



Scaitcliffe Community Centre Limited
ANNUAL REPORT
APRIL 2006 - MARCH 2007



Project is supported by:



Content

Foreword chairperson	5
Forward Development Coordinator	6
Customers and Stakeholders	7
Preliminary details & Current situation	
• Project organisation	8
• Contact information	8
• Organisation structure & management	
• Organisation aims and Objectives	8
• Organisation mission statement	8
• Organisational values	8
• Core Competencies	9
• Beneficiaries (Age & ethnicity)	10
• Beneficiaries (Purpose of Visit)	10
Existing provision	
Organisations based at Centre	11
Activities & services delivered at centre	12-13
Funding	14
Developments	15
Finances	please refer to Annual Accounts 2006/07

Preliminary Details

Organisation Name & Registered Office:

Scaitcliffe Community Centre LTD
Scaitcliffe community centre
Hannah Street Accrington Lancashire
BB5 0QX

Organisation type: Registered company limited by guarantee no: 5237524

Contact Information

Mr. Munsif Dad JP, Development Coordinator

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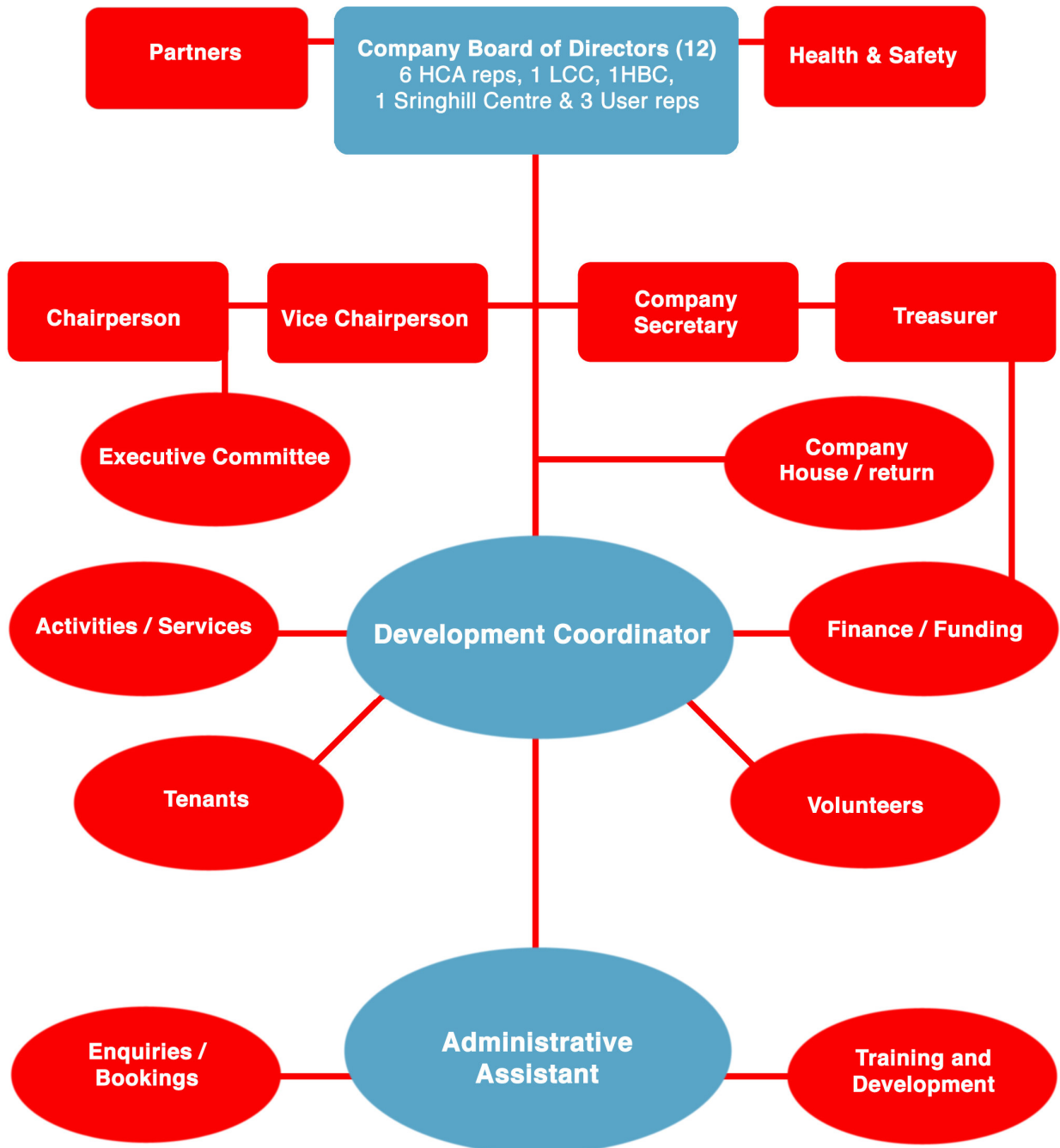
Bankers:

