

Community Action



Annual Report 2008 to 2009

What is Derby CVS?

Derby CVS is the umbrella organisation for the city's voluntary sector and the main provider of support for local voluntary and community groups. We are part of the National Association for Voluntary and Community Action (NAVCA) and have over 300 member organisations.

Derby CVS exists to create and enhance effective voluntary action aimed at improving the quality of life of people in Derby by:

- ⊙ encouraging, supporting and developing individuals, groups and organisations involved in voluntary action;
- ⊙ promoting new initiatives that tackle social exclusion and economic disadvantage; and
- ⊙ establishing partnerships between the public, private and voluntary sectors.

How can Derby CVS help you?

We support voluntary and community groups within Derby through capacity building. We offer information and support on all aspects of setting up and running an organisation, including:

- ⊙ Management Development Service, offering advice on developing good management practices; covering topics such as charity registration, legal issues, crisis management and business planning.
- ⊙ Personnel Advisory Service, offering advice and information on employment issues such as recruitment, salaries and grading, employee rights, appraisal and disciplinary procedures.
- ⊙ Funding Advice – our service includes access to our Funderfinder database and Derbyshire4Funding website, as well as access to an extensive library of funding publications. We can offer advice on topics such as helping develop a fundraising strategy, preparing successful funding applications and accessing sources of local funding.

- ⊙ Support to self help groups in areas such as getting started, gaining publicity, promoting good practice and key information sources.
- ⊙ Recruiting and placing volunteers: our Volunteer Centre interviews hundreds of people each year for volunteer opportunities within local organisations. We also run a successful v youth volunteering programme, which supports young volunteers aged between 16 and 24.
- ⊙ Training and development: we offer a varied programme of training and we aim to add to the range of courses offered year on year.
- ⊙ Promoting consultation and policy involvement: we represent voluntary and community organisations on a wide range of local partnerships, often through specific consultation forums serviced by CVS. We liaise with various statutory bodies such as the local authority and health agencies and aim to influence policy development at a local, regional and national level. 🤝

Derby CVS
4 Charnwood Street
Derby, DE1 2GT

☎ 01332 346266

☎ 01332 205069

✉ cvs@cvsderby.co.uk

🌐 www.cvsderby.co.uk

Derby CVS Limited is a registered charity, number 1043482, and a Company Limited by Guarantee, number 2994798, registered in England.

Q: Why have you changed your name?

A: Do **you** remember what CVS stands for?*

Over the last couple of years we have been asking people what they think of us. CVS was saying things about us that weren't right, such as: we help with CVs, or that we are part of the Council.

* Council for Voluntary Service.

Q: Why did you pick Community Action?

A: We wanted to say what we do. We support people who want to make a difference in their community. Also, we belong to a national body, which used to be called NACVS and is now called NAVCA - National Association for Voluntary and Community Action - so we are following a country-wide trend.

Q: What about the logo? The colours are a bit bright!

A: Yes, the magenta is very bright. We want to stand out and be memorable. We wanted to make the 'action' full of action!

Q: Have you got a new website?

A: Yes! It is now live and still being developed. The address is:
www.communityactionderby.org.uk

Q: What's new about it?

A: It's easy to use and will help us represent you better. Each member group can have its own page that you update by adding photos and text! This will help other people find your group and provide publicity for events you hold.

Q: Hold on - I'm not that good at computers! Can you help?

A: Yes. We're going to be running free training that you can book onto later in the year. We've already uploaded simple details about organisations onto the system and staff will be on hand to help you. If your details aren't right, contact us and we'll sort them out.

Q: Have your contact details changed?

A: Yes. They are now:
firstname.lastname@communityactionderby.org.uk
The old CVS ones will still work for a while yet!

Derby CVS is now Community Action Derby!

Community Action Derby hosts several projects:

3rd Sector Participation

We help voluntary and community organisations have their say on the Derby City Partnership, which will help change the city for the better.

Volunteer Centre Derby

Whether you want volunteers, or need help attracting them, this is the team for you. Includes involved, our youth volunteering scheme.

Development Team

We help your group grow and strengthen. Advice is available on management, HR and funding.

New Deal

The team works with jobseekers to find them placements.

