



"The staff are wonderful at helping us feel included."



contents

<u>section</u>	<u>page(s)</u>
welcome	1
individual advocacy for adults	2 - 5
individual advocacy feedback	6
children's hearings advocacy	7
collective advocacy in East Lothian & Midlothian	8
lothian-wide experience-led projects	9 - 13
LEARN	14
volunteering	15 - 16
peer collaborative	16
collective advocacy evaluation	17
summary financial information	18 - 19
who's who	20
contact us	21

welcome

Welcome to CAPS' Annual Report for 2020

It's certainly been a memorable year, 2020! Since March our staff team have been working from home and we've been finding new ways to connect with each other and all the people we work with.

"Necessity is the mother of invention", so we quickly embraced **video technology** and have been holding our collective advocacy group meetings on Zoom. This has widened access for many people whose mental health made it difficult for them to attend physical meetings.



CAPS Individual Advocacy service has been operating remotely too and we have been providing advocacy to people from East Lothian and Midlothian in hospital and the community by telephone and WhatsApp.



The In's and Out's – (welcome and goodbye)

In January, Donald Preston joined our Individual Advocacy team and a new addition in November was John Player who takes on a new role with us as the Drug & Alcohol advocacy worker.

We've learned how to recruit and carry out induction remotely and in June welcomed two new Children's Advocacy workers (Lara and Rosie) to provide advocacy for children and young people going through the Children's Hearings process.

Kirsten returned from her PhD studies and carried on the Oor Mad History work from April to October before moving on. Thank you to Jacob for his work with this project while Kirsten was studying. Fingal Dorman also moved on this year and Carla Sayer is now working with the Psychosis and Personality Disorder collective advocacy projects.

Despite the difficulties presented by the coronavirus pandemic, 2020 has brought some **exciting new advocacy work** to CAPS.

- **Children's Hearings Independent Advocacy** funded by the Scottish Government as part of a national programme.
- Advocacy for people who use **drugs or alcohol** in East Lothian and Midlothian.
- **Thrive contracts** in Edinburgh to set up two new collective advocacy projects for the BAME and LGBTQI+ communities; carry out experience led research relating to eating disorders and promote peer volunteering and development.

Enjoy reading about all the work. Thank you to everyone who made it happen.

Jane

individual advocacy for adults

What we do

We provide Individual Advocacy to adults from East Lothian and Midlothian who use mental health services, to help resolve a wide range of issues affecting their lives. During this year, six part-time members of staff worked with individuals in the community and in the Royal Edinburgh Hospital, where Midlothian and East Lothian acute in-patient beds are based.

Our service this year (April 2019 - March 2020)

352
325
478
418

people were supported to make their own choices in

issues (300 in East Lothian, 178 in Midlothian)

“I was treated with more respect and listened to more carefully - the assessor was more thorough through prompting by the CAPS worker.”

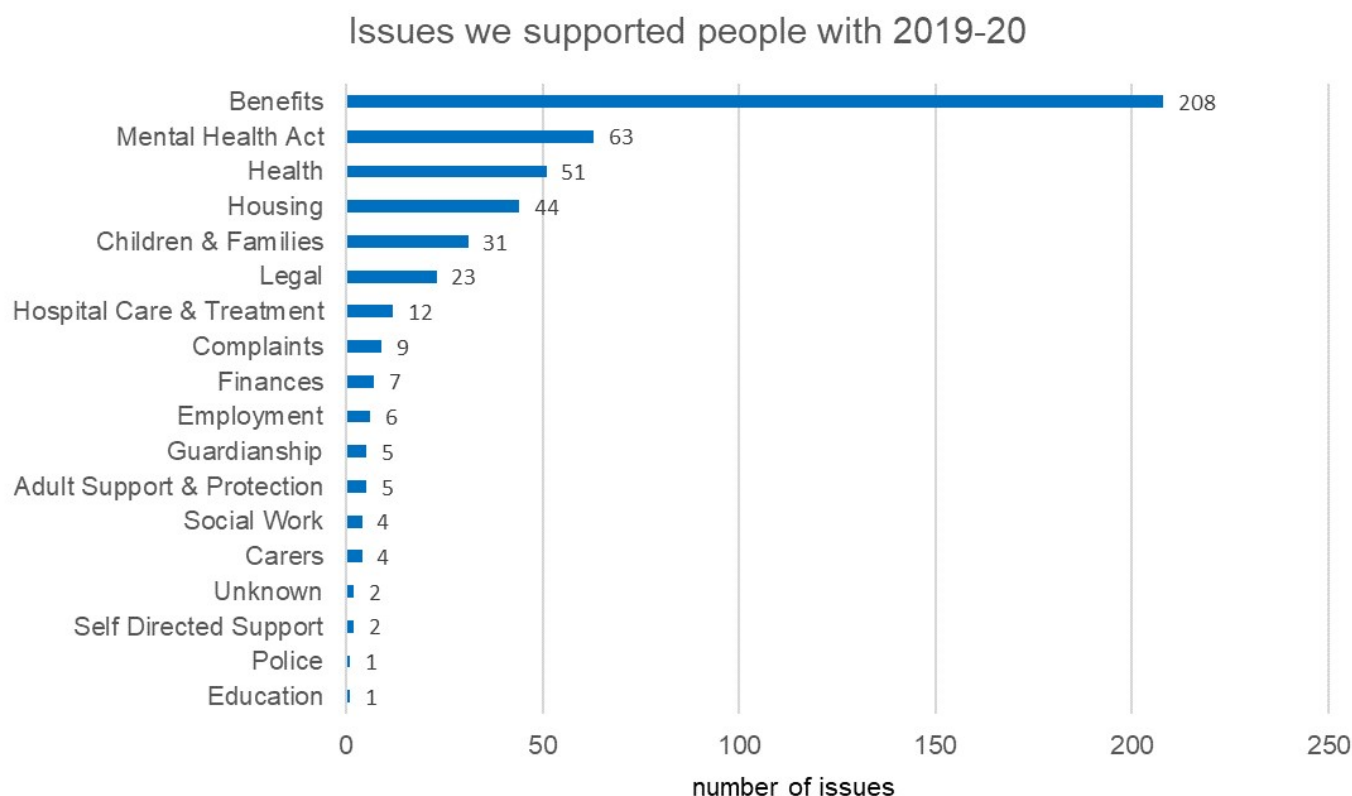
“The friendly support I receive is second to none. Thank you CAPS.”

