**

Over the year 2016/17, the organisation's staffing levels have fluctuated in accordance with funding levels ranging from a height of 8 full time and 5 part time posts to the current 5 full time and 4 part time. Over the year 34 volunteers have assisted with delivery of services. Volunteers include young people co-mentoring their peers, artists, counsellors, and other support and development roles. We also had a 4 month placement (March - June 2017) from a 3<sup>rd</sup> Year community work student who contributed considerably to the work of the YCSA team and has stayed on as a volunteer.

The Chief Executive, Umar Ansari left YCSA as at 30 June 2017. Since his departure an interim manager has been appointed and it is envisaged that a replacement 'lead' will be advertised and installed in due course.

### **PROJECTS REPORT SUMMARY**

In the past year YCSA has provided direct services to over 450 young people with additional support to families and impact on wider service provision in supporting awareness of the needs of the range of BME groups in Scotland and the importance of culture and diversity aware service provision.

Our intensive model of support with 1:1 support to all service users, many of whom also benefit from a range of other YCSA services, means that we are focussing on providing a quality service to the most vulnerable rather than chasing numbers.

YCSA has however been undertaking a review of our service model, and hope in future to provide a broader range of services in a preventative manner to the communities within which we operate, alongside our more intensive services.

### **CtrlAltDelete- Reboot Your Life**

YCSA's 'CtrlAltDelete' is a developmental programme, empowering young people to take control of their lives, identify barriers and areas of need and find alternatives in order to become confident individuals, effective contributors and volunteers, successful learners and responsible citizens. Support is predominantly focussed on young people, aged 16 – 25, from Black and Minority Ethnic backgrounds (BME) and is based around increasing engagement in employment, education and social contexts.

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Individual care plans are developed with each client, with regular review sessions to identify areas of need and support is offered in intensive one to one and group sessions. Every client of Ctrl Alt Delete is provided with focussed sessions outwith group programmes to follow up on progress made and ensure appropriate goals are set. They are also invited to take up other YCSA support services if required, such as counselling.

In the funding period 2016/17 the CtrlAltDelete team was funded primarily by the Scottish Government's People and Communities Fund and Glasgow City Council/ Community Planning Partnership's Integrated Grant Fund. We got further match funding from Cash Back for Communities and Awards for All to pay for part-time project workers to support the work of the team and deliver programme objectives .

#### PCF Milestones

- 120 clients engaged with the service (Target: 100)
- 5 programmes, 100 sessions (Target: 9 Programmes, 104 sessions)
- 95 programme graduates (Target 80)
- 70 young people successfully accessing work or education (Target 65)
- 48 communication and literacy workshops (Target 20)
- 337 Individual one to one support sessions (Target 300)
- 9 Mentors recruited and matched (Target 10)
- 11 Young people co-facilitating programmes (Target 10)
- 13 blogs written by young people and creation of media (film, photo)
- 77 young people taking up a new activity (Target 80)

#### IGF Milestones:

- 8 young people attending young leaders and personal development programmes and given the opportunity to progress onto YCSA's Youth Panel (Milestone: 10)
- 78% of young people attending support sessions and workshops in goal setting, values, leadership qualities and self-awareness reporting a positive impact in personal, social and professional contexts. (Milestone: 80%)
- 6 workshops based around social and digital inclusion, training 12 young people in ICT. (Milestone: 2 workshops training 10 young people).
- 90% of people receiving job seekers support reported a positive impact in employment or further education. (Milestone: 80%), 64% have accessed employment, training or volunteering opportunities.
- 74% of people receiving support in literacy, numeracy, digital and communication skills reported positive impact in employment or further education. (Milestone: 80%)
- 180 Young people engaged in structured activities/programmes and individualised sessions (Milestone: 100).
- Partner with 3 schools to provide skill building and youth development projects and support sessions to support 36 students (Milestone 2 schools, 40 students)
- 41 young people reporting more positive outcomes in education. (Milestone: 40)
- 34 young people supported to access or sustain further education opportunities with our support. (Milestone: 40)
- 29 young people participated in structured programmes. (Milestone: 25)
- 35 young people reported improved Literacy and Numeracy and communication skills in order to increase opportunities in the job market. (Milestone: 30)
- 54 young people are engaged with programmes based around culture and their environments. (Milestone: 55)

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- 36 young people engaged in workshops based around culture, arts, personal development and community. (Milestone: 35)

We work in an innovative way, using the interests of young people to help them recognise their abilities and potential, increase their confidence and engagement in wider society and develop planning and practical skills including improved language, literacy and numeracy skills.

#### Example 1

**New Home: Song writing Project:** <https://www.youtube.com/watch?v=72J2mi35fYA>

We ran a 40 hour music programme over three weeks with a group of 10 young people from diverse ethnic backgrounds to support them to explore their sense of belonging in the city of Glasgow. The programme was designed to enable the participants to develop their literacy and communication skills; increase in confidence; and connect with other people and places in the city. They took part in music making activities, took singing lessons, learned sound production techniques and engaged in conflict resolution, anger management, decision making and goal setting workshops. The project culminated in two Ctrl,Alt,Delete Sessions where they swapped lyrics with musicians Law Holt, Rick Redbeard, Anna MacDonald and Miss Irenie Rose via twitter to create a song. They then recorded and produced the songs. The artists also produced a version of their song.

*One participant told us:* 'I feel like Beyoncé'. 'The song writing project helped me to be strong and hopeful that one day all my dreams will come true that I just have to be strong.'

#### Example 2

**REPRESENT Media:** [https://www.youtube.com/channel/UCISCE9zmNDxhfYUF\\_Ed58og](https://www.youtube.com/channel/UCISCE9zmNDxhfYUF_Ed58og)

We ran a 10 week creative media programme aimed to support BME young people to learn the necessary skills to create and manage content for a youth led YouTube channel. The workshops covered elements of performance, photo/video shooting and editing, sound production, setting up a YouTube page and uploading content. This allowed young people to discover their talents, raise confidence and improve working with peers. As well as gaining technical experience, they were able to interact with young artists and learn more about the cultural and social aspect of their city. The lyrics and poetry are a form of expression that has empowered the young people to reflect on how they fit in their social environment.

Two young people were supported to become co-facilitators and one young person was assigned a mentor in beat boxing as a result of the talent he showed during the project. We were also able to find further opportunities for other participants at Glasgow Music Studios in production, rap and guitar and we supported one participant to receive tuition at the Royal Conservatoire of Scotland.

*One participant told us:* "This place has changed my life. I am a different person now. I used to get angry, but now I know I can do anything."

#### Example 3

**Photographic Identities Project:**

The programme brought together 10 young people from different BME backgrounds to reflect on their identities and representation. It was a combination of technical workshops on photography and personal development workshops on self awareness, stereotyping, storytelling, goal setting, identifying barriers, and action planning.



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They also planned an exhibition which gave them the opportunity to gain concrete skills in event management. Participants reported increased confidence, new friendships, improved ability to communicate and feeling more connected with people and places in the city.

People who visited the exhibition gave us the following feedback:

“This was an absolutely wonderful collection of photos, you all told fascinating stories about yourselves and I really enjoyed getting to know you.”