Derby LINK

Make your views on health and social care heard in the city through this project.

Health and Social Care Partnership

This team holds regular Health and Social Care Forums, which enable local groups to be involved in their local services.

PIRAMID

Bringing together older people who would like to get out more, with volunteers of their own age.

Our name has changed, but you can still find us on Charnwood Street in Derby, and through the contact details opposite.

NB This report refers to a period when we were still Derby CVS: we changed our name in June 2009.



Chief Executive's Report

This year has been one of significant change for Community Action. For the last three years the organisation has been working with and polling its members to identify their priorities and implement these as our primary services. We have re-launched the organisation, changing the name from Derby Council for Voluntary Services to Community Action. We believe this better reflects who we are and what we do.

Membership fees have been scrapped and the process for membership and access to our services has been simplified to ensure that we can reach out and work with as much of the sector as possible.

As usual we have been forging new partnerships with statutory, voluntary and community groups and continuing to build strong relationships with our partners. Our role in supporting the local voluntary and community sector continues to grow, and we know that the services we offer through the provision of information, advice, training and practical support is valued very much by local groups. It is clear to us that a healthy and vibrant community and voluntary sector is extremely important to the welfare of all of the communities in Derby.

Although once again the last year has sometimes been challenging, I believe that we continue to make real progress as an organisation and can look to the future with confidence and the sound knowledge that the services that we provide are tailored to meet the needs of the community and voluntary sector in Derby. Whatever changes take place or challenges arise, our priority will remain the continued support of the local voluntary and community sector.

My thanks to all the trustees and staff who have been a significant source of support during the year. The progress that Community Action has made would not have been possible without their continued hard work and dedication.



A word from our Chair

It has been a very eventful year for us especially with an exciting new identity for Derby CVS - Community Action Derby - which has been well received by our stakeholders.

Over the past twelve months the effects of the recession have impacted significantly both on us and our members. However, the staff have again risen to the challenge and secured a number of new programmes including the Future Jobs Fund which will offer opportunities for the sector. The new programmes will ensure that we are in a reasonably good financial position.

We are also proud that Community Action has been selected to co-ordinate all 3rd Sector engagement with Derby City Partnership, which works are working with a variety of people to improve life in derby.

As Chair I would like to pay tribute to Kim and both the staff and volunteers for their hard work over the past year. I would also like to thank my fellow Trustees for their support throughout the year in setting the strategic goals for the organisation.

On behalf of Community Action I would like to thank our funders, partners and supporters for their continued support throughout the twelve months.

Mohammed Sharief



Communications

The communications team continues to provide a design service to all departments, in particular the Derby LINK and 3rd Sector Participation projects.

The team provides the press office function for the organisation and had several successes this year in getting articles into the the Derby Evening Telegraph and BBC Radio Derby about CVS's activities.

Rebranding CVS: 2 years of research with members, partners, staff and volunteers resulted in rebranding Derby CVS as Community Action Derby. Work on the new look took place during 2008 2009, with a view to changing over in June 2009. Re-branding will be completed by January 2010.

A new website was crucial, as the old system was old and not easy to update. Both Derby LINK and the 3rd Sector Participation project rely on reaching more people than ever before and the new website will enable us to do this. The new website address is:
www.communityactionderby.org.uk

This team is also responsible for organising events. In 2008 to 2009, we organised the following:

- **LINK Members' Event.**
Held at Derbyshire County Cricket Club.
- **LINK Launch** 8 October 2008 at Darwin Suite, Derby Assembly Rooms.
- Derby **CVS AGM** 13 November.
Derby CVS Community Conference turned out to be an extremely successful and popular event for whole Voluntary and Community Sector at the Riverside Centre.

Another major achievement this year was to initiate Derby CVS's **e-bulletin**. An web-based email tool was identified and e-bulletin template set up at very low cost, particularly in contrast to previous hard-copy magazine cost. The bulletin is now sent to over 700 email addresses.

Community Services Directorate

Our aims:

- to improve existing services;
- to develop new services; and
- to become more sustainable.

How we will do this:

Offer a more comprehensive service to those approaching Derby CVS

- We improved the decision making structure in the organisation.
- Drafted changes to Membership Scheme and supported development of re-branding.
- Re-drafted the strategic and business plans for 2009-12.
- Supported Communications department to commission new website.
- By delivering 3rd Sector Participation work.