“It gives me a bit more confidence having CAPS by my side.”

individual advocacy for adults *continued*

What we've been working on

We can support people to navigate almost any situation in which they feel they would benefit from advocacy involvement. This means we work with people on a huge range of different issues, from support at Mental Health Tribunals to dealing with consumer issues. There are some clear trends in the things people approach us for help with:



Many people wanted advocacy around more than one issue, so the total number of issues is greater than the number of people that used our service.

44%

of all our work this year was supporting people with benefits

People particularly ask for advocacy around attending assessments for Personal Independence Payment, Employment & Support Allowance and Universal Credit, as well as around setting up and managing a Universal Credit claim. **We attended 111 benefits assessments this year.**

An advocacy worker can help someone to think about the kind of things they might be asked in an assessment and what they might like to say. We can support people to remember everything they wanted to say on the day and to make sure everything gets across to the assessor. This can give people the best chance to participate fully in a process that many people find stressful.

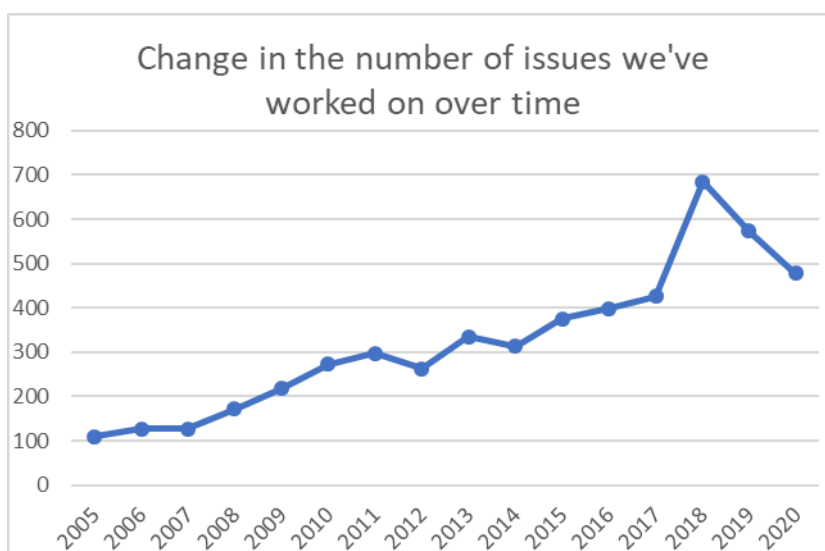
individual advocacy for adults *continued*

COVID-19

It's impossible not to mention the global coronavirus pandemic as it has had a substantial impact on the work we have been doing. Referral levels into our service were much lower than usual in March 2020 as lockdown took effect.

As other services shut down or stopped working face-to-face with people, many meetings that people would have ordinarily asked us to attend with them weren't happening, and the opportunity for advocacy involvement was lower. As lockdown restrictions eased, referrals increased again so the need for advocacy has not gone away.

We continue to challenge services to find ways to involve us and ensure people's right to advocacy is upheld so they can have their voices heard – for example, we are now able to support people at telephone PIP assessments via three-way conference call.



The team are all working remotely and providing advocacy in more varied and creative ways than ever before. We would never have believed a year ago just how much we could achieve by working with people over the phone or through WhatsApp video call, nor that we would be supporting people to have their say at meetings held over Skype, Zoom and Microsoft Teams!

New Drug and Alcohol Advocacy pilot project

We are so pleased to have been awarded extra funding in order to expand our individual advocacy service from July 2020.

We can now offer our independent advocacy service to adults in East Lothian and Midlothian who want our support to have their voices heard due to being affected by drug or alcohol use. Someone coming to CAPS' Drug & Alcohol advocacy service does not also need to identify as having a mental health issue.

This new pilot service can work with people on any issue they might be facing in their lives, just like our mental health advocacy service. People who use drugs or alcohol often face stigma in society and from the services they use so it is vital that they are able to access advocacy to give them a stronger voice.

We have recently recruited a dedicated advocacy worker for this project who will be taking the lead on this important work from November 2020.

individual advocacy for adults *continued*

People we've worked with this year said:

"I was struggling to verbalise as there was so much to explain but [advocacy worker] answered my call and took the time to calm me and go through everything that I was struggling with. That in itself was a huge relief."

"The help and support I get from CAPS is reassuring and reliable and gives me a feeling of 'I am not alone'."

"I feel that having an advocate with me at certain meetings and assessments made a big difference on how I was treated."