“Lovely, can YCSA make another course again like that please! For other young people can have the chance to make their dreams come true in photograph?”

“My reflection from this incredible photography project is that we should all be ourselves! Treat others as equals with no judgment or negativity. This exhibition has been peaceful and inspiring. Thank you all the young people, volunteers and staff have worked very hard – Well done!”

“Amazing photos. Good work all students and teachers. Congratulations to YCSA who support young people every day to keep them moving on. Congratulations students for your good hard work. You look like you are professionals. Keep it up. You can do more!”

As a direct result of the exhibition:

- MP Alison Thewliss requested a visit to YCSA and spoke to 18 young people about the issues they are concerned about.
- Glasgow Life requested to take the exhibition to be a part of their museum’s collections and consulted the YCSA panel on issues of access to and representation in cultural spaces. It has renewed a partnership to take new creative projects forward next year.
- The Glad Cafe requested to exhibit the photos for a month in April.

### **Individual Case Studies**

Client X is a young male 18 years old. He was referred to YCSA from the 16+ Education Services as being extremely socially isolated with very low confidence and difficulty interacting with other people. During the initial sessions with YCSA he identified that he had no friends and didn’t know how to speak to people. His goals for coming to YCSA were to gain confidence meeting new people, when speaking in front of a group and to feel more relaxed in a group environment. He identified that this gap in his skill set was stopping him from applying for further education or looking for work as he felt too anxious. This social anxiety meant he was unable to think about what he wanted to do in the future.

The client engaged in a number of YCSA structured group projects including Politactics (political engagement programme) and Film club and had regular 1:1 sessions with a member of staff to support him to set short term goals, monitor progress and develop self awareness. Group activities explored self awareness, goal setting, identifying skills and strengths, mental wellbeing, storytelling and communication. Through this he was given the chance to interact in a group setting, developing his leadership, communication and team work skills as well as identifying barriers he faces and steps to overcome these.

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After a period of 8 weeks he began to speak to other people in the group, he set himself challenges to speak to people he hadn't met before and he began to take on leadership roles within the group. He gave a speech at a YCSA Photography Exhibition and reported increased confidence, aspirations and communication skills. Now he is practising his new found skills outwith YCSA. He joined Toonspeak Theatre Company where he acted in a play, has applied for college, and is taking steps to build friendships outside YCSA. He works with a member of staff to set short term goals in this area, understand the progress he is making and set new goals. He told us:

"I don't know how I could ever thank you. Somehow I can now speak to people and I never thought I would be able to do that. It is thanks to you and your inspiration that I can now talk to people and meet new people. I never thought it could happen."

Client Y is a young male of twenty years old. He heard about YCSA's services through the Red Cross and has been working with YCSA since early 2016. During initial sessions, client Y stated that he did not have any interests and was looking for assistance in ICT, meeting people and navigating through employment. He wasn't comfortable with certain social exchanges such as: interacting with people for social purposes, language used within job interviews, social cues and managing stressful situations. He reported feeling bored and detached from the community.

He engaged in a number of YCSA activities such as ESOL, Politactics, Get into work and Digital Storytelling. This engagement, combined with 1:1 sessions gave him enough confidence to join personal development programmes outwith YCSA such as Venture Jam and the Princes Trust. Through these programmes he continued to develop communication skills, became more engaged and began to discuss his interests. One of these is football and he now engages with other YCSA members in social gatherings to play football and discuss other interests. This has been done outwith YCSA and participants arrange everything between themselves.

Following this Client Y felt able to work towards seeking employment and YCSA supported him to create a CV, take part in Marks and Spencer and Tesco work programmes, complete job applications and practice for interviews. He now works for Tesco and has been able to navigate issues surrounding visa and other paper work independently. His new found ability to manage social situations and communicate well has led him to become a co-facilitator at the ESOL class and a volunteer for the YCSA Collaborative Cooking Project. He is a member of the PVG scheme and has stated that he enjoys the responsibility of helping YCSA facilitators in delivering projects.

### **Counselling Service**

YCSA's Counselling Service is provided as part of the Glasgow City Council/ Community Planning Partnership IGF funded Youth and Family Support programme.

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Our Counselling Service is offered to young people aged 12 -25. Our targeted support work includes individual intensive support, group work, therapies, programmes, family interventions and volunteering. We offer both person centred and cognitive behavioural counselling therapies. The main focus of our work is to engage those young people deemed 'hard to reach', at risk of social exclusion and on the fringes of society. While our main focus is on providing counselling for young people, we also provide counselling support to parents where this will provide a positive impact on the young person.

This year has seen an increase in the counselling service's partnership working with schools and universities. Support is now provided in 7 schools city wide, and our working with universities has increased to 5 institutions which has seen 10 counselling volunteers provide therapeutic support over the year. This has enabled YCSA to exceed its targets for the Counselling service in 2016-2017.

In addition to the professional external 1:1 supervision arranged by the volunteer Counsellors, YCSA offers group supervision facilitated by the YCSA Senior Counsellor who coordinates the service.

In the funding period 2016/17 our outcomes were:

**1) PROJECTED OUTCOME MILESTONE: 60 young people engaged in programme in year April 2016 - March 2017 with a minimum of 75% reporting significant improvements in relationships and conflict management.**

- In the year between April 2016 to March 2017 a total of 112 vulnerable young people, predominantly from BME backgrounds, have participated in structured programmes addressing self awareness, relationships, conflict resolution and goal setting. This has been achieved in 1:1 sessions based around Cognitive Behavioural Therapy (CBT) and Person Centred Therapy approaches and through groupwork.
- 86% of young people reporting significant improvements.
- Increased attendance and attainment has been monitored through school pastoral care teams.

**2) PROJECTED OUTCOME MILESTONE 40 'at risk' young people engaged in intensive one to one support in year April 2016 - March 2017.**

- A total of 75 vulnerable young people have engaged with the 1:1 counseling service by end March 2017. Support has been provided in schools city wide where 48 young people from BME communities have received skilled 1:1 support. A further 27 young people have received 1:1 support in YCSA offices.

**3) PROJECTED OUTCOME: MILESTONE: 10 young people supported to see a significant reduction in offending behaviour and attitudes.**

- 11 'at risk' young people have been supported through Cognitive Behavioural Therapy sessions in groups. These young people were chosen by the pastoral care at Shawlands Academy due to their behavior and deemed at high risk of offending behaviour. 10 of the group are from Scottish-Pakistani and one is Scottish-Turkish origin. As a result of attending YCSA groups 85% have reported a significant change in behaviour and attitude.
- 10 young people have been supported by additional 1:1 CBT sessions and have reported significant reduction in offending behaviours and attitudes. 2 of these young people are Scottish, 7 are Scottish-Pakistani and 1 is Pakistani. Feedback received from the CBT group participants indicated an increase in self-awareness and self confidence as well as feeling more included as a result of participating.

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#### Volunteering/Parental Support

Volunteering and parental support are primarily funded through the Glasgow City Council/Community Planning Partnership IGF funded Youth and Family Support programme.