To provide effective representation of Derby CVS and the Voluntary and Community sector at policy forums, i.e. Derby City Partnership and its relevant Cities

- we started the 3rd Sector participation project, which will last for another two years.
- the Compact Forum has agreed an action plan for 2009, focusing on Marketing and Implementation. A Tool Kit is also being developed.

To provide effective representation of Derby CVS on strategic forums

- In 2008 and 2009, Derby CVS took part in:
- Third Sector Support for Derbyshire (3D)
 - One East Midlands
 - Volunteer Centres Derbyshire

Generate contracts, bids and funding to support community services

We won the tender for the DCP 3rd Sector participation contract and made several other bids. The funding environment is challenging overall we have put together a funding plan to help us identify possible sources of funding.

Community Development Team

This team helps voluntary and community groups develop by working through an organisational health check, by providing advice on managing groups, including training on minute taking and how to be an effective committee member. This department also helps groups understand the world of funding and has a special focus on supporting Self Help groups in the city.

In 2008 to 2009 this team supported 287 groups, 78 of which were from the Black and Minority Ethnic communities (BME)

This year we wanted to increase the number of groups we reached and identified the following areas that we'd like to work in more:

- Sinfin and Sunny Hill
- Osmaston and Allenton
- Spondon
- Abbey Ward and Stockbrook Street

We supported the following groups:

Sinfin and Sunny Hill: Echo Sinfin - young people's group who want to encourage the youth of Sinfin to become more involved in projects and activities - music, computer, bike workshops, sporting activities.

Sports 4 U Midlands - provide more sporting facilities in the Sinfin area - starting with boxing for two age groups: 5-11 years and 12-17 years.

Spondon: We supported the Volunteer Centre with a speed dating event and promoted our services.

Borrowbrook Home Care Link – provide care and activities for the elderly.

Ockbrook 89 Football Team – new group supporting children and young people 5 - 18.

Bamburgh Close Tenants Association - the residents of Bamburgh Close meet twice a week in the communal room. The group organises activities and social evening.

Abbey Ward and Stockbrook Street Footprints - the group organises music workshops every Saturday for local young people. Members are given the opportunity to learn different musical instruments.

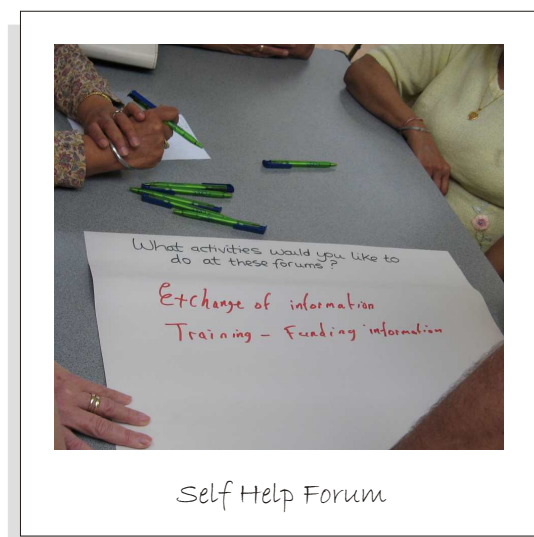
Smile We're Abbey - community based group which organises events for the local community.

We also wanted to increase our work with groups with specific needs:

Hep C Support Derbyshire - for people who either have the illness and their carers.

Lesbian, Gay, Bisexual and Transgender community (LGBT) - supporting a new group called Transcend, which organises a regular meeting place for members to share their experiences and network.

Vulnerable Adults including (Mental Health - Learning Disabilities) - supporting the Asian Women's Group members who have mental health issues.



Steps for the Future - work with people with learning differences - members express themselves through dance and singing performances.

Derby Disabled Friends - the members have learning and physical disabilities - they meet every Wednesday to socialise and share any issues they may have.

New communities in Derby Derbyshire Zimbabwe Women's Project - the members meet every week to socialise and do activities including arts, crafts and drama.

Nusantara – South East Asian Group, to help promote and preserve their culture and encourage the wider community to learn and maintain their traditions.