"They are right behind you and anything you miss because you are so stressed CAPS are there to put it right."

"She has helped me through some very difficult situations, without CAPS or [advocacy worker] I think I would have not coped."

"I would like to say thank you to CAPS and the advocacy worker who dealt with my case. The worker in question always made sure I understood the options open to me and being realistic but supportive as to what to potentially expect."

individual advocacy feedback

We emailed a variety of different agencies that our Advocacy Partners had been working with this year and invited them to complete an online survey to tell us about their experience of our Independent Advocacy involvement.

We received **17 online responses**.

What did people say?

17 respondents (100%) felt they had enough understanding of what CAPS does as an independent provider of Individual Advocacy.

17 respondents (100%) thought CAPS' involvement had been helpful for the people they had worked with.

16 respondents (94%) said CAPS' involvement had been helpful to the work they did. 1 respondent said they didn't know.

65% of respondents rated the speed of our response Very Good, **35%** rated it Good. **71%** rated the quality & helpfulness of our response Very Good, **29%** rated it Good.

A few of the comments received:

"CAPS workers are always so independent in their approach and always support the person with their views (rather than their own) which is very powerful."

"I have always found staff at CAPS to be very helpful."

"Working in a technical field (law), it is more than helpful to have a skilled advocacy worker facilitating communication in both directions."

"Even during lockdown restrictions, I have always had an excellent response to my queries whether by email or on the phone."

"Our clients have a very high level of trust in CAPS workers and this makes it possible for us to give our clients the kind of service they expect from us."

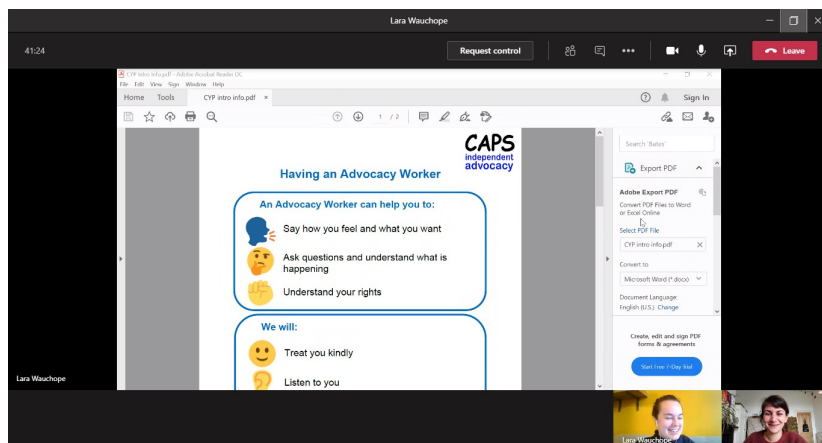
"CAPS is a highly valued accessible service."

"The clients I have worked with would often have had no real voice without CAPS support, as statutory workers are limited in how much we can represent our client's views when they are different from our own."

children's hearings advocacy

The Children and Young People's Individual Advocacy Team works with children and young people aged 5-18 who are experiencing the Children's Hearings System in East Lothian and Midlothian. Our service is part of new Scotland-wide advocacy provision. This is the first time CAPS has worked with children and young people so it is a hugely exciting development for our organisation!

Lara and Rosie, our two children's advocacy workers, started in early June – right in the middle of lockdown! It was a strange time to start a new job and create a new team but we quickly established a fun team spirit and bonded over a mutual passion for consistent punctuation, document formatting and expressive GIFS!



Our 'new normal' way of working - by video call!

Those first few weeks were spent updating policies and developing new publicity materials, including a new webpage for the team on the CAPS website, as well as setting up our own separate office within Old Stables. We really appreciated the support of the wider CAPS team in getting everything ready.

We then started work on promoting the new service. A real highlight was a joint presentation in September delivered by CAPS and Borders Independent Advocacy Service to local Children's Hearings Panel Members. The presentation was attended by over 40 Panel Members and we received very positive praise afterwards:

"...there was unanimous thanks for the input which those present found helpful, interesting, positive and the advocacy itself was described as 'a great step forward', which I think perfectly encapsulates what you are doing in your respective organisations."

With all this in place, we were very excited to officially launch the service on the 14th September and began working with a young person that very same day! Working with children and young people during a pandemic has brought its own challenges. Hearings are currently taking place less frequently and are virtual, but the Hearings that are being given priority are the more urgent and complex cases. We are still in the early days of our service but we're really pleased with how it's progressing and look forward to the months ahead, especially as the service's funding has been extended until at least March 2022!

collective advocacy in east lothian & midlothian

East Lothian Collective Advocacy

CAPS has continued ensuring people's voices are heard within their community on issues that are important to them by supporting people to attend Health and Social Care strategy meetings.

At the end of 2019 and start of 2020, before lockdown, CAPS facilitated a group of people to observe and contribute to the Integrated Joint Board meetings in East Lothian.

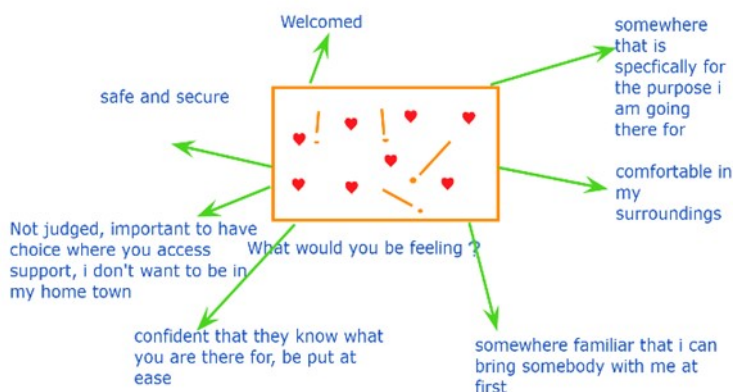
Throughout lockdown CAPS has continued to meet people on Zoom and several of our regular members from East Lothian have joined us for these meetings, including attending the cross-party parliamentary group on mental health.