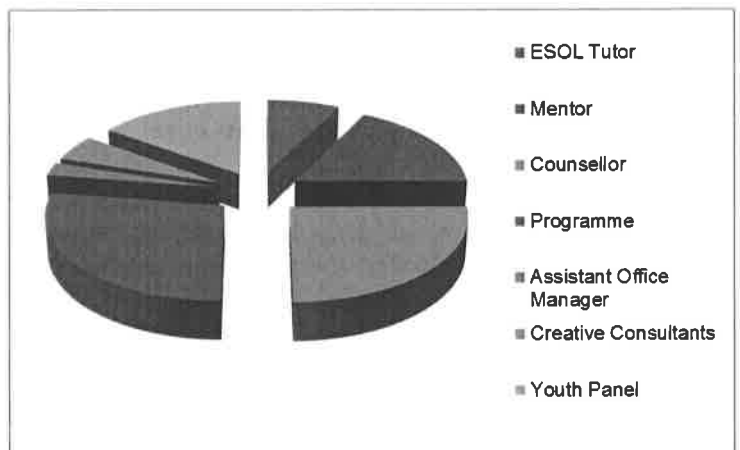
#### The Volunteering Service

The Volunteering Service is coordinated by the Office and Volunteer Manager. In 2016/2017 the activities undertaken with regards to the development and continued delivery of the volunteering service at YCSA included the following activities;

- The development of volunteering opportunities, providing induction and training, and ongoing recruitment into new and established roles.
- Volunteering roles have attributed 481.5 hours in a variety of settings. These include: schools, events, and within YCSA (group work and one to ones).

In 2016/17 YCSA recruited:

- 3 ESOL Tutors
- 7 Mentors
- 10 Counsellors
- 8 Programme Facilitators
- 1 Assistant Office Manager
- 2 Creative Consultants
- 3 Youth Panel members



In 2016/17, YCSA has surpassed its target of 10 voluntary opportunities created, with a total of **34 voluntary opportunities** filled. Before undertaking volunteering with YCSA, volunteers must complete an application form, followed by an interview, and if successful undertake an induction programme. All volunteers are all also required to join the PVG scheme in order that they are able to work with children and protected adults unsupervised.

#### Impact of Service

Volunteering is core to the work of YCSA, enabling the Company to support many more young people than they would otherwise be able to help. It also provides benefits for volunteers in obtaining work experience, access to a reference, to gain new skills and confidence, opportunities to meet new people and to share their skills and abilities with others.

#### Benefit for volunteers

##### Example 1

- YCSA supported one of our volunteers with her dissertation research. This volunteer was a student at Glasgow Caledonian University, studying Social Sciences. In order to complete her dissertation, she had to complete a piece of primary research. YCSA facilitated interviews with a range of young people, thereby assisting her to obtain her degree. This volunteer has gone on to secure a paid position with Action for Children as a result of her experience with YCSA.

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#### Example 2

- YCSA supported a volunteer who was seeking voluntary work as part of a strategy for returning to work after a period of unemployment, referred by Momentum Skills. The volunteer was interested in volunteering in administration, and undertook the role of Assistant Office Manager for a period of 6 weeks, on a part time basis, and committed a total of 86.5 hours of volunteering during this time. Administrative tasks undertaken included: answering the phone, door, greeting guests, researching prices for events and supporting the Office and Volunteer Manager to maintain the office. Throughout this period, the volunteer received support and supervision from the Office and Volunteer Manager, and continuous training for volunteering with YCSA. She was enabled to feel confidence in an office working environment after a period of unemployment. After completing her 6 week voluntary placement, she progressed to a placement with LGBT Youth Scotland, and moved on from Momentum Skills to the Bridging Service.

#### Parental Support

Parental Support is also coordinated by the Office and Volunteer Manager. 1:1 support is offered to parents where required either in relation to practical issues impacting on the young person or emotional support/ counselling.

YCSA ran **4 parental support groups** in 2016/2017:

- A therapeutic group providing support to the participants integrating CBT techniques, providing a space and time to allow the participants to talk and open up about the specific issues which were facing them and their families at the time. This was promoted internally for staff working with vulnerable young people.
- 2 parental support groups taking place at the YCSA office on Mondays and Wednesday mornings on a drop in basis. These groups were promoted via YCSA's networks and via print media throughout the Pollokshields, Govanhill and Shawlands areas of the city.
- A support group for BME ladies who meet weekly and use the time to discuss parental issues, share experiences and promote wellbeing as well as to learn new skills and practice activities such as yoga.

YCSA ran **two parental programmes** this year:

- The absolute beginner ICT Programme was designed and delivered by two YCSA volunteers and the Office and Volunteer Manager. This short introduction to ICT was a three week pilot programme where a group of BME parents were taught the basics of using a computer, using email and the internet.
- ESOL and ICT 'Digital Job Club', delivered in partnership with WSREC. During this course, participants have learned the vocabulary associated with a computer, followed by practicing how to use a computer: logging on, opening an internet browser, opening a document, saving the document and using email (including how to attach a document).

The target for the year was 3 programmes which did not prove possible due to resource constraints

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## Impact of the Service

**19 parents** have received support from YCSA staff in the parental groups and in 1:1 sessions via counselling, benefit and employment support and also through partnership working e.g. FISCAF and WSREC.

The impact of having a support service for parents has been that YCSA is able to offer a more holistic service for our clients and in the community. The parental support service enables YCSA young people, who are perhaps struggling with multiple issues at home, to ensure that their parents have the chance to receive peer support from other parents in the community. This fosters a sense of community cohesion and creates a network that parents can tap into.

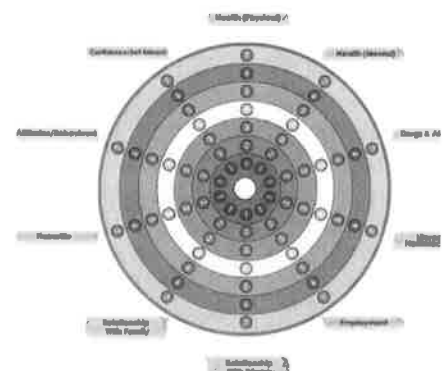
## CONNECT PROTECT RESPECT

Connect Protect Respect (CPR) is an early and effective intervention project to support young people aged 14-23, from Black & Minority Ethnic (BME) communities, who are at risk of offending and are displaying anti-social behaviour. CPR ensures that young people are equipped to build connections with people in their community, protect themselves from risk and harm, protect their rights and voices and encourage each individual to respect self and others, in order to become valued and equal members within their communities. This project was funded by Scottish Government's Promoting Equality and Cohesion Fund until end March 2017.