Greek School – maintaining and promoting the language and culture of the Greek community in Derbyshire.

Management Advice

Our Management Information factsheets are free and cover a wide variety of topics, from charity registration to business planning to insurance and incorporation. To see the full list of titles available, have a look at our website, or contact us direct.

Our Community Development Team will help you on a one-to-one basis with business plans, constitutional reviews, registering as a charity or organising tailored training for your committee or staff. We can also conduct organisational health checks to assist you with planning and prioritising to ensure your group's long-term sustainability.

Self Help

Self help groups, focusing on a wide range of health-related conditions, continue to grow and develop in Derby, from cancer to hair loss, barriers to access, parenting issues, mental health, learning disability and infertility. We give support in setting up and running a committee and all aspects of establishing an organisation on a volunteer basis.

For more information, contact the Community Development Team on 01332 346266 between 10.00 am and 2.00 pm.

HR Department

The HR Department at CVS

- advises groups on personnel matters;
- keeps the sector updated on the latest employment legislation;
- promotes best practice and
- runs training and forums that help employers in the sector understand their obligations to the workforce.

- During 2008 to 2009,
- 53 groups (322 instances) accessed the service.
- 19% (10) of these were Black or Minority Ethnic (BME) groups.
- 27 groups received intensive support (114 instances).
- 30% of these were BME (8) groups.
- a HR Update was featured in regular e-bulletins.
- we held three forums.
- we received two priority referrals from others.
- we were approached by ACAS to run joint events.
- There are 330 groups that employ staff on Derby CVS's database.
- There are 38 BME groups employing staff on our database.



Some of our members at CVS events

Health and Social Care

The Health and Social Care department is extremely active in the city. The Health and Social Care Forum has held six meetings and has 48 active members. The Forum is made up of representatives from 3rd Sector organisations involved in providing or influencing health and social care in the city,

The Forum has contributed to four consultations over the past year. Two were local consultations in connection with Home Care Charging and the Carers Strategy. National consultations included the NHS Constitution and the Big Lottery Fund. Also on the agenda have been two training opportunities looking at Outcomes and Marketing.

Representatives from the Forum were invited to the Dementia Listening Event. Personalisation is included on every agenda as the Forum is a designated route for the two elected representatives to give feedback to, and gather views from, the sector. 28 planning groups were attended

The Health and Social Care team also help to administrate the Health and Social Care Development Fund. This year, 29 organisations received funding from the £45,000 pot.

Older People's Cluster

Two Cluster meetings have been held. The first formed a consultation on the Better Derby for Older People document; the second included the Annual Meeting. In addition, four focus groups have been held, each supported by the lead agency for the particular strategy area. Reports from these contributed to the consultations.

The topics covered were:

- Extra Care Housing and the Housing Strategy;
- Neighbourhoods and the Community Safety Strategy;
- Leisure incorporating the B Active Strategy; and
- Leisure and Learning – Keeping mentally active.

Representatives from the Cluster were invited to the Dementia Listening Event.



Supporting Older People

PIRAMID Project

The PIRAMID project is a partnership between Derby City Council, Primary Care Trust (PCT) and Derby CVS. The project is designed to support older people in local communities of Derby, to improve health and to help put people in touch with community services and social networks.

The PIRAMID Project has been set up to offer support to older people who don't have the social contacts that they once had, are coming to terms with a bereavement, an experience of crime, or recent life changes.

The PIRAMID Project can also offer support with:

- your role as a carer;
 - introducing a volunteer to help you access groups or activities;
 - information about your community services; and
 - identifying services to meet your ethnic and cultural needs.
- There is also the opportunity for you to become a volunteer to support the project.

Volunteer recruitment is progressing with five volunteers matched to referrals and offering support and another three in the process of being signed up during the 2008 to 2009 period.



**Volunteers' Week 2008
Youth Volunteer Awards**



Volunteer Centre

Team aims:

- Improve quality of life by supporting and empowering individuals and voluntary groups in Derby.
- Effectively market volunteering and the Volunteer Centre.

This year, we conducted an in-depth survey across the city with an emphasis on youth volunteering. Information gathered from this will influence how we work in future.

