

## THE GARVALD TRAINING CENTRE LIMITED

### REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS

#### INTRODUCTION

The Accounts for the year ending 31 August 2004 reflect an Income and Expenditure which show a small surplus in Day Services and a healthier financial position within Accommodation.

This position is a reflection upon the "fee" figure granted by our funders, which allows little scope for expansion in day services though more flexibility in our Accommodation services. This is largely due to the healthier Supporting People funding position which will however be subject to change in the next financial year. New service level agreement negotiations will be undertaken during the next financial year.

The period up until August 2004 has been punctuated by change or impending change.

#### WINDS OF CHANGE

I was appointed as Director in April 2004. In March, the appointment to a new post of a Finance & Administration Manager had also taken place. There was therefore a fundamental change in the management structure and consequent bedding in of two new postholders' half-way through this accounting year. It had been also indicated that the Chairs of both the Board of Management and the Trust would be standing down at the end of the calendar year. As noted above, further changes were anticipated in Supporting People funding arrangements as well as Service Level Agreement arrangements for Napier Care Home and the day services.

#### MISSION STATEMENT

Garvald Centre Edinburgh has ascribed to the following statement.

" Inspired by the ideas of Rudolf Steiner we provide day and accommodation services to people who have a learning disability. In striving to build community together, we recognise and value the uniqueness of each person and seek to create a quality of environment, activities and social relationships enabling people to realise their potential."

Over the time period of this report we have revisited the statement in both accommodation and day service settings with varying degrees of intensity. I will return to this theme later on in this report.

## REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS (Contd.)

### Members, Residents and Tenants

Garvald Centre Edinburgh's principal focus is on providing services that are of value and worth to our members, residents and tenants. A system for monitoring the pulse of members' wishes and requirements is the Members' Rep Group. In keeping with the winds of change theme, it too has experienced a change in Chair and personnel. Facilitated by one of our Day Service Managers and a Supported Accommodation worker, it reflects the group's membership through its representation of the 11 workshops.

The annual Awards ceremony held in Gorgie in September 2003 marked the successful completion of over 60 awards in conjunction with BC Consultants (Borders College).

Residents in Napier have experienced significant refurbishment to their accommodation, which will continue into the new financial year. Tenants in both Merchiston and Slateford Green, as well as those supported by the Outreach Team, have enjoyed the benefits of their own tenancy agreements on a Short Shared Tenancy Agreement basis.

### Parents and Carers

Parents and carers continue to receive updates of developments within the services we deliver and information about the wider community. This had been established by the previous director and has been continued by myself. Garvald Centre also has representation on the South West Carers Forum. Once more, however, a change in this representation is anticipated and will need to be reviewed in the near future.

Overall, we will seek to provide our membership with a capacity building post to allow members, residents and tenants to continue to be equipped for and experience new opportunities.

### Accommodation services

It is approximately 20 months since the two former community houses closed. With some people from the Napier house, 9 residents moved into their new tenancies. Garvald Centre now provides supported accommodation for 9 tenants in Merchiston Avenue, 10 tenants in Slateford Green, and a further 12 tenants in 9 flats supported by the Outreach Team. In the main, these premises have been provided by Canmore and Dunedin Housing Associations. As has previously been indicated, the Supporting People funds have been instrumental in the development of our service, and with small amounts of Care at Home and Independent Living Funds monies, provide accommodation for 41 tenants throughout the central part of Edinburgh.

## REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS (Contd.)

It should also be noted that Canmore and Dunedin Housing Associations will merge into one housing association in the summer of 2005. Our excellent working relationship with the two agencies will however be maintained.

We have benefited greatly from the assistance and support of FAIR (Family Advice and Information Resource). A new contract was negotiated within 2004. FAIR's expertise continues to assist both tenants/residents and staff negotiate the multifarious maze of Department of Work and Pension regulations.

The outcome of these changes has meant that the number of staff in August 2004 has increased by 12 over the year to 77 FTE.

Our one remaining community house, Napier Road, continues to be registered and regulated by the Care Commission. Throughout the year physical changes have taken place, addressing both the need to comply with DDA (Disability Discrimination Act) legislation and the inevitable cyclical maintenance expenditure on a Victorian villa. It is anticipated that early in the new year a comprehensive assessment programme of residents' needs, carer views, staff requirements and Board consideration will determine the future role for this resource. It is anticipated, however, that the SLA negotiations will enable the resource to continue until at least 2007.

Staff training for senior managers in accommodation has continued to be a primary focus and commitment. Registered Management Award courses have been embarked upon. Accommodation Service Manager deputies have been afforded SVQ4 opportunities with other (support) staff being offered SVQ3 (Care) training throughout this and the coming year. Our links with BC Consultants (Borders College) remain strong but we have also benefited from other agencies including Training for Care and ARC (Association for Real Change).

### Day services

The number of members using our two workshops, shop premises, college liaison services is over 110. The capacity of Horne Terrace is limited to 40 allowing for use of the shop (Mulberry Bush) facility in Morningside Road. Gorgie Road has a capacity of 60.

There has been a significant increase in the salary costs of Day staff salaries, following the benchmarking review of terms & conditions and subsequent regarding decisions.

The number of staff, including one to one workers employed throughout the day service is 26 FTE.

## REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS (Contd.)

Workshop outcomes are mentioned more fully in the section relating to activities. Suffice to say the continued enterprise and innovation of the day services workforce and the talents of our members have resulted in significant opportunities and experiences being realised. These include the purchase of a new bakery vehicle, commissioned work requests and staff & member involvement in Borders College awards and SVQ (Care) achievements.

### Admin

These accounts precede the introduction of recommendations for an administrative and finance review. This included the introduction of a new IT system, revision of the website and retirement of our Finance Assistant of 30 years standing. The effect of the way that the new Finance & Admin Manager post, and how the new administrator responsibilities and posts will pan out, are eagerly anticipated in the coming year.

### ACTIVITIES

Many achievements, too numerous to catalogue in detail, have been recorded this year. Our major art exhibition in the Edinburgh Traverse Theatre, entitled Dogs in the City, was displayed in May. Five members displayed their work in this venue, which we hope will become a regular event. Tenants from Slateford Green regularly contribute towards the activities of their garden plot. The Mulberry Bush shop continues to offer training and experience for members in a commercial environment. Recycling within Gorgie in green pyramids has been successfully pioneered and built upon.

The year has been both exciting and at times difficult to navigate through. We have still to acquire new alternative premises for Horne Terrace, negotiate major fundraising and financial stabilising efforts to ensure the Centre's continued existence on a firm basis. This will require strong negotiation with our funding bodies. The Board of Management support and assistance in this task as well as those previously mentioned has been gratefully received and will continue to be appreciated.

Garvald Centre therefore enters the new year looking forward to a modernising and more profile-raising period. We hope this will promulgate our aspirations and mission statement whilst at the same time preserving our unique sense of value and distinguish us from services traditionally offered elsewhere.

### ON BEHALF OF THE BOARD

VICTOR CHLEBOWSKI  
DIRECTOR  
February 2005