The main outcomes and deliverables of the project were as follows:

### **Outcome 1: Reduction in anti-social behaviour/ offending by BME young people young people feel like their identity of being young is protected and respected.**

- Facilitated 5 structured youth justice programmes in local schools
- Delivered awareness raising workshops around fear of crime to 4 community groups
- Supported 3 community events to the local community hosted by young people
- 253 1:1 support sessions  
Our young people complete a 'lifemap' which allows the team to extract valuable information around the young person's current functioning as well as help identify goals. (See right)
- Reduction in offending and charges for 95% of programme participants
- 55 BME young people display improved attitudes and behaviours
- 74% of programme participants report an increased awareness of qualities and skills that they have



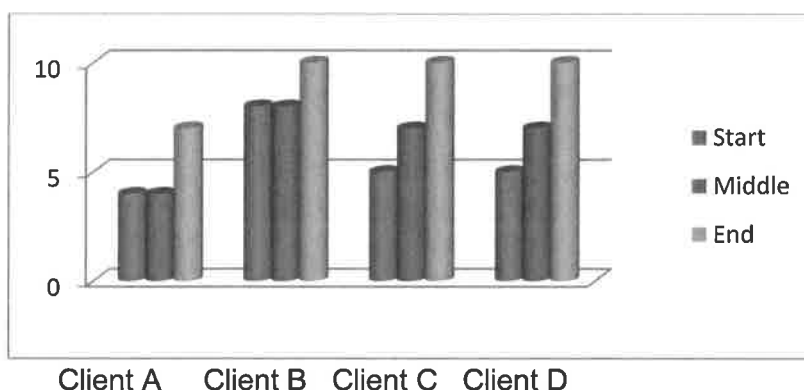
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#### Outcome 2: BME young people feel more included in communities and better able to access appropriate services:

- The team delivered 20 awareness sessions around community processes (eg Community Planning, Political Processes) involving partner agencies
- The team arranged 10 Monthly presentations by partner agencies within YCSA to promote community events and volunteering opportunities
- 85% of participants reported that they are more confident within their local community
- Young people reported increased confidence working in groups and within the community:



These levels of confidence were reviewed at the start, middle and end of the programme. Examples of the progress is shown in the table above (1 low confidence: 10 High confidence)

- Supported 22 young people in delivering 5 youth led community initiatives (training courses, events, presentations)
- Supported 14 young people to actively volunteer/support local community initiatives
- 100% of stakeholders report a increased awareness of services available and feel better able to access them

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#### **Outcome 3: Improved relationships between BME young people, community members and those within positions of power**

- 3 Structured programmes designed and delivered to educate young people on processes and help build soft skills
- Facilitated 8 training sessions on decision making, team working and community issues to recruit for youth panel
- 3 Organised meetings with community leaders to discuss community issues
- 89% of participants report that they are more confident to be involved in decision making structures
- Support to 8 young people to develop the YCSA Youth Panel to represent young people within organisational decision making processes. During the course of the year the youth panel have reviewed and clarified their role and are now active in taking work forward to consult with young people in their communities
- Young people have actively engaged with those in positions of power (community reps, politicians, etc). Politactics programme delivered and supported.
- 88% of stakeholders report a positive change in attitudes towards other community members (particularly those from other ethnic groups)

#### **Fair Play Violence Against Women Project**

Fair Play was a young person focused, community-led project funded by Scottish Government's Violence Against Women fund initially for 1 year from July 2016. The project ended early, in December 2017, when, following the departure of project staff in November 2016, the YCSA Board agreed with Scottish Government to close the project as it would not be possible to now meet the project objectives.

Encompassing education, creativity & peer mentoring, the project aimed to increase understanding of violence against women and girls (VAWG) amongst Black and Ethnic Minority (BME) young people, aged 14-25, bringing about attitudinal change within BME communities across Glasgow to tackle the root cause of violence against women and discriminatory attitudes held by men. Its focus was prevention and early intervention, to prevent VAWG by working with young people to create youth-led programmes to tackle individual and community attitudes towards gender roles, expectations, relationships, VAWG and to reduce gender based violence by empowering young women to speak about the issues that matter to them and raising their aspirations.

It also aimed to empower young men to become positive role models, confident in recognising discriminatory attitudes in their communities and effectively challenge them. By doing this, young women from BME backgrounds would be able to enjoy healthy relationships, feel safe and respected in their communities.



## **YOUTH COMMUNITY SUPPORT AGENCY**

**(A company limited by guarantee)**

### **Report of the Trustees for the year ended 31 March 2017**

#### **Outcomes:**

- 8 young people from the local community were involved in a vox pop research piece discussing topics around increasing awareness of cultural norms and attitudes towards VAWG
- 16 young people took part in a total of 3 workshops run at Woodfarm Secondary and Notre Dame High designed to ensure that young people are more confident in being able to understand and challenge VAWG. As this was a new project these workshops were supported by a CPR team member and the final workshop covering the topics sexting, boundaries and healthy relationships was delivered by CPR within their #CyberSecurity programme after the departure of the Fair Play staff.
- The materials developed for this work remain as a resource for future work on this issue.
- The support pack the team created remains a resource for YCSA staff to identify appropriate organisations that would be suitable to support young people that have experienced violence or discrimination.

Significant interest was expressed by partner agencies and potential volunteers in the project, and young people themselves eg the Youth Panel have identified the need for continued work in this area. YCSA will therefore be looking to take this work forward once funding becomes available, and to embed the learning from the project in other aspects of YCSA's work

#### **Ebara- Inspiring Identity**

The Ebara - Inspiring Identity project aimed to use of creative arts; the spoken word, creative writing, drama and art to empower BME young offenders to take ownership, leading to positive pathways. The Development Worker left post in December 2016 and the funding is currently suspended by the funder Comic Relief pending certain conditions in relation to the skills/experience of senior management/Board at YCSA in relation to Criminal Justice.

#### **HMYOI Polmont**

Between March and December 2016 the Development Worker delivered

- 100 1:1 support sessions to a total of 30 beneficiaries.
- 2 personal development group work programmes were delivered with 11 beneficiaries, focusing on topics such as racism, stereotyping, self versus gang identity and relationships.
- The participants of the first group work programme were involved in an Equality and Diversity annual event for HMYOI Polmont where they spoke on camera about racism and stereotyping. This video footage was part of a wider event to tackle discrimination and included acts performing music, comedy and poetry.

## **YOUTH COMMUNITY SUPPORT AGENCY**

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### **Report of the Trustees for the year ended 31 March 2017**

#### **Outcomes**

**Project outcome 1** BME young offenders increase skills, confidence and knowledge to be able to make better informed life decisions 30 young people benefitted

The group work programmes evaluated positively with those responding giving high scores for improvement on: understanding of stereotyping, respect, understanding of racism, labelling and self-identity and self-awareness, understanding the importance of relationships, goal setting techniques, over-coming barriers and positive identities.

The young people increased their ability to identify challenges and recognise whether these are internal or external factors, recognise what skills and strengths they have to overcome such barriers, built resilience, confidence and coping mechanisms.

#### **Community**

Within the community the Development Worker had a case load of an average of 8 young people, with 14 family members having been supported in the community.

**Project outcome 2** Better support networks for BME young offenders and their families. 44 young people benefitted.

Of the 6 families supported 3 young people who had been liberated since support began had experienced improved communications with family members. The young people who were still in custody also experienced improvements in their relationship with family with one family getting back in touch after a period of estrangement as a direct result of the work done by the development worker.

All of the young people supported by YCSA received the support through remand, sentencing and during the transition phase back into the community. 9 young people were referred onto additional services on an individual needs basis to receive support for things such as ESOL classes, community engagement for Roma population, employment support more local to their geographical area and health and wellbeing projects.