We held an event during Volunteers Week in June 2008 with an emphasis on young volunteers. This moving evening took place at the Assembly Rooms and involved the Mayor presenting awards to young volunteers.

We wrote our marketing plan and a new leaflet was designed for the Volunteer Centre.

The Centre arranged to provide a trial brokerage service at Alvaston and Sinfin libraries, which started in October 2008.

The brokerage sessions at Sinfin and Alvaston took place, but numbers were very low so a decision was made to keep publicity boards at the two venues, but to bring back the advisers to Volunteer Centre. There has been a large increase in numbers of people arriving at Charnwood Street wanting to volunteer.

A new volunteering role for Promotional and Marketing Volunteer was developed to promote the services in Alvaston and Sinfin by working closely with existing voluntary and community activity in those areas.

The Volunteer Centre Manager attends the county network and chairs the county trainers network meeting. We also have a presence at the Volunteer Centre regional network conference.

The Centre also delivered a session at the Trainers Network on attracting and retaining volunteers in February and March 2009. We are working in partnership with Volunteer Centres Derbyshire to prepare for the Volunteer Centre Quality Accreditation (VCQA) joint submission in 2010.



Volunteers' Week Awards 2008

How are we developing quality volunteering within Derby CVS?

- Sudbury Resettlement Programme started and continues successfully. We have had 6 offenders during the last year supplementing the community hub role. We are in the process of developing a new role for the Sudbury Placements for a full time Adviser in the brokerage service.
- Resources and training were provided for other CVS managers to ensure the company works within the Investing In Volunteers standard.
- Responsibility for the overall volunteer experience within CVS has continued with clear structures, policies and recruitment processes being developed
- New advisers were recruited and trained, including training on the job through shadowing current volunteer advisers.
- Two team leaders were recruited within the Volunteer Centre Adviser role.
- VCQA was awarded in November. It was noted that Derby Volunteer Centre portfolio was an excellent example.
- Policies are reviewed regularly to ensure providing good practice minimum requirements are met.

Volunteer Centre

The Volunteer Centre works with volunteer-involving organisations across the city to provide more opportunities and a greater diversity of opportunities, plus better support for volunteers. This year has a greater emphasis on youth involvement, due to our vinvolved project, which aims to improve volunteering for 16 to 25 year olds.

How did we do this?

- we built links with educational establishments, connexions and the youth service.
- links were made with region, county and other v teams.
- we completed good practice work with Derbyshire Sport and Duke of Edinburgh.
- extra revenue was brought in by writing a training session for the county.
- the Volunteer Co-ordinators' Forum looked at youth volunteering issues, the Compact and creating innovative ideas for volunteering, as well as taking part in the CVS Community Conference in November.
- we attended the vinvolved regional network.
- we held a Young People's Celebration event, supported by Derby City Council in July.
- we began work with Childrens Centres across the city to try to establish a volunteer policy and associated documents.
- vinvolved won 4th place in the Youth Action Network Whippersnapper Youth Volunteering photo competition!
- REACH – vinvolved Derby achieved 6 indicators towards the 12 targeted,
- we have 15 members of the Youth Action Team (YAT).
- the YAT planned and delivered a one day volunteering activity for the Make a Difference Day campaign.
- the YAT has been successful with vashpoint bid and delivered a project early 2009.
- marketing training was delivered to the YAT in October 2008, which equipped them with tools and confidence to design their own marketing campaign, *Fancy Some Action*.
- the YAT was successful with a Youth Opportunities bid to design local 'fancy some action' marketing materials.

We have taken part in one-to-one activity with specific volunteer-involving organisations:

Our Youth Volunteering Development Manager currently sits on the Make a Positive Contribution strategic group as part of the Every Child Matters outcome group.

The Youth Volunteering Development Manager also sits on DCP Children and Young People's participation group and the Children and Young People's Network.

Formal partnerships have been made with Connexions Derby, Princes Trust Derby, University of Derby, Derby College and several schools.

Training programmes have continued to be delivered by vinvolved team. The YAT has also been involved in preparation and delivery of some sessions.

Good Practice advice provided to volunteer-involving organisations:

Our targets for 2008 to 2009 were:

To support 1800 potential volunteers, of which, 30% would be from the BME communities and and 15% would be disabled.