Midlothian Collective Advocacy

Before, and during, the lockdown CAPS has been involved in the Mental Health Collaborative in Midlothian looking at how services can work in a more joined up way in Midlothian. CAPS has supported someone with their own lived experience to be involved in the Collaborative to ensure that the voice of people who access services is at the core of the work done in the group.

CAPS have been involved in the Midlothian pilot of NES trauma level 1 training, bringing lived experience to the process of rolling out this training. We have supported people with their own experience of trauma to attend the course as 'participants' to provide feedback on how the training works and how it could be adapted in future. We will continue to be part of designing and contributing to the ongoing development of future trauma training in Midlothian.



As part of the re-commissioning of community mental health services in Midlothian, CAPS have been talking with people who use these services to ensure that their voices are heard in the development of services in the future. These have all taken place over Zoom, and people have told us how important it is during these times to be able to feed into service

development. CAPS have also undertaken consultations in Park Cottage to enable people to feedback on their experience of the models of support and the transitions to living independently in the community.

much more than a label

Highlights from 2020

The MMTAL group has welcomed several new members this year. The main focus of the group has been collating all the experiences of people gathered through a recent survey, into a booklet for people who may be diagnosed with Personality Disorder. The group continues to think about the best ways of sharing their lived experience remotely and recently held the first online session for Occupational Therapy students. As well as this, two people from the project have joined the Scottish Personality Disorder Network, bringing lived experience perspectives to this national network.

Feedback from training participants

MSc Occupational Therapy students October 2020

"I thought the session was quite thought provoking, especially the point about how people in general feel there has not enough focus on their difficult life experience and more focus on changing behaviour."

"There were a number of new things I learned from the session, however, one area that stood out to me was the need for more resources and services for people living with a Personality Disorder."

experiences of psychosis

2020 Highlights

It has been a busy year for the Experiences of Psychosis group as they continue to meet regularly online. They are adapting their innovative lived experience workshop which aims to create space for more **open discussion about psychosis** - 'what this means to me' rather than 'how can I help'. Using creative work and poetry helps illustrate their ideas.

Members of the group have also volunteered to be part of two other steering groups:

- APEX (panel for experts by experience) at the University of Edinburgh Clinical Psychology department – helping to shape course content;
- Early Intervention in Psychosis Network – helping design a national consultation.

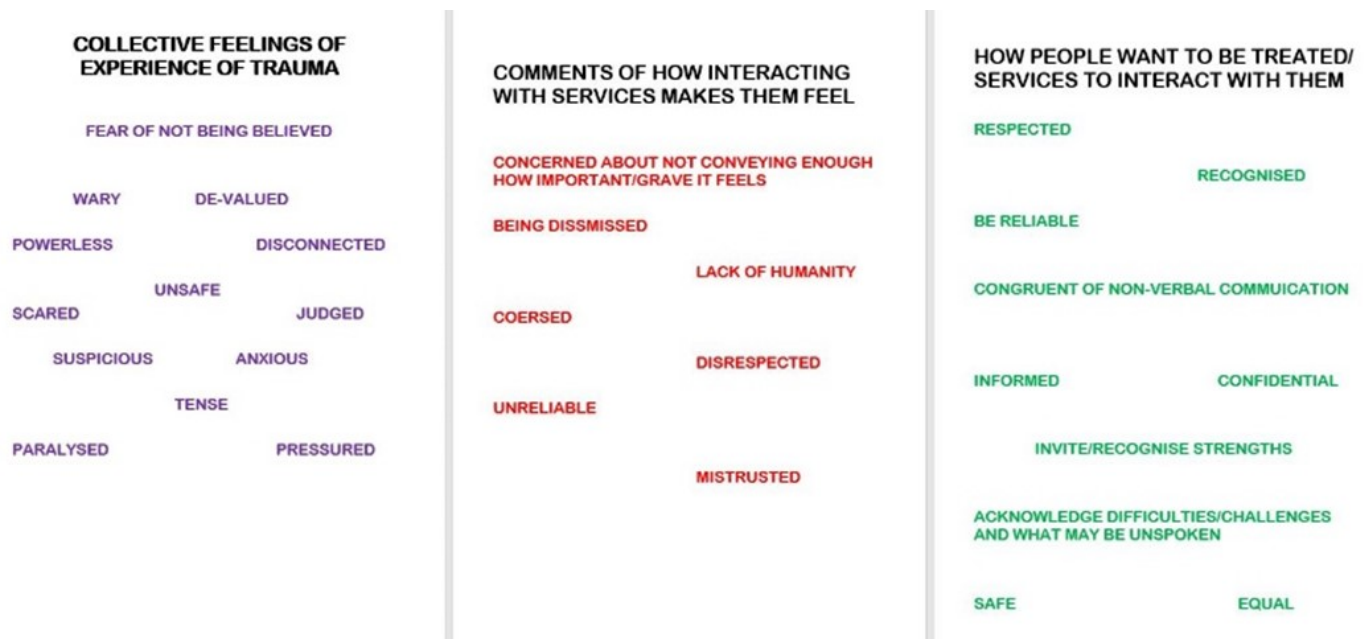
New members are very welcome to join the group and contribute their own lived-experience of psychosis. There are plenty of opportunities with dates in the diary already for online workshops to universities in 2021. Contact Carla to get involved.

experiences of trauma

Throughout this year, CAPS' Experiences of Trauma group have continued to work with the Midlothian pilot for the roll out of NES Trauma training. We have fed into the steering group for the pilot and members of our group have attended Level 1 training on Zoom to observe and provide feedback. The group will continue to comment on, and help design, future training.