6 families were signposted onto further support services, primarily Families Outside.

**Project outcome 3** - Improve access to services for BME young offenders.

Throughout the period of engagement with the YCSA development worker the young people spoke of their interests and priorities for when they would be liberated from HMYOI Polmont. 3 of the 6 young people liberated who remained in contact with YCSA joined their local gym to increase their fitness and general well-being. Another was referred into further YCSA programmes for both football and rap workshops. Overall 67% of liberated young people sustained a new activity to support their personal development.

The development worker also created referral pathways with a partner organisation for young people to complete their CSCS course to assist them with getting into employment post liberation. 23% of people engaging with the development worker were referred on to the CSCS course.

## YOUTH COMMUNITY SUPPORT AGENCY

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### Report of the Trustees for the year ended 31 March 2017

8 staff were trained on cultural, religious and familial barriers faced by BME young offenders and their families. More than 100 professionals also benefitted from YCSA representation at various events such as One Glasgow Reducing Re-Offending and National CYCJ conferences where YCSA representatives discussed barriers faced by BME young offenders and their families.

18 young people that were engaging with the service were liberated from HMYOI prison, within the financial year. 15 of those liberated remained out of prison with 3 returning giving an 83% success rate. Of the 15 young people who remained out of prison the development worker maintained contact with 8. Two of the young people were re-remanded for deportation. The development worker maintained contact with the remaining 6 young people, 100% of whom reached a positive destination with 5 having gained employment and 1 young person attending college.

### #JustLikeYou

The Ebara project produced two final products as a result of the 6 creative modules including filming, photography, poetry, story-telling and rap.

This was used as the starting point for a wider Campaign entitled #JustLikeYou led by the young people which was launched at an on event 4th November at BBC Scotland, attended by 69 guests, hosted by 11 staff members, 4 young people and 6 volunteers. The video premiered at the event is available on: <https://www.youtube.com/watch?v=KdwAsJzUXqU>

The launch was attended by 69 guests, hosted by 11 staff members, 4 young people and 6 volunteers. Feedback was collected from 34 people in total who rated the event as the following: 65% 10/10 26% 9/10 6% 8/10 3% 6/10

Comments included:

- Really powerful event – loved the video and great to hear people’s experiences. I thought the performances were exceptional- the spoken word and rap are good educational tools I think.
- A very informative day - real people telling their real life experience. Well done to everyone involved.
- Great to hear real stories from real people - very powerful.

### Ebara – New Routes

Funded as part of a Scottish Government funded Public Social Partnership via the Wise group, the Ebara New Routes project employed a part time worker to undertake mentoring to help young BME people in the criminal justice system learn and implement constructive, non-criminal ways of addressing problems in their lives and to reduce risk factors associated with offending behaviour as well as throughcare with BME young offenders to prepare for and support them post end of sentence. The worker worked with 18 young people from a range of BME backgrounds between April and December 2016. When the worker became unavailable from December 2016, YCSA was not in a position to provide cover so in agreement with the Wise Group cases were handed back to them for their staff to provide the essential support, leading to a termination of the contract.

## **YOUTH COMMUNITY SUPPORT AGENCY**

**(A company limited by guarantee)**

**Report of the Trustees for the year ended 31 March 2017**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The organisation was registered as a Charity in July 1997 and incorporated as a Company Limited by Guarantee, governed by its Memorandum and Articles of Association, on the 14<sup>th</sup> December 2006.

The overall control of the organisation lies with the Board of Directors who have the power to decide on all matters concerning Youth Community Support Agency, subject to the Memorandum and Articles, and policy made at the AGM.

The YCSA Board meet regularly (currently monthly) and are responsible for the strategic direction and policy of the charity. At present there are 5 Directors from a variety of professional backgrounds relevant to the work of the charity.

A scheme of delegation is in place with the Chief Executive Officer (now renamed as Operational Manager) having overall responsibility for the operational management of the organisation. The Chief Executive Officer/ Operational Manager reports directly to the Board, and is line managed by the Chairperson or another designated Board member.

The day to day responsibility for the provision of the services rest with the Chief Executive/ Operational Manager working with the Programme Lead for the Ctrl, Alt, Delete services. The CEO/ OM is responsible for ensuring that the charity delivers the services specified and that the key performance indicators are met; and is also responsible for supervising the Programme Lead and a small number of staff including the Office Manager. All staff have clear job remits and designated levels of responsibility and receive monthly support and supervision to ensure staff are supported in providing quality services. Development workers manage their own projects, project staff and volunteers, the latter with the support of the Volunteer Coordinator.

### **RECRUITMENT AND APPOINTMENT OF BOARD MEMBERS**

The Directors of the Company are also Charity Trustees for the purposes of charity law and under the Company's Articles are known as the Board of Directors. Under the requirements of the Memorandum and Articles of Association the members of the Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The minimum number of Directors is 3, and the Board has the power to co-opt additional members with full voting rights to serve until the next Annual General Meeting.

All Board members give their time voluntarily and received no benefits from the charity. The Board of Directors seeks to ensure that Board members have skills which are relevant to overseeing the Company and ascertaining the strategic direction for the services provided to the young people and their families. To enhance the potential pool of Board members, the charity has recently embarked on a further round of advertising to identify potential new Board members in accordance with priorities identified through a skills analysis undertaken following the election of new Board members at the February 2017 Annual General Meeting .

## **YOUTH COMMUNITY SUPPORT AGENCY**

**(A company limited by guarantee)**

**Report of the Trustees for the year ended 31 March 2017**

### **DIRECTOR INDUCTION AND TRAINING**

The Directors are given the following documentation when they take up a place on the Board of Directors:-

- Previous Annual Report
- List of staff positions and duties with staffing structure diagram
- OSCR guidance on the roles and responsibilities of charity trustees plus other information on the roles of Board members
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future Plans and objectives

Training needs and skills analysis are undertaken by the Board of Directors with a training plan devised from this.

### **RISK MANAGEMENT**

The Board have examined the major strategic and operational risks, which the organisation faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

As with all voluntary sector organisations, we are vulnerable to changes in public policy affecting statutory funding. The Board are highly aware that funding for the two main statutory funded projects currently runs until end March 2018, and that there is severe financial pressure on statutory sources, as well as a change of political leadership in Glasgow City Council which may impact on funding priorities. Youth Community Support Agency is making efforts to diversify its funding sources to mitigate this risk.

The Board has had to deal with staff issues arising out of concerns raised by staff about supervision of their work and responsibilities.. The Board engaged with external human resource consultants to ensure that staff's concerns were properly and professionally managed. The Board is confident that it is now in a position to move forward with the full support of the staff team.

The Board of Directors are presented with Management Accounts every month which highlight the financial position of the organisation, these accounts also highlight areas of under or overspend. Providing this information allows the Board of Directors to make informed decision regarding any changes to the organisation. To protect against financial fraud, Youth Community Support Agency has financial policies that require two authorised signatures on all accounts, identifies levels of financial liability that can be entered into by staff members, and ensures checks on cash handling. These were revised and updated during the financial year.