Actual figures:

We supported 1723 people, which was an increase of approx 40% on the previous year. Of these, 33% were from the BME communities and 10% had a disability.

We advertised 562 volunteering opportunities and trebled the predicted number of times we gave good practice advice to 330 times.

The Volunteer Centre arranged two marketing events and attended five other events. The vinvolved project arranged 38 events and attended 13. This number is high due to the nature of the work delivered by vinvolved project



Members of the YAT

New deal

New Deal schemes are for 18-24 year-olds or 25 years plus and last for 13 weeks. These age groups are not purely for people claiming Jobseekers' Allowance (JSA), but may also include lone parents, partners of those claiming benefit and people with a disability. Participants work a minimum of a 30-hour week in a supported job placement.

What benefits are there for Community Action?

Our involvement in the programme:

- helps raise the profile of the voluntary sector and Community Action;
- helps organisations to develop through the training offered to New Deal learners;
- provides additional funding to voluntary organisations and increased revenue to Community Action;
- helps us form new partnerships with voluntary and community organisations, which fits with our five year goal; and
- ensures quality measures and training are developed and maintained.

Joining the programme

Anyone claiming benefit who has been unemployed for six months or more will be offered the option of joining the New Deal programme. They may be offered the opportunity to join sooner at the discretion of the Jobcentre Plus.

Prospective New Deal learners are referred to Community Action, or one of our sister CVSs at Long Eaton and Swadlincote, by the learner's adviser at the Jobcentre Plus. We currently deal with 11 Jobcentre Plus offices.

Once the learner is referred to us, we will arrange an interview to get an insight into their past experiences, qualifications and abilities. By asking questions to establish where the learner's job goals lie, we would hope to be able to refer the learner to a voluntary or community group within Derby City, Erewash or South Derbyshire that has the ability to deliver work experience, and to advise and support the learner in a way that's mutually beneficial to both parties.

The organisations that participate in New Deal are also involved in the process of starting learners onto the programme. After the interview at one of the CVSs, we will refer the learner for a further interview.

You can help achieve the objective of helping 40% of all participants into employment and improve the quality of life of those learners who participate within the voluntary sector by:

- providing a working environment that meets the needs of the Health and Safety Legislation and Community Action;
- practising Equal Opportunities;
- listening to the aspirations of the learner;
- delivering a structured work experience that will meet the needs and goals of the learner;
- planning structured job search activities;
- increasing their motivation and confidence;
- giving them support and advice;
- reviewing their progress and providing feedback;
- asking for assistance and advice from Community Action when required;
- participating in provider meetings to keep updated with the changes within New Deal; and
- offering any suggestions you may have that may improve our delivery.

The current New Deal programmes come to end on 27 September 2009 and the new DWP Worklessness initiatives including Flexible New Deal are due to start on 5 October 2009.

New Deal Statistics 2008 to 2009

Option	Starts	Final leavers	Job outcomes claimed	Job outcomes %
18 to 24	293	174	34	21%
25+	261	240	45	19%
Total	554	414	79	20%

Derby Link

Team aim: involve the people of Derby in the design, delivery and quality of Health and Social Care Services.

Derby Link started in April 2008, so 2008 to 2009 was its first year. During the year, we:

- raised three issues for scrutiny through our members and reviewed them using our scoring criteria. They were then presented to the monthly LINK Action Committee for consideration, prior to LINK becoming fully involved.
- reviewed implementation of new Dementia Services plan in joint work with City Council and the Primary Care Trust (PCT).
- raised an issue with Adult Social Services regarding support for learning disabilities service users.
- followed up with a request for information regarding transfer of Diabetes services from Hospital to community setting. Met with service providers and received a satisfactory formal response.
- We have 60 active members.

Members have already been involved in interviewing new:

- GP Led health centre providers
- Dental services providers
- A change of GP at Littleover

We have taken part in consultations about:

- World Class Commissioning Boards.
- Personalisation budgets Boards.
- Dementia services.
- Mental Health day services.
- Maternity services.
- Pharmacy applications.
- Premises assessment panel.
- New alcohol treatment services.
- New hospital logo.
- Mental Health Trust Audit and Research.
- Children's universal health strategy.
- Home Office Violence against women and girls strategy.
- PCT engagement policy.
- End of life care.