Online meetings have continued throughout lockdown and the development of an online group agreement that is trauma informed was an important piece of work for the group. Another piece of work that the group have been involved in is contributing to the development of a Lothian-wide website for psychological therapies and this work will be ongoing over the next year.



New CAPS Trauma course

Some exciting news for the group is the development of a CAPS Experience of Trauma course which members of the group will be leading on. Ideas are already being created online using the whiteboard function (see the picture above) to gather the group's thoughts about what is important to be included in a course about what it's like to be living with experiences of trauma.

oor mad history

2020 Highlights

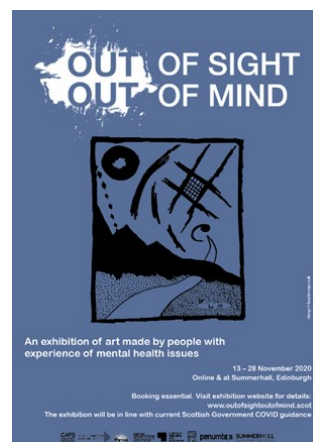
At the start of this year Jacob was busy carrying out oral history interviews for the project and starting to develop material for our new book. Since the first Oor Mad History (OMH) book came out way back in 2010, it seemed a good time to bring out a new edition with a focus on the changes that have happened over the last decade. No one, though, could have predicted the changes that came with 2020. Jacob sadly left CAPS in March and we thank him for all his hard work. Kirsten returned as Community History Worker not long after lockdown had started. Like us all, OMH found a way to connect and keep going using Zoom. A dedicated and passionate Zoom group formed to take the planning for the new book forward. We ran some oral history training sessions to prepare us for doing remote interviewing and we also wrote down our thoughts and insights into doing oral history from a lived experience or Mad perspective. Another big highlight has been the work we did in partnership with Queen Margaret University and NHS Lothian to develop a new postgraduate course in Mad Studies. This Masters in Mad Studies has now officially been given the go ahead by the university and will run early in 2021. So, watch this space!

arts as advocacy

SMHAF & OOSOOM 2020

Most events and exhibitions for May 2020 Scottish Mental Health Arts Festival (SMHAF) could not take place and some were shown on SMHAF website instead. In May, we created our own open submission online gallery <https://unlockedartgallery.com>

There was no pause for the Out of Sight, Out of Mind (OOSOOM) exhibition planning group who have continued to meet online. The OOSOOM Afternoon Tea in May during SMHAF, took place using Zoom. The 'call for art' drew 99 submissions with some responding to the festival theme of 'perspectives', some making artwork related to experiences of the ongoing restrictions and artwork around many other topics. The planning group are currently undertaking the various tasks involved to show a physical exhibition at Summerhall and working with a designer to create an online exhibition on a brand-new website. Having both the physical and the online exhibitions will mean that most people will be able to access it in some format. As well as an online launch, there will be workshops and a 'meet the artist' event. Visit the online exhibition all year round here: www.outofsightoutofmind.scot



lothian voices

It's been a busy year for **Lothian Voices**! At the end of 2019 and the start of 2020 CAPS facilitated several sessions with researchers from the Scottish Social Security Directorate and people with lived experience of mental health issues to contribute to the new "PIP equivalent" benefit being developed for devolution to the Scottish Government's new Social Security Agency.

Lothian Voices also became a regular member of Scottish Parliament's Cross-Party Group on mental health and have contributed to all three of this year's meetings by regular submissions. Members of the group also took part in the oral evidence session on prevention and early intervention in March. The group have enjoyed being able to have a real 'seat at the table' at government level and are looking forward to continuing contributing to this group.

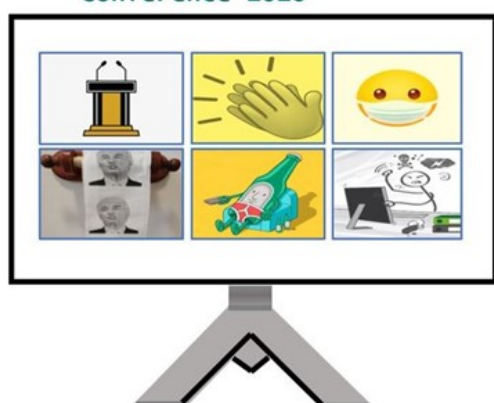


The Scottish Mental Health Law Review consultation opened this year in February and the Lothian Voices group prepared and submitted a response. The group are keen to stay involved in all future consultation and will be taking part in the current conversations on the workstream around 'Social, economic and cultural rights.'

'Virtually' the People's Conference

OUR LOCKDOWN EXPERIENCE
'Virtually' the People's
Conference 2020

CAPS
independent
advocacy



It comes as no surprise that one of the most important things to people this year has been Covid-19, and how the lockdown has affected people with mental health issues, and that's why it was chosen for this year's People's Conference topic.