Youth Community Support Agency is aware of the potential risks attached to the provision of advice and support services. To counter this, the organisation invests in training for staff and volunteers, has robust supervision and risk management procedures, and in case of a claim, professional indemnity insurance to cover such eventualities.

## **YOUTH COMMUNITY SUPPORT AGENCY**

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### **Report of the Trustees for the year ended 31 March 2017**

Procedures are in place to ensure compliance with health and safety legislation and good practice measures for staff, volunteers, and clients, whether working within the YCSA premises or externally, including a review of our lone working policies, and in relation to visitors to our premises.

Youth Community Support Agency carries out effective risk assessment and management in order to identify, evaluate and attempt to control all potential risks. Although it is not possible for us to eliminate risk factors entirely, we will endeavour to reduce these risks to a level that the organisation is comfortable with, be it governance, external, regulatory and compliance, operational or financial factors. We will continue our analysis of all risk factors and will aim to prioritise them, reduce and control them, monitor them and have assurance that the controls put in place are working as planned.

### **FINANCIAL REVIEW**

- **Principal Funding Sources**

The Charity has been principally reliant on grant funding received from a range of sources, particularly statutory agencies, with the majority of grants being received primarily for salaries. The core running costs of the Charity in the forthcoming year are forecast to exceed the income generated from grants and as a result the unrestricted reserves may be reduced. To mitigate this the Charity is actively seeking ways to reduce overhead costs as much as possible while maintaining the quality of the range of services it offers, while also looking at ways to increase and diversify funding.

### **RESERVES POLICY**

The Agency can and will only incur authorised expenditure when it has funds to do so. The intention of the Board is to build up reserves at least equal to four months' salary costs, which is the voluntary sector standard. While YCSA's current reserves of £72,180 largely meet this target it is recognised that there will need to be a draw on reserves in 2017/18 to meet some overheads.

### **FUNDS HELD AS CUSTODIAN ON BEHALF OF OTHERS**

During 2016/17 YCSA was a partner in a Personalised Funding Pilot Project organised by Faiths in Scotland Community Action Fund (FISCAF) whereby YCSA received £3,000 to fund opportunities for young people up to 18 years old priced between £50 and £200 where those opportunities may otherwise not be possible. This provided an opportunity for YCSA to provide additional support to progress the lives of young people with whom we were working. Funds not spent were returned to FISCAF during the financial year. The sums were accounted for in a separate budget line within the overall YCSA accounts and reported to FISCAF. YCSA has been asked to participate in a further pilot this summer.

## YOUTH COMMUNITY SUPPORT AGENCY

(A company limited by guarantee)

### Report of the Trustees for the year ended 31 March 2017

#### Trustees' responsibilities in relation to the financial statements

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

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

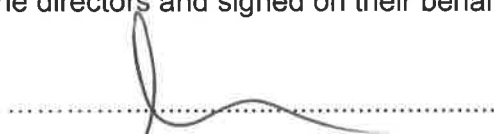
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets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

The trustees are responsible for the maintenance and integrity of the corporate and 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.

This report has been prepared in accordance with the Statement of Recommended Practice: applicable to charities preparing their accounts in accordance with the Financial Reporting Standard Applicable in the UK and republic of Ireland (FRS 102 (effective 1 January 2015)) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the directors and signed on their behalf by:

Signature:



Name:

Asim Khan

Date:

22 August 2017

## INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF YOUTH COMMUNITY SUPPORT AGENCY FOR THE YEAR ENDED 31 MARCH 2017

I report on the accounts of the charity for the year ended 31 March 2017, which are set out on pages 23 to 35.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

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

### Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respects the requirements:
  - to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jenny Simpson BSc(Hons) FCA DChA

**Wylie & Bisset LLP**

168 Bath Street

Glasgow

G2 4TP

Date: 28 August 2017



**YOUTH COMMUNITY SUPPORT AGENCY**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2017**

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £
<b>Income and endowments from:</b>							
Donations and legacies	4	10,151	-	10,151	13,849	-	13,849
Charitable activities	5	4,566	330,514	335,080	-	338,118	338,118
Other trading activities	6	6,750	-	6,750	737	-	737
<b>Total Income</b>		<b>21,467</b>	<b>330,514</b>	<b>351,981</b>	<b>14,586</b>	<b>338,118</b>	<b>352,704</b>
<b>Expenditure on:</b>							
Charitable activities	8	26,047	324,774	350,821	5,693	331,263	336,956
<b>Total Expenditure</b>		<b>26,047</b>	<b>324,774</b>	<b>350,821</b>	<b>5,693</b>	<b>331,263</b>	<b>336,956</b>
<b>Net (expenditure)/income for the year</b>		<b>(4,580)</b>	<b>5,740</b>	<b>1,160</b>	<b>8,893</b>	<b>6,855</b>	<b>15,748</b>
Transfers between funds	16	-	-	-	(33)	33	-
<b>Net movement in funds</b>		<b>(4,580)</b>	<b>5,740</b>	<b>1,160</b>	<b>8,860</b>	<b>6,888</b>	<b>15,748</b>
<b>Funds reconciliation</b>							
Total Funds brought forward	16	81,949	9,912	91,861	73,089	3,024	76,113
<b>Total Funds carried forward</b>	<b>16</b>	<b>77,369</b>	<b>15,652</b>	<b>93,021</b>	<b>81,949</b>	<b>9,912</b>	<b>91,861</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**YOUTH COMMUNITY SUPPORT AGENCY**  
**(A company limited by guarantee)**

**BALANCE SHEET AS AT 31 MARCH 2017**

	Note	Total Funds 2017 £	Total Funds 2016 £
<b>Fixed assets:</b>			
Tangible assets	12	5,189	8,302
<b>Total Fixed Assets</b>		<u>5,189</u>	<u>8,302</u>
<b>Current assets:</b>			
Debtors	13	3,766	9,056
Cash at bank and in hand		119,681	89,011
<b>Total Current Assets</b>		<u>123,447</u>	<u>98,067</u>
<b>Liabilities:</b>			
Creditors falling due within one year	14	(35,615)	(14,508)
<b>Net Current assets</b>		<u>87,832</u>	<u>83,559</u>
<b>Net assets</b>		<u>93,021</u>	<u>91,861</u>
<b>The funds of the charity:</b>			
Restricted income funds	16	15,652	9,912
Unrestricted funds	16	77,369	81,949
<b>Total charity funds</b>		<u>93,021</u>	<u>91,861</u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

For the year ended 31 March 2017 the company was entitled to exemption under section 477 of the Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the trustees and signed on their behalf by:

Name:



Name:

Date: 22 August 2017

ASIM KHAN

**COMPANY NO: SC313463**

**YOUTH COMMUNITY SUPPORT AGENCY**  
**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**1. Accounting Policies**

**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity constitutes a public benefit entity as defined by FRS 102.

The charity will be re-applying to one of their main funders, Glasgow City Council (Integrated Grants Fund) once the fund re-opens. A decision on whether the charity will receive funding for 2018/19 and going forward is not expected until early 2018. Further multi-year funding applications are in process. The charity is confident that they will secure funding in order to continue to operate and therefore the accounts have been therefore been prepared on the going concern basis.

