

**ENABLE Glasgow- Minutes of Annual General meeting**  
**held at 1pm on Saturday 14<sup>th</sup> of November 2020**  
**via Zoom**

**Present:** Anne Shanks, Margaret McLean, Patricia Ullah, Steven Alexander, Peter McMahon, Mairi Jane Somerville, Anne McKinnon, Philip Stewart, Bill Waddell, Lorraine McKenzie, Patricia Anderson, Iain Somerville, Gordon McEwan, Caroline McEwan, Irene McIlroy, Karen McIlroy, Joanne McFadyen , John Breslin, Steven Riley, Stewart Collington, Fiona Cairns, Janet McGregor, Hannah McKechnie, Sally Elfverson, Lesley Learmonth, Bill Learmonth, Graham Small, Jack Small

**In Attendance:** Colin Menabney, Steven Potts, Jane Feeney, Adele Wilson, Avril Campbell

**1. Apologies for Absence:**

Karen MacKenzie, Margherita Muller, Anne Ainsworth, Theresa Campbell

**2. Minute of AGM, Saturday 14th October 2021**

It was noted that the minute of last year's AGM will be available on the website for the next two weeks. If anyone would like a printed copy, could they please request one from us and we will send it out to you. Iain Somerville proposed the adoption of the minutes and this was seconded by Peter McMahon. Agreed.

**3. Chairperson's Report**

Our Chairperson, Janet McGregor, welcomed everyone to our AGM for 2020 and thanked people for making the effort to take part in our Zoom meeting.

*The Chairperson made the following remarks:*

Last year's' AGM was one of our best attended ever, and those who were there will agree that everyone was looking ahead to the future in a very positive frame of mind. Who was to know what was round the corner? The pandemic has affected everyone in way or another, but for people with learning disabilities and their carers, it has usually made life much more difficult to say the least. Since March, ENABLE Glasgow has been doing all it can to address these difficulties for our members and service users, and much of today's meeting will focus on how we have done this, and how we plan to emerge from the crisis stronger as strong as ever.

In our supported living services, our staff teams have done an outstanding job in keeping everyone as safe as possible, while continuing to support service users to have as good a quality of life as possible. Especially in the early stages of the pandemic, staff sometimes potentially put themselves in harm's way in order to do so. To say thank you seems like an understatement - but please be assured that everyone with an interest in our services very much appreciates what you have achieved.

The same goes for our staff team at Fortune Works. The service had to close to service users very abruptly when the March lockdown was announced. Within one week, staff had set up a comprehensive remote support system which fundamentally changed the way we work. For us, one of the clearest outcomes of the lockdown is how much service users and their families rely on the Fortune Works service in order to keep going. We are already providing a phased emergency building-based service for particularly vulnerable people, one of the first day services in the country to do so. This has been made possible by huge changes to our buildings, focused on making everyone as safe as they can be. Staff from Fortune Works also helped out in our supported living services when needed

However the year hasn't all been about Covid 19. We still have firm plans for new developments for the future, some of which are starting already. Colin will tell you about some of these in his presentation. Also, our investment in information technology has all been about including as many people as possible in our activities while we still can't physically meet. This new infrastructure will be of great benefit even when Covid is a bad memory. Also, we have managed to remain financially secure in spite of the additional costs involved in working through the pandemic – Iain and Steven will give more detail on this later.

Thanks too to my fellow Committee members. Although we haven't been able to meet physically, our Committee remains in control of the organisation as charity trustees. Colin sends us regular reports which are discussed remotely, and I speak with him at least once per week.

The restrictions we are all living under just now cannot last forever. When the crisis has passed, ENABLE Glasgow aims to emerge stronger from these difficult times. As ever, the fact that all of us work together so well will make this possible. As many members have pointed out over recent months, remote contact is welcome, but it's not the same as working and relaxing with our friends and colleagues. Hopefully we'll be back to this soon, and in the meantime, we will continue to provide all the support we can. Thank you.

#### **4. Secretary's Report**

Our CEO, Colin Menabney, thanked Janet for her report and outlined that his report would focus on summarising this unprecedented year, as well as looking to our plans going forward.

As Janet outlined, last year's AGM was our best attended ever and everyone was really positive about our plans for the future. In supported living we were looking to build on success with new contracts, practice development and building new community connections. At Fortune Works new programmes of activities were being planned and we were looking to continue to reach out to people from different local authority areas. Our social programme was thriving, with plans to build on popular events and initiatives. Furthermore we also had plans to expand our administrative and finance capability and staff resources.

However as we all know, March 2020 saw the beginning of the COVID19 pandemic and everything changed for everyone. Our plans had to be put on hold indefinitely and keeping people safe and healthy became our priority. At supported living we had an enhanced lockdown that started a couple of weeks before the national lockdown was imposed. This gave us an opportunity to protect our service users early and together with excellent infection control and a fantastic staff and service user response to the crisis, we were able to keep COVID19 cases to an absolute minimum and stop any potential spread.

We were forced to close Fortune Works instantly in order to protect peoples' safety. Likewise our Social Programme had to stop immediately and we had to plan for IT resources to enable people to work from home to keep our organisation running.