Our steering group took on the mammoth task of organising and facilitating this year's conference on Zoom, and tried to ensure that we kept the ethos of CAPS' People's Conference by posting resource packs to participants before the event with practical items such as a pen and paper, but a few home comforts as well with tea bags and biscuits!

On the day Graham Morgan from the Mental Welfare Commission spoke about what they had heard from across Scotland about people's experiences.

Members of our group contributed readings of poetry and prose and we had discussions on different elements of lockdown life, including isolation, access to services and safety.



“seen but not heard” eating disorders project

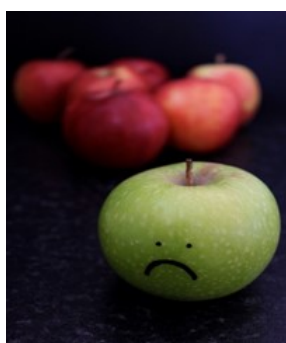
2019 – When things were a bit different...

The film made by young people about their experiences of eating disorders, **“Spilling The Beans”** was shown widely to high schools and youth groups across Midlothian and Edinburgh, including **two new schools** in 2019.

The Understanding Eating Disorders (UED) training which is delivered through LEARN was delivered very successfully face-to-face back in November 2019.

2020 – A new way of working

In March 2020, the world became a different place and we all had to adapt to a new way of working. Collective advocacy meetings were moved to Zoom, and it



was a huge learning curve for us all.

The Seen But Not Heard group made the transition to the virtual world and although there were a few bumps along the way, they quickly identified a focus and began thinking about how the huge change in society, the uncertainty, anxiety, and disruption to normal lives and normal routines may bring about **extra challenges for those with an eating disorder**. It was decided that **a resource** would be put together containing some information on **the experience of living in these extraordinary**

times, and addressed some concerns that people living with an eating disorder may have. It is available on the CAPS website.

Over the following months the group went through a few changes, some regular members decided to take a step back from the project and some new members joined. We supported the members to find a way of establishing themselves as a new group.

Most recently the group decided to focus on **adapting the UED workshop** to be delivered virtually via Zoom. A **pilot session** will be **delivered soon**.

There was **an online workshop** delivered via Zoom to the Queen Margaret University art and music psychotherapy students at the end of October 2020. This has been **a regular session for the past five years** because the feedback received has been that the lived experience gives the students more of an **insight and help with their future careers**. The session was very successful, although very different, and gave the group their first opportunity to try out a new way of delivering training.

“Your session last week was excellent. You held it so well, it was interesting, creative, and full. Thank you so much. The students’ learning is enriched so much by your input.”

LEARN

What does LEARN do?

We provide learning opportunities about mental health from the perspective of people with relevant lived experience. All our courses and workshops are **free** to anyone living or working in the Lothians.



Advocacy is central to what we do.

Our courses and workshops are developed and delivered by the collective advocacy groups. LEARN courses and workshops create spaces for people with lived experience of mental health issues to both inspire and challenge participants. Participants tell us our courses are thought-provoking and engaging. We see **education** as a deeper way of engaging with ideas, values and people.

In 2019 - 2020, we delivered:

- 4 Exploring Experiences of Psychosis
- 2 Seen But Not Heard: Understanding Eating Disorders
- 2 Much More Than a Label
- 1 Changing Minds, Changing Times

We then had to cancel two courses in March because of **Covid-19**.

Since the start of lockdown, we have been busy behind the scenes developing a **new online workshop**. This workshop will be a space to explore experiences of mental health issues as part of the human experience. We hope to be able to offer the workshop to the general public very soon.

We are also reviewing LEARN as a whole and will be adapting our courses so that we can deliver them online. However, we are looking forward to being able to deliver our courses and workshops in-person again too.

Mind Our Rights!

The Mind Our Rights! report was launched on 8th October 2020 at the Human Rights-Based Care Partnership Symposium organised by the Edinburgh Health and Social Care Partnership. In 2019, along with AdvoCard and the Patients Council, we organised a conference called Mind Our Rights! People with lived experience of mental health issues and people working in services came together to discuss **rights-based care**. You can download the report from our website.

volunteering

CAPS has answered 106 volunteer enquiries this year (79 Edinburgh, 3 East Lothian, 3 Midlothian, 1 West Lothian, 20 other areas/unknown) and 38 new people have chosen to get involved with CAPS. 28 people have been working with CAPS in formal volunteering roles this year and many more people have been involved with CAPS projects and have contributed in a more informal way.

Through CAPS, volunteers have been involved in creating and delivering LEARN training, including Understanding Borderline Personality Disorder, Understanding Psychosis and Understanding Eating Disorders. In addition to delivering information sessions and workshops in universities and other community locations, volunteers have also been involved in helping CAPS evaluate and promote the work we do.

Online working

Due to the Covid-19 outbreak CAPS switched to online working in March. Working online was a massive change for everyone and a huge learning curve for all involved. We also had to temporarily suspend recruitment of volunteers to enable groups/existing volunteers to concentrate on developing new ways of working.

Project meetings continue to take place via Zoom. Although not ideal for everyone, people have fed back that they value regular contact and an opportunity to meet and work on projects and issues that are important to them.