**(b) Funds structure**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 16.

**(c) Income recognition**

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**YOUTH COMMUNITY SUPPORT AGENCY**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met (see note 15).

**(d) Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

- Expenditure on charitable activities includes costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

**(e) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised. Refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**(f) Allocation of governance costs**

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs have been allocated directly to costs of charitable activities.

**YOUTH COMMUNITY SUPPORT AGENCY**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**(g) Tangible fixed assets and depreciation**

All assets costing more than £5,000 are capitalised and valued at historical cost. Depreciation is charged as follows:

	Basis
Motor vehicles	10 % on cost

**(h) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**(i) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**(j) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**(k) Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within the cost of charitable activities.

The money purchase plan is managed by The Pension Trust and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan. The pension fund is then converted into a pension upon the employee's normal retirement age which is defined as when they are eligible for a state pension. The Trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

At 31 March 2016, the charity has one employee who is a member of the Strathclyde Pension Fund which operates a defined benefit pension scheme. The contributions payable by the charity, as employer, and of the relevant staff, are prescribed by the managers of the fund under the statutory provisions under which the scheme operates. The company has no discretion to vary the rates of its contributions and therefore the pension scheme is treated as a defined contribution scheme as permitted by FRS 17. The pension costs charged in the financial statements in respect of this scheme represent the contributions payable by the company during the year.

**(l) Operating leases**

The charity has a lease commitment for the rental of property. Rental charges are charged on a straight line basis over the term of the lease.

**YOUTH COMMUNITY SUPPORT AGENCY**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**(m) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**(n) Taxation**

Youth Community Support Agency is a charity within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

**2. Legal status of the Charity**

The charity is a company limited by guarantee and is a registered Scottish charity.

The liability of each member in the event of winding up is limited to £1.

**3. Related party transactions and trustees' expenses and remuneration**

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2016: £nil). No expenses were waived by trustees during the year (2016: £nil). One trustee was reimbursed for travel costs of £17 during the year (2016: none).

During the year no trustee had any personal interest in any contract or transaction entered into by the charity (2016: none).

**4. Income from donations and legacies**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Donations	151	3,849
Gifts	10,000	10,000
	<u>10,151</u>	<u>13,849</u>

**5. Income from charitable activities**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Promotion of Community Spirit	335,080	338,118
	<u>335,080</u>	<u>338,118</u>

**6. Income from other trading activities**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Earned Income	6,750	737
	<u>6,750</u>	<u>737</u>

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**7. Allocation of support costs**

<b>Governance costs:</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Accountancy Fees	2,606	2,114
Professional Fees	3,315	2,150
	<u>5,921</u>	<u>4,264</u>

<b>Allocation of governance and other support costs:</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Promotion of community spirit	5,921	4,264
Total allocated	<u>5,921</u>	<u>4,264</u>

**8. Analysis of expenditure on charitable activities**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Property costs	37,600	35,123
Staff & Volunteer costs	275,147	267,235
Administration costs	13,454	11,320
Project & Event costs	12,880	13,637
Professional fees	5,819	5,377
Governance (note 7)	5,921	4,264
	<u>350,821</u>	<u>336,956</u>

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**9. Analysis of staff costs and remuneration of key management personnel**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Salaries and wages	205,599	191,081
Social security costs	18,329	16,338
Employer pension schemes	11,571	15,534
Total staff costs	<u>235,499</u>	<u>222,953</u>
Key Management Personnel Remuneration	<u>58,939</u>	<u>47,337</u>

The charity made £11,571 (£3,849 in respect of contributions to Strathclyde Pension Fund, which the Chief Executive Officer is a member of and £7,722 of contributions to the organisation pension plan operated by The Pension Trust on behalf of the employees (2015: £8,514 to Strathclyde Pension Fund and £7,020 to The Pension Trust). For more information about the pension contributions refer to note 1(l).

During the year the charity incurred termination payments of £12,000 funded from the charity's reserves.

No employees had employee benefits in excess of £60,000 (2016: Nil).

	<b>2017</b>	<b>2016</b>
	<b>No.</b>	<b>No.</b>
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>10</u>	<u>15</u>

**10. Net income/(expenditure) for the year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation	3,113	3,113
Independent Examiner's remuneration:		
Independent Examination	2,306	1,685
Accountancy services	<u>300</u>	<u>429</u>

**11. Government Grants**

Income from government grants comprises:

Glasgow City Council – Family & Counselling: £75,911 (2016: £75,911) was received and fully spent during the year on family counselling projects.

Glasgow City Council – Literacy and Numeracy: £33,725 (2016: £33,725) was received and fully spent during the year on helping young people with their reading, writing and numeracy skills.

Scottish Government: £71,413 (2016 £71,413) was received for the 'Ctrl Alt Delete' project that supports young people to take control of their life. £5,179 was carried forward to 2017/18.

Scottish Government – Voluntary Action Fund: £22,500 (2016: £22,410) was received and £33,401 was spent during the year on providing support to young people who are at risk of anti-social behaviour or offending.



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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**12. Tangible Fixed Assets**

	<b>Motor Vehicles £</b>	<b>Total £</b>
At 1 April 2016	31,130	31,130
Additions	-	-
Disposals	-	-
At 31 March 2017	<u>31,130</u>	<u>31,130</u>
At 1 April 2016	22,828	22,828
Charge for the year	3,113	3,113
Eliminated on disposals	-	-
At 31 March 2017	<u>25,941</u>	<u>25,941</u>
At 31 March 2017	<u>5,189</u>	<u>5,189</u>
At 31 March 2016	<u>8,302</u>	<u>8,302</u>

**13. Debtors**

	<b>2017 £</b>	<b>2016 £</b>
Prepayments	3,708	4,246
Other debtors	58	4,810
	<u>3,766</u>	<u>9,056</u>

**14. Creditors: amounts falling due within one year**

	<b>2017 £</b>	<b>2016 £</b>
Trade creditors	5,463	3,204
Other creditors and accruals	30,152	1,860
Deferred income (Note 15)	-	9,444
	<u>35,614</u>	<u>14,508</u>

**15. Deferred income**

	<b>2017 £</b>	<b>2016 £</b>
Balance as at 1 April 2016	9,444	13,900
Amount released to income earned from charitable activities	(9,444)	(13,900)
Amount deferred in year	-	9,444
Balance as at 31 March 2017	<u>-</u>	<u>9,444</u>

Deferred income in the prior year comprised of grant income received in respect of 2016/17.