Yorkshire bank plc
Blackburn Road
Accrington BB5 1JN

Accountants:

Watts Accountants
Total Accountancy and taxation Solution Ltd
104 Waterloo Road, Cape Hill
Smethwick West Midlands B66 4JN

Organisation Structure & Management:



Chairperson foreword



In 2004 the Lancashire County Council made a significant contribution to the community living in Central and Spring Hill which are the most deprived wards of Accrington in Hyndburn, by donating the former Spring Hill School reception building at a nominal sum, so that the local residents can benefit by ownership, leadership and managing a recently set up company in the name of Scaitcliffe Community Centre Limited.

I am delighted to have served as the chairperson for the past three years of Scaitcliffe Community Centre Limited. We have team of dedicated, committed and skilled people who are contributing voluntarily on the management committee.

It is great to see local people managing, capacitated and empowered to take control. There was a great need for a more localised facility where public services can be delivered for the benefit of local residents.

The existing and new resources have come to Hyndburn because of the prevailing circumstances in our neighbourhoods and in the communities, particularly those faced by the ethnic minority community.

We are working closely with all the relevant partners and will make sure we continue to work even more closely with them in the coming year. This achievement has only been possible with the help and support of our partners, volunteers and the community for which I am very grateful.

I would like to pay tribute to the hard work and commitment of the committee and staff and congratulate everyone who has contributed to the development of the Scaitcliffe Community Centre.

I believe we will go from strength to strength in the coming years and will extend our activities to the full age range of the community by developing a network of support from statutory and voluntary agencies.

County Councillor Doreen Pollitt
Chairperson, Scaitcliffe Community Centre Ltd

Development Coordinators foreword



During the year 2006/07 it was a privilege to work as a development coordinator for Scaitcliffe Community Centre Limited. I work with a team of professional, highly skilled and competent people. I have gained great knowledge and skill from people that I work with on daily basis at the Community centre.

There has been a significant development and achievement for the Scaitcliffe Community Centre in my role to serve the community of Hyndburn. The Scaitcliffe Community Centre is here to initiate, promote and develop services, which will improve the educational, economic, health, social and recreational facilities for the people of Hyndburn. The new community centre has enabled us to achieve this more effectively.

The Scaitcliffe community centre was able to give local young people a place to do work experience as placements from schools and the community as self referrals.

We were successful with our funding bid to Neighbourhood Renewal Fund (NRF) transitional funds for £21,500.00 to continue my post as a development coordinator for year 2006/07 (fulltime).

With funding received from Tudor Trust £30,000.00 (£10,000.00 per year for 3 years) last year for a full time Receptionist / Administrative Assistant.

During this year I have been successful with many funding bids to continue the activities, services and projects to benefit the local community. (See below in report under funding application).

We have continue to work closely with Spring Hill Community Centre and St James Centre on training, policies and procedures, sharing information for best practice and developed partnership working. I am working with Partners, stakeholders and various voluntary and community organisations and local residents to provide services to meet the needs of the local community.

Following a very successful open in October 2006, we have continued to attract business from various statutory, community and voluntary organisations. My main aim is to continue developing projects, activities and services to meet the need of the community and also generate enough revenue so that the Scaitcliffe Community Centre is able to be self financed.