There have been a number of achievements and 'firsts' made by CAPS volunteers working online. These have included: updating new training material for online delivery; working to develop a new LEARN course; planning the first online OOSOOM Art Exhibition and contributing to the 'Unlocked' Art Gallery. CAPS' first ever online 'Peoples Conference' also took place in July and the first online lived experience information sessions were delivered by the Much More Than a Label team to QMU in October. There are many plans underway, so watch this space!

Sadly, some work planned for/by volunteers had to be cancelled and not all work has been able to resume. A volunteer team had been established to attend CAPS' stall at Walpole Hall Mental Health Information Station, but this role had to be put on hold when the Information Station was suspended.

CAPS' Volunteer Co-ordinator is continuing to offer support to volunteers and has been maintaining regular mentoring sessions, email and phone contact with all volunteers. Some people have been unable to access the internet so it has been especially important to maintain contact with those volunteers via phone and sometimes by post.

volunteering *continued*

Learning and Development

In December 2019 a LEARN development day was organised and volunteers were invited to share and celebrate their achievements, reflect on the work done and brainstorm ideas for development in LEARN.

In June CAPS celebrated Volunteers' Week by organising an online 'Afterzoom Tea and Quiz'. This was very well attended by staff and volunteers. We all donned various imaginative and outrageous head wear, had a blether, and tested our general knowledge (with a quiz) over a cup of tea. Albeit an unusual way to celebrate Volunteers' Week, this allowed a welcome opportunity for everyone to connect together.



word cloud generated from evaluation survey

To help build confidence in working online, CAPS organised a Zoom Pictionary event. The event was very well attended and, although was primarily to provide an opportunity for us all to practice using the whiteboard on Zoom, we had a lot of fun together. There were lots of comments about the event being 'a really good laugh' and a bit of light relief in challenging times. CAPS'

volunteer team certainly know how to have fun and learn at the same time!

CAPS would like to say a huge **THANK YOU** to everyone who has given their time and experience to help CAPS projects including new Management Committee volunteers who have helped guide us through this difficult year.

peer collaborative

CAPS has continued to work alongside other organisations in Edinburgh to promote and showcase peer work and volunteering. The Peer Collaborative launched a film, "Side by Side" in an event attended by 56 people at the Grassmarket in February. You can watch the film on YouTube at <https://www.youtube.com/watch?v=UW0tYD8TQ7E>

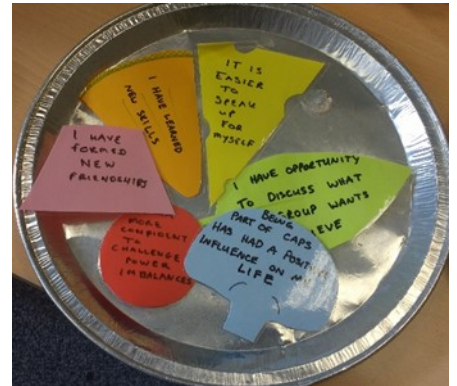


We are really pleased to be continuing our connection with colleagues in the peer community through the new Thrive funding streams. We will be working alongside Health in Mind and other partners to develop peer volunteering opportunities relating to collective advocacy. People can volunteer to share their experience with others through our LEARN project. We will offer training and support to help people do this and then ongoing learning and development sessions also to meet the needs identified by volunteers.

collective advocacy evaluation

This year CAPS welcomed two Occupational Therapy students on placement from Queen Margaret University to help carry out evaluation of CAPS collective advocacy work. The opportunity to have Claire and Ailsa carry out evaluation sessions allowed us to avoid any conflict of interest, which for an independent advocacy organisation is so important but not easy to achieve when evaluating ourselves!

The students facilitated a group of people who have used CAPS collective advocacy to trial different evaluation methods to find out what worked best for them and from this there was an online survey designed, focus groups were carried out and individual interviews were conducted. The full report of findings is on our website, but a few of the quotes from people about their experiences of collective advocacy were:



“The group is good at identifying practical and realistic steps to take forward our ideas and accomplish our goals.”

“...I feel I have been helped to be effective at putting over the perspective of service users with lived experience and to register our concerns for the future.”

“I feel less alone and more validated. I feel like I can talk about my experience more confidently now. It is good to see people/be around them.”

“Learned more about the mental health system beyond my own personal experience, became a more confident speaker, less anxious.”

Online working

Like many other organisations, lockdown has meant that most of our communication has been virtual. CAPS is currently carrying out a survey to find out what people's experiences have been of 'online' collective advocacy, asking what has worked so far and what could be better. We want to be able to ensure that until we can meet in person again we work hard to make sure that people can still be involved. This survey is ongoing but some of things people have told us so far are:

“The staff are wonderful at helping us to feel included.”

“It's great to see everyone else in the groups online.”

“...attending Zoom meetings helped me stay connected...”

summary financial information

The summary financial information was drawn from our statutory accounts for inclusion in this Annual Report. At time of printing, our statutory accounts were awaiting final approval by the Management Committee. Copies of our statutory accounts are available on request from Glen Faulkner, Finance & Administration Manager - please see the 'contact us' section on the back page for how to get in touch.