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**16. Analysis of charitable funds**

<b>Analysis of Fund movements 2016</b>	<b>Balance b/fwd £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Funds c/fwd £</b>
<b>Unrestricted funds</b>					
Fixed Assets	11,415	-	3,113	-	8,302
<b>Total designated funds</b>	11,415	-	3,113	-	8,302
General funds	61,674	14,586	2,580	(33)	73,647
<b>Total unrestricted funds</b>	73,089	14,586	5,693	(33)	81,949
<b>Restricted funds</b>					
1.Big Lottery – Polmont	3,024	-	3,057	33	-
2.GCC – Family & Counselling	-	75,911	75,911	-	-
3.GCC – Literacy and Numeracy	-	33,725	33,725	-	-
4.Scottish Government	-	73,984	73,984	-	-
5.Police Scotland	-	13,900	8,282	-	5,618
6.Scottish Government – VAF	-	89,965	89,251	-	714
7.The Tudor Trust	-	23,500	23,500	-	-
8.The Wise Group	-	17,689	15,992	-	1,697
9.Comic Relief	-	9,444	7,561	-	1,883
<b>Total restricted funds</b>	3,024	338,118	331,263	33	9,912
<b>TOTAL FUNDS</b>	76,113	352,704	336,956	-	91,861

<b>Analysis of Fund movements 2017</b>	<b>Balance b/fwd £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Funds c/fwd £</b>
<b>Unrestricted funds</b>					
Fixed Assets	8,302	-	3,113	-	5,189
<b>Total designated funds</b>	8,302	-	3,113	-	5,189
General funds	73,647	21,467	22,934	-	72,180
<b>Total unrestricted funds</b>	81,949	21,467	26,047	-	77,369
<b>Restricted funds</b>					
2.GCC – Family & Counselling	-	75,911	75,911	-	-
3.GCC – Literacy and Numeracy	-	33,725	33,725	-	-
4.Scottish Government	-	71,413	66,234	-	5,179
5.Police Scotland	5,618	-	5,618	-	-
6.Scottish Government – VAF	714	22,500	22,401	-	813
8.The Wise Group	1,697	13,992	15,689	-	-
9.Comic Relief	1,883	28,332	26,861	-	3,354
10.Violence Against Women & Girls	-	16,781	16,781	-	-
11.CPR	-	52,350	52,350	-	-
12.Awards for all	-	9,510	4,786	-	4,724
13.Cashback	-	6,000	4,418	-	1,582
<b>Total restricted funds</b>	9,912	330,514	324,774	-	15,562
<b>TOTAL FUNDS</b>	91,861	351,981	350,821	-	93,021

**YOUTH COMMUNITY SUPPORT AGENCY**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**16. Analysis of charitable funds (cont)**

- a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

The fixed asset fund represents the net book value of tangible fixed assets at the balance sheet date.

- b) Restricted funds comprise:

1. Big Lottery – Polmont      The Young Person's Support Worker assists the young person to address issues by:  
Establishing a relationship built on trust and openness.  
Empowering young people to take responsibility for their own choices and build confidence to seek positive outcomes from those choices.  
Guide the young person through a process which enables them to identify the issues and then the sustainable solutions to resolve them.  
Liaising with external and internal partners to support young people through the process, thus minimising duplication of services and maximising the effectiveness through 'joined up' working.  
Supporting the family through the issues and facilitate better communication and understanding within the family to improve relationships.
2. GCC – Family & Counselling      Counselling Services have been a vital element of the support provided by YCSA as an organisation, the benefit and impact of this service has proved vital to young people, children and families. This service has been provided since 1995, to young people and their families. The importance of the service has been acknowledged equally by various stakeholders including parents, schools, partners and most importantly the young people themselves. We believe that the work that we do has a visible impact not just on individuals but also their families and the communities that they live in.
3. GCC – Literacy and Numeracy      This Project has been running since 2002. The project offers support to young people 16 – 25 years old to enable them to build on their confidence and skills in reading, writing, spelling, number work within their personal, work, family and social life, using a friendly, contemporary approach to learning. We use the social practice model with all learners. We aim to support the hard to reach young people.
4. Scottish Government      'Ctrl Alt Delete' is a developmental programme, empowering young people to take control of their lives, identify barriers and areas of need and find alternatives in order to become confident individuals, effective contributors and volunteers, successful learners and responsible citizens.
5. Police Scotland      Outreach work & Programme activities for young people from the BME Community deemed at risk of anti social behaviour or offending.

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**16. Analysis of charitable funds (cont)**

- |                                   |   |
|-----------------------------------|---|
| 6.Scottish Government – VAF       | Connect Protect Respect (CPR) is an early and effective intervention project to support young people aged 14-23, from Black & Minority Ethnic (BME) communities, who are at risk of offending and are displaying anti-social behaviour.   |
| 7. The Tudor Group                | A continued service providing support to the Black and Minority Ethnic (BME) population within HMYOI Polmont who are in remand, sentenced or liberated back into the community.   |
| 8.The Wise Group                  | Specialist support service as part of the New Routes PSP designed to support BME prolific young offenders as part of the Scottish Government's Reducing Reoffending Agenda.   |
| 9.Comic Relief                    | The Ebara-Inspiring Identity project will take learned interventions and traditional tools and embed them with fresh channels through the use of creative arts; the spoken word, creative writing, drama and art will be used to empower BME young offenders to take ownership, leading to positive pathways.   |
| 10.Violence Against Women & Girls | Funded for 1 year from the Scottish Government VAW fund. The "Fair Play" project aimed to increase understanding of violence against women and girls (VAWG) amongst Black and Ethnic Minority (BME) young people, aged 14-25, bringing about attitudinal change within BME communities across Glasgow to tackle the root cause of violence against women and discriminatory attitudes held by men. Originally funded July to June but ended early in December when staff left   |
| 11.CPR                            | Connect Protect Respect (CPR) is an early and effective intervention project to support young people aged 14-23, from Black & Minority Ethnic (BME) communities, who are at risk of offending and are displaying anti-social behaviour.   |
| 12.Awards for All                 | Aimed at vulnerable BME youth the programme was to run four 60 hour personal development, designed to be as immersive as possible, using creativity, literacy, ESOL, employability and CBT. Through embracing their strengths and targeting specific needs they develop communication, employment and creative skills, increased confidence, trust, aspirations and community engagement. Ran from July 16 to mid July 17 (2 week extension agreed to run final event after Ramadhan). Sits within YCSA Ctrl, Alt,Delete programme                                    |
| 13.Cashback                       | To increase young people's participation in community and promote their voices on a local and national level. The project had 2 strands, 1) outreach and programme based services, engaging young people in the community through targeted outreach, focusing on areas identified by partners, as 'hotspot' areas. 2) support through engaging group programmes and intensive one to one provision. Originally funded from April 16 to March 17 a 1 month extension allowed the project to continue until end April 2017. Sits within YCSA Ctrl, Alt,Delete programme |

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

**17. Net assets over funds**

<b>2016</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2016 £</b>
Fixed assets	8,302	-	8,302
Debtors	9,056	-	9,056
Cash	69,655	19,356	89,011
Current liabilities	<u>(5,064)</u>	<u>(9,444)</u>	<u>(14,508)</u>
	<u>81,949</u>	<u>9,912</u>	<u>91,861</u>

**17. Net assets over funds (cont)**

<b>2017</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2016 £</b>
Fixed assets	5,189	-	5,189
Debtors	3,766	-	3,766
Cash	88,611	31,069	119,680
Current liabilities	<u>(20,197)</u>	<u>(15,417)</u>	<u>(35,614)</u>
	<u>77,369</u>	<u>15,652</u>	<u>93,021</u>