We offer a range of involvement opportunities to suit participants skills, experience and time commitments. We have devised roles, developed training for each of these roles:

- Member
- Committee Member
- Researcher
- Ambassador
- Representative

We use the Patient Advice and Liaison Service (PALS) and the Independent Complaints and Advocacy Service (ICAS) reports on health services and contact has been made with the PCT and hospitals to ensure information is passed to LINK. This information keeps our members and networks informed of trends.

Derby LINK attends meetings of City Overview and Scrutiny Commission (OSC) for Social Services. We have developed a very good relationship with the City OSC Officer and share information regularly.

We present a quarterly update to the City Council Health Overview and Scrutiny Committee on our progress.



LINK Members at a
Department of Health Event

Summary Financial Information

The financial affairs of Derby CVS for the year ended 31 March 2009 are summarised in the Statement of Financial Activities and in the accompanying charts.

The funding climate continued to prove difficult for the organisation in 2008-09. A number of one and two year funding agreements ended and a considerable amount of time and energy was directed to the task of sourcing new funds in order to help ensure ongoing service delivery. New opportunities for funding to support our member services however were few and as a consequence decisions had to be made which resulted in the re-structuring of our volunteer, development and training services in order to ensure the organisations financial aims were met and a stable financial base maintained.

The re-structure of services proved effective and has provided the organisation with a more flexible base line from which future work programs can be developed.

Overall there was a small surplus for the financial year of £49,129. Of this £13,934 related to increased balances on restricted funds, with a resulting surplus of £35,195 on unrestricted funds.

During the financial year £5,208 was transferred from unrestricted funds in order to cover shortfalls on the funding received for restricted activities.

The balance of restricted funds held at the end of the financial year was £418,289 and unrestricted funds £406,423.

Of the unrestricted funds £142,027 relates to the fixed asset fund, which represents Community Action's investment in buildings, fixtures, fittings and equipment. Other amounts have been earmarked for specific purposes as outlined opposite.

Business Development support:	£12,500
Premises/ Facility Developments:	£26,329
Loan Capital support:	£20,817
Systems maintenance and upgrades:	£6,000
Workforce training & development:	£3,000
Marketing support:	£3,000
Legal Support:	£3,000

The general reserve for unforeseen emergencies was set at £189,750.

The reserve fund for the current year has been based upon three months net expenditure. No risk factor has been applied to this calculation, as has been the usual case in recent years, this reflects the contraction in the diversity of income streams, which significantly increases the impact upon the organisation, should there be a withdrawal of support by any one of the main funding bodies.

The level of reserves is reviewed and agreed annually.

Statement of Financial Activities

Income and Expenditure Account	2009 £000	2008 £000
Incoming Resources	61	79
Generated Funds and Investment income		
Incoming resources from charitable activities:		
Grants and Donations	665	1,048
Contract Income	668	778
	<hr/> 1394	<hr/> 1,905
Resources expended		
Fundraising and publicity costs	81	93
Charitable expenditure	1218	1,666
Governance costs	46	63
Other costs	0	0
	<hr/> 1345	<hr/> 1,822
Surplus for the year	<hr/> 49	<hr/> 83
 Balance Sheet		
	2009 £000	2008 £000
Fixed Assets	941	942
Net current assets	312	263
Total assets less current liabilities	<hr/> 1253	<hr/> 1205
Creditors: Amounts falling due after more than one year	428	430
Net assets	<hr/> 825	<hr/> 775
Unrestricted funds	407	371
Restricted Funds	418	404
Total Funds	<hr/> 825	<hr/> 775

Principal Funding Sources

Total incoming resources fell by 26% on the previous year, decreasing from 1.9 million to 1.4 million.

Funding from grants and service agreements fell by £288,000 as the hosting agreement for the Derby Community Network ended, our ERDF and two Capacitybuilders grant funded projects ended and involvement with the Fair Share programme also came to an end. Our bid to continue youth volunteering work was successful but funding was only available at a much reduced level.

Capital grants which had been in excess of £120,000 in the previous year were down to £26,000 as the main programme of work at our premises at 30 & 31 Charnwood Street was completed.

