



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2008		31	03	2009

Reference and administration details

Charity name SWANSEA PEOPLE FIRST

Other names charity is known by None

Registered charity number (if any) 1117899

Charity's principal address C/o Longfields Day Service

6 Bethany Lane, West Cross

Swansea

Postcode

SA3 5TL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sharon Dixon	<i>Vice-Chair</i>		
2	Kaynie McLellon			
3	Ian Mansell			
4	Mark Owens	<i>Co-Chair</i>		
5	Dr David Lloyd AM			
6	Rick Wilson	<i>Chairperson</i>		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Lynn Coleman (Project Coordinator)

Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	Constitution
How the charity is constituted (e.g. trust, association, company)	Charitable Organisation
Trustee selection methods (e.g. appointed by, elected by)	Elected from Membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

- A Trustees Annual Report is prepared
- Annual audited accounts provided
- Management and practice for **People First** groups
- Work under the umbrella of **ALL WALES PEOPLE FIRST**
- Joint working with **City and County of Swansea Social Services** (Learning Disability Services), **Swansea Local Health Board**, **Swansea C.V.S** and from **MAP**.

Objectives and activities

Summary of the objects of the charity set out in its governing document

The relief of people with learning disabilities, in particular, but not exclusively, through the provision of an advocacy and advice service and the advancement of public education about the needs of people with learning disabilities.

Summary of the main activities in relation to these objects

- Train and support adults with learning disabilities as peer advocates to provide information on health and well-being.
- Empower people about health information on health rights, and to speak up issues that affect them.
- Make representation to statutory authorities for the provision of improved facilities and services.
- Work jointly with other charities, statutory and voluntary organisations to improve the health and well-being of adults with learning disabilities.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

- Swansea People First runs the '**Peer Health Advocacy Project**' for and with adults with learning disabilities in Swansea.
- There are over 750 adults with learning disabilities in the Swansea area of which around 20 are members of our Project that we support to deliver information on health and well-being to their peers.
- The Peer Health Advocacy Project now delivers health sessions to 15 groups of adults with learning disabilities every month across Swansea to approximately 200 service users in day services, colleges, flexible home support services, residential and respite services with requests for more.
- The Project aims to raise general health awareness, a better consciousness of health rights and what being 'healthy' actually means amongst adults with learning disabilities. We also aspire to communicate these needs more effectively to health professionals, thus improving health outcomes and removing the barriers that prevent adults with learning disabilities from receiving the services they deserve.
- The main objectives of the project can be summed up briefly below:
 1. To help people **talk** about their health **needs**
 2. To help people **understand** health **problems**
 3. To highlight **gaps in services**
 4. To help people **learn** more about **health rights**
- Our aim is to help, enable and empower people to have a say in the things that affect them and to encourage people with a learning disability participate more fully on an individual level, in services and their communities for involvement.
- The Peer Health Advocacy Project is unique in Wales and utilises the power of peer advocacy which empowers the person delivering the information, as well as the recipient.

Summary of the main achievements of the charity during the year

Events, Activities and Achievements

- Peer Health Sessions to 15 groups every month to 200+ people, including 3 new groups and one in residential care.
- Programme for 2009 for groups delivering a new 6 week programme of peer led sessions with improved monitoring and evaluation.
- Up to date we have delivered health sessions on 30+ different health and well-being related topics supporting people to talk more openly about their health and the services they receive.
- Health Fair in July 2008 at Liberty Stadium. Biggest yet 250+ people with over 30 stands.
- We now have 18 members – 8 have joined us from groups receiving the sessions.
- 5 members of the Project successfully completed the CRUSE 'Listening Skills' Course. Continuing for 5 more members in 2009.
- We have been working with the Ospreys and Wales rugby team to promote health and fitness. Members trained at Llandarcy with a selection of players in May 2008 and had tour of the Liberty Stadium in Jan 2009.
- One member of the Project, ANDREW EVANS successfully completed a 'Leadership Course' run by All Wales People First and funded by the Electoral Commission. It is hoped to run this course for 12 more members of Swansea People First over the next 12 months. Our funding bid to the Welsh Assembly via BILD was successful in Oct 2008 to keep the Project going for the next 2 ½ years.
- ANDREW EVANS also continues to work 3 hours per week alongside the Project Coordinator having included his job in the BILD funding.
- We have also received nearly £5000 from HEART RESEARCH UK for the development of accessible games to promote healthy hearts and exercise. This follows on from a successful pilot scheme. The game, called 'HAVING FUN WITH A HEALTHY HEART', to be used with 15 services and to include an instructional DVD produced by a service user.
- Two very important member meetings for feedback and opinion on the Annual Health Checks and the proposed joining of Mental Health and Learning Disability Services.
- Confidence in new skills and health awareness raised further.
- Regular Meetings of members and of the Management Committee.
- Commencement of the second CRUSE Bereavement Care 'Listening Skills' course for 7 people in January 2009 completed in March 2009.