I would like to thank the Chairperson, committee members and volunteers for their kind support. I will work very hard to further develop and to establish this community facility for the benefit of the whole community.

Munsif Dad JP
Development Coordinator SCC

Our Customers and Stakeholders acknowledgement

The Scaitcliffe Community Centre is open to the whole community and everyone will be welcomed to participate in the facilities, activities and services offered. The notion of inclusion and cohesion underpin the way forward to build a vibrant community centre. We shall particularly seek to attract people from disadvantaged communities and those not currently accessing services. The policy of the Scaitcliffe Community Centre is to work with and for the benefit of our customer.

We thank and hope to continue the support from all our Stakeholders and Partners with whom we are working which include the following:

- Hyndburn Community Network (HCN)
- Connexions
- Lancashire County Council
- Hyndburn Borough Council
- Hyndburn First, the Local Strategic Partnership
- Accrington & Rossendale College
- LCC EMA Support Services
- Hyndburn Park, Woodnook and Springhill County Primary Schools
- Moorhead, Rhyddings, Hollins and Mount Carmel Secondary Schools
- Hyndburn Age Concern
- Prospects Foundation
- Accrington Jobcentreplus
- Pakistan and Kashmir Friends Association
- Millan Women's Group
- People of Accrington and Church Together
- Schools Forum
- Social Services Care Reference Group
- Hyndburn Sure Start
- Women's Centre
- Church, Central and Milnshaw Neighbourhood Management
- Neighbourhood Renewal Community Voice (NRCV)
- Awaaz Women's Social Care
- Springhill Network Group and Springhill Community Centre
- Al-Fazal & Saut-ul_Quraan maddrassa
- Hyndburn & Ribble Valley Council for Voluntary Service
- Lancashire Youth Association
- Black and minority Ethnic Forum (BMEF)
- Lancashire County developments Limited
- British Telecom (BT)
- Learning and skills Council
- LCC BME Pact
- Lancashire Wide Network for Minority ethnic women (LWNMEW)
- Fountain And Richmond Residents In Action (FARRIA)

Organisational objectives:

The Object of the organisation can be summarised as:

1 To promote any charitable purposes for the benefit of the community of Hyndburn and the surrounding area, and in particular the advancement of education, the protection of health, the relief of poverty, the promotion of public safety and prevention of crime, the advancement of racial harmony and community cohesion, the provision of recreational and leisure facilities, with the object of improving the conditions of life of persons in need by reason of their youth, age, infirmity or disablement, unemployment or social economic circumstances, or other disadvantage, or for the public at large.

2 To provide and manage a community centre and to promote and organise co-operation between local inhabitants, voluntary and community organisations, statutory bodies and other agencies in the achievement of these purposes.

Organisation mission statement:

Scaitcliffe community Centre is dedicated to being a leading social enterprise in Accrington and surrounding areas promoting and operating inclusive activities to create social and economic inclusion for disadvantaged communities, in particular the vulnerable, young and elderly persons.

Scaitcliffe community Centre's Mission Statement shared by its Board, and staff, is:

"To develop and implement initiatives which will embrace and enrich the education, training, employment, health, social, cultural and recreational needs of the local community."

To achieve this Mission Statement, Scaitcliffe Community Centre offers a range of means to ensure those people most at risk get the tools they need to make their lives better. Services and activities currently encompass:

- Numeracy and literacy support and Capacity building;
- Active citizenship, including volunteering;
- Community issues related to crime and disorder;
- Children, young people and family learning;
- Sign posting for Information, Advice and Guidance;
- Information and communication technology.

Organisation Values:

Scaitcliffe Community Centre operates within strict charitable, legal and ethical guidelines.

The Organisation offers equality of opportunity for its employees, users and Trustees.

The Organisation forges close and mutually beneficial relationships with partners.

The Organisation nurtures its employee, student and Trustee teams, introducing measures to promote job satisfaction.

