

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	11	2017		31	10	2018

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Community Gift Exchange SCIO
CGX
SC047814
57 Briarhill Road
Prestwick
South Ayrshire
Postcode: KA9 1HZ

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Smith	Chair		CGX Board of Trustees
2	Linda Stefani	Vice-Chair		CGX Board of Trustees
3	Alan Priestnall	Secretary		CGX Board of Trustees
4	Ian Rankin	Treasurer		CGX Board of Trustees
5	Alison Smith		21/2/2018 – Year End	CGX Board of Trustees
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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Constitution
Community Gift Exchange SCIO Constitution
(SCVO Model SCIO Constitution (single-tier))

Trustee recruitment and appointment

Trustees are nominated by members of the Board of Trustees on the basis of their fit for the general or specific role as member and director and potential office bearer of CGX SCIO. With agreement of the Board, the candidate will be invited to visit and observe the CGX charitable activity and be introduced to the Vision and Purposes of the Charity. Should they be interested in becoming a Trustee they attend a Board Meeting, giving an account of how they could participate in realising the charities purposes through applying their skills and experience. The Board then passes a resolution by majority vote on whether and when to appoint the person.

Objectives and activities

Charitable purposes

The charitable purposes of the Community Gift Exchange are:

1. to contribute to the prevention and relief of poverty and the social and professional integration of disabled and disadvantaged people through the provision of employability services and person-centred practical support;
2. the advancement of education through delivery of vocational and life skills training, where applicable, leading to recognised qualifications;
3. the advancement of religion through demonstrating and facilitating participation in a Christian model of care including compassionate social outreach and good stewardship of the environment;
4. to promote the advancement of health - mental, physical and spiritual - through the provision of occupational opportunity and person-centred holistic support.
5. to advance citizenship and community development: promoting civic responsibility and volunteering; and urban and rural regeneration by providing facilities, training, and support to businesses and unemployed people, and amenities and recreational facilities for use by the public.

CGX develops, implements and engages volunteers in practical work skills and experience projects, presently collecting, preparing, selling and distributing donated bicycles, instruments and furniture. Volunteer supervisors work alongside volunteer trainees to help them overcome barriers to employment and be Released Into Sustainable Employment.

Summary of the main activities in relation to these objects

Achievements and performance

Summary of the main achievements of the charity during the financial period

Incorporated on 10 Oct 2017, the trustees of Community Gift Exchange SCIO spent the first quarter setting up its charity bank account and insurances, planning activities and raising seed funding through participatory budgeting events (PBEs). These continued into the second quarter and led to a partnership with the Maclaurin Trust and The Kyle Shopping Centre Management to set-up a local hub for the Zero Waste Scotland 'Hand It In Week', Mar 2018.

This year's theme of an Instrument Amnesty attracted CGX's first volunteers, and involved 5 unemployed trainees and 5 other volunteers in the tasks of collecting, refurbishing, and distributing 30 instruments to 5 primary schools and community music therapy groups. Three people completed Portable Appliance Testing, two of whom gained Tester Qualifications enabling the safe resale of electrical musical instruments and amplifiers.

Extending the Amnesty throughout Mar, CGX musical volunteers ran two disability music workshops, and hosted 'have a go' sessions to encourage reuse by finding new players for old instruments. An art therapy group re-purposed some musical instruments into an art display in the unit window. The Amnesty legacy included the opportunity to engage volunteers in the refurbishment and resale and redistribution of 90 musical instruments and accessories raising £4.5k, and a further £1.1k from the sale of donated music media by the end of the FY.

CGX was also granted the temporary use of the retail unit to facilitate the launch of CGX Cycle Works, seed funded by a PBE grant, that enabled a further 22 unemployed trainees, and 5 other volunteers to learn sufficient new skills and gain experience to service and resell 80 bicycles and ride-ons, raising 4.8k and re-using parts obtained as the by-product of the workshop skills training and experience learned dismantling and recycling beyond re-use cycles.

During the third quarter, CGX was awarded a significant PBE grant (5k) towards progression of designs for the CGX led regeneration of an area of disused land near Prestwick North Beach. Grant funded activity included engaging local architects in a Prestwick Academy architectural design class creating and modelling conceptual designs for our coastal cabin site.

By the final quarter, the Instrument Amnesty had diversified to engage ten unemployed trainees in the restoration and redistribution of household furniture and raising a further £4k. Following their experience as members of the logistics team, 2 drivers new to van driving progressed to paid driving employment with external employers. 4 other trainees moved into other paid employment, 3 into retirement, 4 to volunteering with other charities and 1 into prison. One supervising volunteer is undergoing external cycle maintenance training to develop the scope of the cycle project. Induction interviews and subsequent working relationships determine that 80% of CGX Unemployed Trainees have single or complex social emotional and mental health needs as barriers to employment in the open labour market and whom the DWP and ScotGov Employability pipelines consider furthest away from the labour market. After a trial shift, to confirm their interest, each volunteer is interviewed and co-produces a personal development plan to identify their employability and work skills training needs and what recent work experience will progress them in their journey towards work. As an essential part of overcoming social isolation, developing employability and social skills, building community and overcoming the ill-health associated with poverty, malnutrition, substance abuse and homelessness, CGX volunteers contributed to the enjoyment of 742 shared lunch-time meals. This added a further £3.3k into the local economy through the food outlets used in lieu of a CGX canteen.

Financial review

Brief statement of the charity's policy on reserves

In its first year since incorporation, CGX is building up its reserves in order to develop and sustain its workshop, charity retail and logistics employability and work skills training and experience opportunities. Financial objectives include sufficient funds to employ a workshop skills coach and a logistics manager; purchasing a larger and more reliable van; and sustaining the lease of a separate charity shop as trading volume increases during the first three months of operation. The current rate of growth in reserves is on target to double them in the first six months of the next FY from £8k to £16k.

Details of any deficit

Donated facilities and services (if any)


In keeping with its vision of building flourishing community, CGX has benefitted from the donation of time in practical service by its volunteer trustees, supporters and trainees who contributed over 6006 hrs during the year, a third of which by CGX Trustees acting - in addition to their Trustees duties - as supervisors and coaches to the unemployed trainees.

CGX benefitted from the donation of its first van by one of its volunteers. In partnership with another trust and the owners, CGX significantly benefits from the rent free temporary occupation of a former retail unit in The Kyle Shopping Centre, Ayr. CGX also benefits from the pro-bono services of its law agent, and a discounted rate of professional services from a firm of architects.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	Ian H. Rankin
Position (e.g. Chair)	Treasurer
Date	29 June 2019