Achievements and performance

- Swansea People First continues to be recognised as a centre to deliver OCN qualifications.
- Development of an 'Alcohol Awareness' programme to commence May 2009 in conjunction with the C.S.T. Swansea, Swansea People First and WGCADA (West GLAMORGAN Council for Alcohol and Drug Abuse).
- Since Sept 2008 we have been working closely with the Community Dental Service delivering peer led dental health sessions. Members of groups to develop their own related poster and leaflets.
- Project links to the Implementation Framework of Learning Disability Services in Swansea.
- ANDREW EVANS working in the Project to assemble copies of 'My Health Book' (A Communication Tool and personalised account of health information for adults with learning disabilities which is to be used during visits to the Doctor and Nurse as a communication tool, especially during the Annual Health Check) Delivered to 225 service users.
- Presentations to Social Work Students and G.P. Trainees at the University of Wales, Swansea.
- Monitoring and Evaluation of all services to improve and develop the Project.

Development of the Project

- Establishment of a strong and effective Management Committee.
- The committee has 13 members, 6 of whom are Swansea People First members. We hope to co-opt 2 new members onto the Committee at the AGM.
- Newsletters printed, distributed and available online 3 times a year.
- Swansea Local Health Board/Bro Morgannwg Speech & Language Therapy Sessions.
- Learning Disability Services in Swansea Mencap Participation Service.
- When funding becomes available the book to be used as part of the contract for Care Provision as means of evidence that health needs are being met.
- Working closely with Dental Services ABM Trust.

Financial review

Brief statement of the charity's policy on reserves

Swansea People First will retain a month's salary for its 3 current employees and for a month's rent payments should further funding not be forthcoming.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- The charity's principal sources of funds (including any fundraising).
- How expenditure has supported the key objectives of the charity.
- Investment policy and objectives including any ethical investment policy adopted.

- Audited accounts for the financial year **2008/09** are included.
- We are a Peer Advocacy Project primarily funded by an Advocacy Grant Scheme from the **WAG** (Welsh Assembly Government).
- Swansea People First will receive its core funding from 2008-2011 from the Welsh Assembly Government via **BILD** (The British Institute of Learning Disabilities) but receives supplementary funding from the City and County of Swansea and other charity trusts such as **Heart Research UK** or **Lloyds TSB** which we will continue to approach to develop and extend the Project.
- **Swansea People First** had to follow strict advocacy standards and objectives to be able to obtain further funding.
- Expenditure of core funding has been set out and planned when submitting funding bid and encompasses staff salaries, office overheads, transport and resources for the running of the 'Peer Health Advocacy Project' which is supplemented by match funding from other sources and our bank account reserves.
- Further or separate funding received is spent on resources, expenses and salaries for specific projects when restricted or used as unrestricted funds where necessary or kept in reserve.
- For the year ending Mar 31st 2009, the expenditure (£53,879) outweighs the income (£40,324) for which part of our bank account reserves at Mar 31st (£22,244) made up of funding received in the previous year accounts for the shortfall.
- Our accounts are audited by an independent examiner (Tessa Finch FMAAT, Finch Accountancy, 86 Station Rd, Kidwelly, Carmarthen, SA17 4UR) in accordance with the general directions given by the Charities Commission.

Other optional information

Staff Members:

Mrs Lynn Coleman (Project Coordinator)
Mr Daniel Bamsey (Administrator)
Mr Andrew Evans (Project Support Worker)

Management Committee:

Mr Rick Wilson (Chairperson)
Miss Louise Armstrong (Co-Vice Chair)
Mr Julian Hall (Treasurer)
Ms Joyce Barker (Co-opted Committee Member)
Mrs Lynn Coleman (Secretary)
Miss Alison Rees (Co – Secretary)
Ms Joanne Lane (Head of Corporate Services, Swansea, LHB)
Miss Lisa Barker (Member)
Ms Elizabeth Fair (Co-opted Committee Member)
Mr Mark Owens (Co-Chairperson)
Ms Kaynie McLellon (Committee Member)
Mr Ian Mansell (Committee Member)
Ms Cathy Murray (Committee Member)
Dr Dai Lloyd AM (Committee Member)
Mrs Sharon Dixon-Griffiths (Committee Member)

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>R. Wilson*</i>	
Full name(s)	Rick Wilson	
Position (e.g secretary, chair, etc)	Chairperson Management Committee	
Date	30/10/2009	

* Physical copy available with signature