Core Competencies:

A review of the current situation analysis shows Scaitcliffe Community Centre has developed core competencies in the following areas:

- Organisational management – with over 3 years of management experience, plus the experience of key staff and community involvement the organisation is well placed to develop its services locally;
- Enterprise development – working with professional advisors the organisation has been involved in identifying and developing innovative and successful enterprises responding to disadvantaged community needs;
- Business management and partnership working – SCC has carried out an extensive number of projects with partners involving assembly of funding bids, defining needs and analysis, partnership working and negotiation;
- Promotion – SCC has an extensive network of promotion and marketing including posters, direct advertising, community meetings and work with partners. A Marketing Strategy has been developed by Board Members.
- Board Members – the Board has extensive links with local organisations, which has enabled the SCC to secure its market niche. In addition, the Members have extensive direct experience of working in Accrington over many years and with groups and individuals of the community;
- Training and capacity building – Board Members, staff, and volunteers have extensive opportunities for skill development, business training on an ongoing basis, which enables the organisation and individuals to fulfil their potential, adding coherence to operations and clarity to activity;

Local Membership and Involvement – The organisation, its Board, the staff, and volunteers are drawn from the local community and are familiar with the challenges of local life. Their involvement enables the organisation to translate its intentions in a way local people can relate to, whether that is in advertising, talks or in other ways, which makes the services appropriate to need, welcoming and creates a sense of local ownership.

Beneficiaries for 2006/07 (Age group & Ethnicity)

Quarter	Children, & young people aged 0-19 years (Ethnicity)	People aged between 20- 49 years (Ethnicity)	People aged 50+ (Ethnicity)	Total
Apr-Jun 06	63	607	99	779 (P 555 K 80 B 22 W 87 O 35)
Jul-Sept 06	44	164	41	249 (P 140 K 24 W 66 B 4 O 15)
Oct- Dec 06	7	397	55	459 (P 309 K 77 W 24 B 17 O 32)
Jan-Mar 07	12	448	99	559 (P 363 K 128 W 30 B 7 O 31)

P- Pakistani K- Kashmiri W- White European B- Bangladeshi O- others

Beneficiaries for 2006/07 (Purpose of visit)

Quarter	Education & Lifelong Learning	Advice, Information & Guidance	Social Interaction & luncheon club	Home work, Course and out of school club	Meeting, Training & signposting	Total
Apr-Jun 06	496	10	99	63	111	779
Jul-Sept 06	140	7	41	44	17	249
Oct- Dec 06	330	35	55	7	32	459
Jan-Mar 07	302	32	99	12	126	559

Existing Provision

Organisations

Current organisation, services and activities & staff and duties at SCC please see below table :

Room no	Org	Project	Staff (title)	Activity / Service
2	SCC	Project development	Munsif Dad (Manager)	Reference point Projects & Staff management Policies & procedures SCC Board Administration Financial management Marketing / networking HCA projects manager Out of School ICT club
3a	HCA	Community Education Club	Shazad Dad (project coordinator)	(7-10 year olds) Liaison between schools, parents and pupils
7	HCA	BME Small groups development & H & RV BMEF admin/support	Mohammed Abid (dev officer) Rozina Bi (administrator)	Support for BME small groups in Training, policies, information and advice on funding Admin support for H & RV BMEF
16	ACC & ROSS College	Community courses	Shanaz Hussain (CP& E Officer)	Coordinate Community courses Information & advice college courses
16	HCA	Advice & Info Officer	Baboo Raees Hussain	Advice, Information and guidance to local residents
18	HCA	Child Improvement Programme	Isma Javed (Project coordinator)	Out of school ICT Club (10-14 year olds) Liaison schools, parents & pupils, Bi-lingual Information & support for parents education system & during Transition from primary to secondary schools
19	Athletic Club	Sports development	Don Lennon (sports coach)	Sport coaching in Schools Organises sports activities during Holidays & evenings
21	LCC	EMASS	Mohammed Yaseen (CELO) Ahmed Ali (CELW)	Home work clubs Liaison between schools, parents and other relevant agencies Information and support for parents on education
11a	HCA	One world many communities project	Neelam Mahmood (project coordinator)	Inter-faith activity in schools and community setting Liaison between all faith communities in Hyndburn
11b	HCA	Mentoring Scheme project	Mohammed Ayub (Project coordinator)	Identify, recruiting & train volunteers in industrial mentoring Mentoring sessions for 11-19 year olds in schools & centres
Reception	SCC	Administration	Gulbaz Khan (Reception / Admin)	Point of reference, Receptionist duties. Welcoming customers, Booking of rooms, Administrative duties Health & safety

ACTIVITIES:

Activities and services that being delivered at the Scaitcliffe Community Centre.