Statement of Financial Activities for year ended 31st March 2020

	Unrestricted	Restricted	Total	Total
	2020	2020	2020	2019
	£	£	£	£
<u>Income from:</u>				
Donations & legacies	-	14,837	14,837	14,020
Charitable activities	-	416,174	416,174	407,323
Investment income	864	-	864	-
Other income	100	-	100	-
Total incoming resources	964	431,011	431,975	421,343
<u>Expenditure on:</u>				
Charitable activities				
Collective Advocacy	1,068	214,570	215,638	217,480
Individual Advocacy	-	171,759	171,759	199,926
Total expenditure	1,068	386,329	387,397	417,406
Net income / (expenditure)	(104)	44,682	44,578	3,937
Other recognised gains				
Pension scheme remeasurements	869	1,131	2,000	51,000
Net movement in funds	765	45,813	46,578	54,937
Funds at 1 st April 2019 / 2018	88,404	162,789	251,193	196,256
Funds at 31st March 2020 / 2019	89,169	208,602	297,771	251,193

Key points:

We received **grant income** of **£416,174** (2019: £407,223). Grant funding was received from East Lothian Health & Social Care Partnership, Edinburgh Health & Social Care Partnership, Midlothian Health & Social Care Partnership, NHS Lothian and the Scottish Government. We are grateful for all the support they have provided to the organisation.

summary financial information *continued*

Balance Sheet at 31st March 2020

	2020		2019	
	£	£	£	£
Fixed assets				
Intangible assets (net book value)	-		2,000	
Tangible assets (net book value)	1,739		3,477	
<i>Total fixed assets</i>	<i>1,739</i>		<i>5,477</i>	
Current assets				
Debtors	6,392		9,289	
Prepayments	4,250		2,923	
Cash at bank & in hand	378,099		345,179	
<i>Total current assets</i>	<i>388,741</i>		<i>357,391</i>	
Liabilities				
Creditors (falling due within one year)		7,227		5,708
Accruals		14,481		13,771
Deferred income		3,520		12,205
<i>Net current assets</i>	<i>363,513</i>		<i>325,707</i>	
<i>Total assets less current liabilities</i>	<i>365,252</i>		<i>331,184</i>	
Creditors (falling due after more than one year)		481		1,991
<i>Net assets ex. pension liability</i>	<i>364,771</i>		<i>329,193</i>	
Pension scheme liability provision ☀		67,000		78,000
Total net assets	297,771		251,193	
The funds of the charity				
Unrestricted – general	16,008		15,044	
Unrestricted – designated	73,161		73,360	
Restricted	208,602		162,789	
Total	297,771		251,193	

☀ **Note on pension scheme liability:**

The charity is a member of a defined benefit pension scheme which closed to future accrual on 31st March 2010. The scheme is in deficit and subject to a **recovery plan** extending to 30th September 2026. Under the recovery plan annual **deficit reduction contributions** based on our estimated share of the scheme liabilities are required from us to allow the scheme to meet its obligations. Financial reporting standards require the '**net present value**' of deficit reduction contributions payable under the recovery plan to be calculated and shown as a **provision** on the balance sheet (above). The calculation of this value is influenced by actuarial valuations of the scheme and amendments to the contribution schedule which are based on financial assumptions, projections and estimates **entirely outwith our control**. Year-to-year changes to the value of the provision are shown on the Statement of Financial Activities (page 18) as **remeasurements** and should not be mistaken for income or expenditure.

who's who

Management Committee

Magda Lenczowska - Chair
Lindsay Robertson - Vice Chair
Tom Jordan - Treasurer
Eilidh Coltman
Laurelle Edmunds
Amy McMahon
Brendan Rooney
Lauren Stonebanks

Kirstin Leath and Steph Snowden left the Management Committee during the year.

Staff

Jane Crawford - Chief Executive Officer
Kyna Reeves - Individual Advocacy Manager
Kirstie Aitken - Individual Advocacy Worker
Clive Baker - Individual Advocacy Worker
Kousar Javaid - Individual Advocacy Worker
George Kappler - Individual Advocacy Worker
John Player - Individual Advocacy Worker (Drug & Alcohol)
Donald Preston - Individual Advocacy Worker
Rosie Eatwell-White - Children & Young People's Individual Advocacy Worker
Lara Wauchope - Children & Young People's Individual Advocacy Worker
Victoria Jackson - Volunteer Co-ordinator
Anne O'Donnell - LEARN Co-ordinator
Pam van de Brug - Arts as Advocacy Worker
Niamh Allen - Collective Advocacy Development Worker
Ele Davidson - Collective Advocacy Development Worker
Carla Sayer - Collective Advocacy Development Worker
Glen Faulkner - Finance & Administration Manager

Collective Advocacy Development Workers Fingal Dorman & Jacob Frankau,
Community History Worker Kirsten Maclean, Exhibition Assistant Steph Wilson,
and LEARN Assistant Julie Ross left the staff team during the year.

The work of CAPS is also supported by our invaluable **Volunteers**. Please see the Volunteering section on pages 15 - 16 for more information.

contact us

Address

Old Stables
Eskmills Park
Station Road
MUSSELBURGH
EH21 7PQ

Administration enquiries

phone: 0131 273 5116
e-mail: glen@capsadvocacy.org

Individual Advocacy

phone: 0131 273 5118
e-mail: advocate@capsadvocacy.org

Children's Hearings Advocacy

phone: 0131 273 5236
e-mail: ypadvocacy@capsadvocacy.org

Collective Advocacy

phone: 0131 273 5116
e-mail: contact@capsadvocacy.org

LEARN

phone: 07910 021 537
e-mail: learn@capsadvocacy.org

www.facebook.com/CAPSIndependentAdvocacy

twitter [@capsadvocacy](https://twitter.com/capsadvocacy)

www.capsadvocacy.org

CAPS
independent
advocacy

CAPS Independent Advocacy is a Scottish Charitable Incorporated Organisation
Scottish Charity Number: SC021772