Whilst many of our services had to close, the support we provide to people did not stop. At Fortune Works we had implemented a remote service user support system within one week. This included phone support to service users and families, weekly reports to Social Work and health authorities (as appropriate). We also put systems in place to keep in touch with our wider membership via social media, written communications and phone. Our Facebook pages have been an important hub for communication and letting friends and family know what people were doing throughout this time.

As outlined, at supported living we were able to avoid the critical situations faced by some other care homes and thus far we have managed by and large to keep the virus out of our services. Our staff teams have worked tirelessly to support our service users' to maintain mental and physical health and wellbeing during this time. Imaginative activity programmes were introduced at both of our supported living services and for some time at Esmond Street, Fortune Works staff were drafted in to help support the team. Funding for improved IT and communication systems helped support the introduction of large interactive screens and tablets for staff, and the organisation focused on improving capacity for online communication, including improving our WIFI.

We were also fortunate enough to be awarded Connecting Scotland funding for free iPad 7s and free broadband for 95 service users and members who wouldn't otherwise be able to contact us and each other digitally. This has made a huge difference to how we were able to run our support. It also helped us in terms of being able to offer enhanced remote support for some of our most vulnerable and isolated service users across our membership.

As you can see, although the lockdown was frightening and unprecedented, we were able to make positive changes to enable us to continue to support people. Looking to the first stages of lifting lockdown and to the position we now find ourselves in, where some restrictions have eased but future lockdowns have not been ruled out, Colin went on to describe some of the current ways in which we are providing services.

At supported living we have linked in with Glasgow Caledonian University to provide student nurse placements and have teamed up with QEUH to provide training for their staff. Fortune Works continues to build important community connections and was awarded just over £163,000 of Glasgow Community Funding over the next three years for the Growing Together Project. This looks to continue with our gardening therapy, whilst promoting awareness of hate crime. The service is now offering a phased return for our most vulnerable service users, with 56 people currently using our building based service. Our new IT systems will continue to serve us well post pandemic and we are currently in a good financial position (Steven Potts will say more on this in his report).

Overall we have learned many lessons from the pandemic and we hope to implement these to help us come back even stronger than before. The pandemic has proven the value of high quality flexible care and support. It has helped us to re-establish links with other agencies and stressed the need for strong organisational networks. We have worked to highlight the special circumstances of people with learning disabilities and their families and the need for specific support for each individual. And we have also continued to focus on making best use of resources to ensure our financial security.

Colin closed his report by offering a huge thanks to everyone. What has kept us going is the spirit, culture, and ethos of ENABLE Glasgow. We will continue to do so with your help.

## **5. Treasurer's Report & Annual Accounts**

In terms of income, this year saw a fall of £11,000 from £2,921,000 in 2018-19 to £2,911,000 in 2019-20.

Income for Esmond Street rose by 1%, with the service operating at full capacity of 22 residents for most of the year. Income at Balshagray was down very slightly by 1%, however the house was also operating at full capacity of 13 residents for the full year. There was a rise in income at Fortune Works (£54,000) which was largely due to an

increase in training support allowance income of some £101,000 (9% increase). We also received a legacy of £3000 in 2019-20.

Expenditure rose this year from £2,884,000 in the previous year to £2,916,000, an increase of 1%. Expenditure at supported living was up at both Esmond Street and Balshagray House by 4% and 3% respectively. Costs at Fortune Works fell by a very slight 2% and there was a modest salary review affecting 2019-20. There was also significant non cash expenditure in the form of depreciation of assets, which this year amounted to some £119,000. Overall we have a deficit of £4000, which despite being significantly down on the £37,000 surplus of last year, remains a relatively secure financial position (especially given the circumstances).

In terms of the balance sheet, overall funds decreased from £2,436,819 in 2018-19 to £2,433,091 in 2020. Some reasons for this include that the accounts understate the value of Balshagray House (the property is included at cost less depreciation). Tangible fixed assets were down by £82,000; £37,000 was spent on new additions, less a depreciation of £119,000. Net current assets are up by £79,000 to £709,000, an increase of 12%.

Looking to the new financial year, we are aiming to maintain our overall financial security. Mr Potts reported that income so far for 2020-2021 remains largely unaffected by the Coronavirus outbreak. We have recruited a full time Finance Officer to support our Finance Team and aim to continue to improve our financial systems. We will strive to ensure that we do all we reasonably can to ensure our services operate at full or near full capacity and we will continue to aim to improve the reserves position going forward.

## **6. Election of Branch Committee**

Janet MacGregor explained that Committee Members were required to stand down every three years, but could be re-elected. This year Janet McGregor, Philip Stewart, Patricia Anderson, Eleanor Hind, Gordon McEwan and Anne Shanks were due to retire by rotation but stood for re-election. As there are more places on Committee than candidates, all were automatically re-elected. Given the fact that Glasgow ACE has been unable to meet since March 2020, Sally Elfverson and Peter McMahon will serve for a further year on the ENABLE Glasgow Committee as nominated by Glasgow ACE.

## **7. Election of Auditors**

Anne Shanks proposed the re-election of BDO LLP as auditors for the forthcoming year. This was seconded by Iain Somerville and approved unanimously.

*The Chairperson closed the meeting by thanking everyone for their participation.*