<p>One-Stop Shop</p>	<p>The staffed reception desk and central circulation area is acting as a one-stop shop, signposting people to in-house providers and to information about other voluntary and statutory services.</p>
<p>Meeting People and Networking</p>	<p>The central circulation area is providing informal seating and coffee tables to encourage visitors to circulate, meet people, converse, have a hot drink in the kitchen and read information boards.</p>
<p>Lifelong Learning Activities</p>	<p>The development Co-ordinator works with learning partners (Accrington and Rossendale College, LCC EMA, local schools) to expand on existing learning activities, both informal and accredited, for young people, adults, and hard-to-reach groups. Our approach encourages the social integration of different age groups, ability levels, ethnic and cultural backgrounds. Learning activities include:</p> <p>Homework Club – in partnership with LCC Ethnic Minority Achievement Support Services, the project targets young people aged 10 to 16 to enable them to undertake homework and course work with qualified tutors, including use of the IT suite;</p> <p>Community Education Club, Parents and Pupils Learning Together – in collaboration with Accrington & Rossendale College, Ghousia and Raza Mosques, Springhill and Hyndburn Park Primary Schools, the scheme is a National Curriculum based computer support programme for pupils aged 7 to 11 years, with parents being encouraged to attend to develop their own IT skills;</p> <p>Child Improvement Programme – undertaken with Ghousia Mosque, Springhill and Hyndburn Park Primary Schools and Moorhead and Rhyddings High Schools, the project offers activities for children aged 10 to 13 years to support the transition from Primary to Secondary schools and undertake holiday support;</p> <p>Community Courses – in collaboration with Accrington and Rossendale College, the scheme enables community groups, volunteers and individuals to benefit from a range of courses designed to meet their identified needs, including the Stepping Stones Foundation Course for young women, Citizenship courses, ICT courses, ESOL, and Jobseekers training.</p> <p>Other Adult Education Courses – we work with partners such as the Women’s Centre, the Parental Involvement Team and LCC Adult Education to offer an extensive range of formal and informal courses including First Aid, Health and Safety, and Child Protection;</p> <p>Ethnic Minority Achievement (EMA) Advice – through Lancashire County Council, Ethnic Minority Achievement Advisors are based at the Centre, they work with teachers and training providers to ensure that resources and support for ethnic minority learners, and those for whom English is an Additional Language (EAL), is available to narrow the achievement gaps experienced in some cases by ethnic minorities.</p> <p>Numeracy and Literacy support – in collaboration with Accrington & Rossendale College, the project will engage adults in learning, some for the first time since school, encouraging them through family literacy and numeracy</p>

	<p>sessions, or by linking to other areas of learning such as IT, art or other courses.</p>
<p>Personal Development and Employment Support</p>	<p>Voluntary Mentoring Scheme – in partnership with Connexions, Hollins Technology College, Moorhead, Rhyddings and Mount Carmel Secondary Schools, Norden High School, Rhyddings High School this project targets disadvantaged and disaffected young people aged 13 to 19 years who benefit from mentoring from trained volunteers to assist in their lives as well as enabling local people to access employment opportunities through skills training;</p> <p>Employment Support – The Development Co-ordinator is working with Accrington & Rossendale College and Jobcentreplus to provide assistance with job applications and interviews, improve links to employers, and set up job tasters.</p>
<p>Care and Support for the Elderly</p>	<p>Advice and Information Service – funding was secured from Lloyds TSB foundation by Hyndburn Cultural Association and advice & Information Officer has been based at the centre to provide advice and information service to local residents on matters concerning the elderly.</p> <p>Social Interaction and Luncheon club provides opportunity to local elders (50+) to attend the club on Mondays and Wednesday, to socialise read papers meet new people and also eat a healthy hot lunch.</p>
<p>Training and Support for Women</p>	<p>The Millan Women’s has been based at the Scaitcliffe Community Centre to provide educational, employability and training courses and advice to women, including ICT training, in collaboration with Accrington & Rossendale College; The Women’s Centre is to run courses for women on a sessional basis, and provide crèche facilities.</p>
<p>Youth and Child Provision</p>	<p>Hyndburn Cultural Association in collaboration with Connexions Lancashire have a Project coordinator based at the Centre, to facilitate training and employment advice for young people, as well as running the Volunteer Mentoring Scheme described above;</p>
<p>Advice & Guidance</p>	<p>The Hyndburn Cultural Association intends to provide drop-in sessions for people to call in for advice, guidance and counselling and would work with Community Advice Centre staff.</p> <p>The staffed Reception desk in the central circulation area is able to give more general information and signposting to services.</p>
<p>Community Safety</p>	<p>The local Police are visiting the centre to talk with staff and centre users and are to hold community meetings at the Centre.</p>
<p>Health & well being</p>	<p>Hyndburn Cultural Association with funding received from Hyndburn & Ribble Valley Primary Care Trust for a pilot project. Luncheon and social inter-action club for community elders aged 50+ and other information about Diabetes, the Healthy Heart programme, Mental Health and Stress Relief (not confirmed).</p>
<p>Community Groups</p>	<p>Community Groups;</p> <p>We have been encouraging various community groups to use facilities at our centre e.g. meeting and activity rooms etc.</p> <p>FARRIA, Millan Women’s group, Pakistan and Kashmir Friends Association, Kashmir Sports Club and Central Residents Association.</p>

Funding (Revenue for year 2006/07)

In addition to rent, the existing HCA projects now operate from the Scaitcliffe Community Centre will be able to contribute towards telephone, internet, heat and light costs for their projects. A small amount of additional income will be generated through donations, equipment hire and photocopying charges.

Revenue grant funding of £21,500 has been secured from the Neighbourhood Renewal Fund for the salary of the Centre Development Co-ordinator until March 2007. To ensure the success of the Centre, we consider a full-time development worker to be essential initially: to promote the Centre and attract new users; to liaise with stakeholders; to set up initial systems for health and safety, visitor access, maintenance etc.; to develop self-generated income streams; and generally to troubleshoot the teething problems of a new centre. Grant funding will be necessary during the first 3 years, so further funding will be sought from April 2007. Following this development period, it is intended that the hours of the Centre Co-ordinator are reduced to part-time, and be financed by income generated by the Centre.

Funding Applications for 2006/07

Funding Source	Amount	Decision made	Purpose	Project successful
Awards for All	£10,000.00	January 07	Fire alarm, External Lighting Health and safety improvements	June-July 2007
Local Network Fund	£6,958.00	January 2007	Numeracy, literacy & ICT for young people	March 2007 till December 2007
Big lottery fund	£129,165.00	February 2007	Continue Luncheon club, promote consumption of healthy food and work with PCT and other agencies	Yes, Project started April 2007 until March 2010
NRF Transition 07/08	£21,500.00	February 2007	Salary development coordinator for 1 year	To continue, 1 st April 07 till 31 st March 08

Developments for 2007/08

- To continue working closely with Spring Hill & Resource Centre
- To promote services and activities to generate income
- To create safe and secure environment for service user and Providers
- To work to the aims and objectives of organisation
- To lease office space and maximise room hire at the earliest Opportunity
- To practice and promote equality, diversity and cohesion
- Organise open day for Sept/Oct 2008
- To register as a charity with charity commission
- To identify and develop projects to meet local community needs
- To improve active membership of management committee
- To organise appropriate training for staff, volunteers and management committee members
- To identify and secure funding until we are able to self-sustain
- To review policies and procedure and develop others when needed

**THE ANNUAL REPORT 2006/07 WAS PREPARED BY
MUNSIF DAD DEVELOPMENT COORDINATOR SCC**



Opportunity, Equality and Diversity