24% of the organisations total income related to the service level agreements held with Derby City Council and Derby PCT through Joint funding, providing essential stability for a number of service delivery areas. A new agreement was successfully obtained to host the Derby LINKs - £145,000. Funding for the promoting independence -Pyramid project continued into its second year- £82,000 and funding for other ongoing projects accounted for a further 5% of incoming resources.

New Deal contract income from TBG Learning amounted to 44% of total income. Contract income overall fell by 14% on the previous year, due mainly to the last of the learning contracts held in conjunction with the Derbyshire Learning Consortium having been completed by the start of current financial year.

How expenditure has supported the key objectives of the charity:

Expenditure has been reduced by 26% over the financial year in line with the reduction in available funding.

54% of total expenditure relates to staffing costs, 22% is funding passed onto other voluntary sector organisations – largely through New Deal programme support and 12% is direct project expenditure.

The re-structuring of service delivery has resulted in service costs being more closely aligned to funding resources and as a result only £5,000 was transferred from unrestricted funds during the year to support restricted activities.

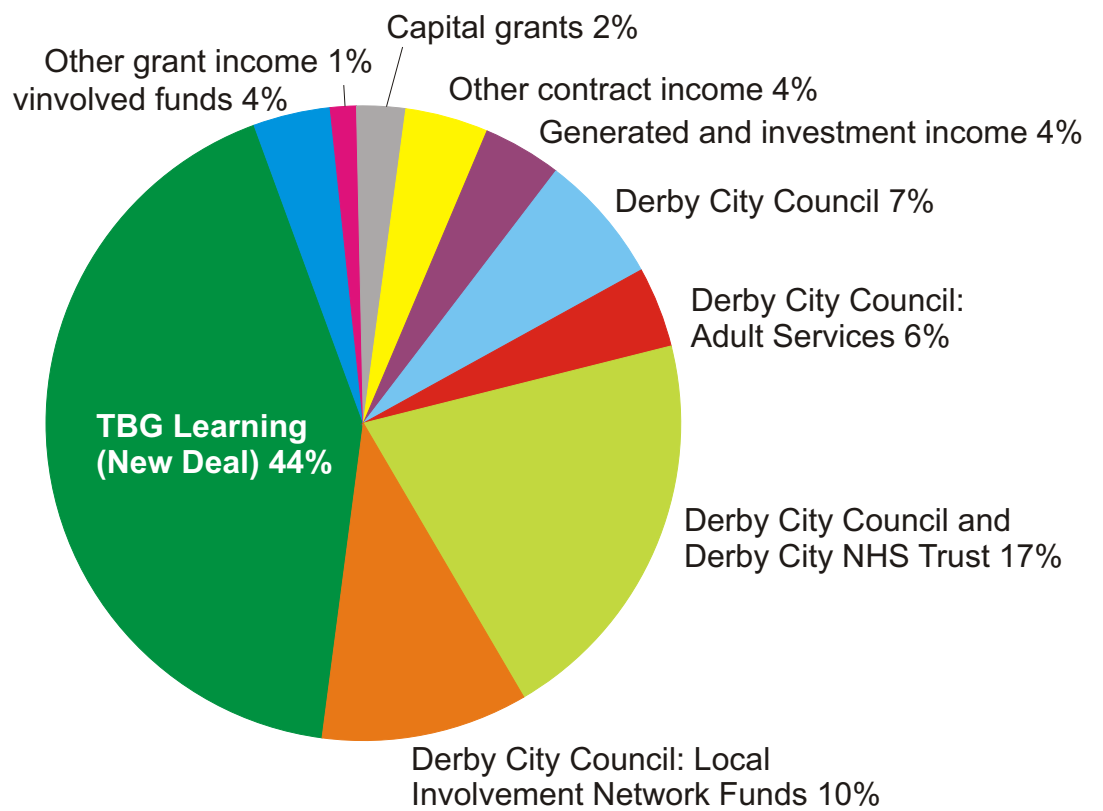
Our total expenditure of 1.3 million was allocated in the following way:

- 15% on support for community development work
- 22% on policy development –including health related policy work
- 42% on New Deal programme support
- 12% on supporting volunteering work
- 9% on governance and fund generating activities.

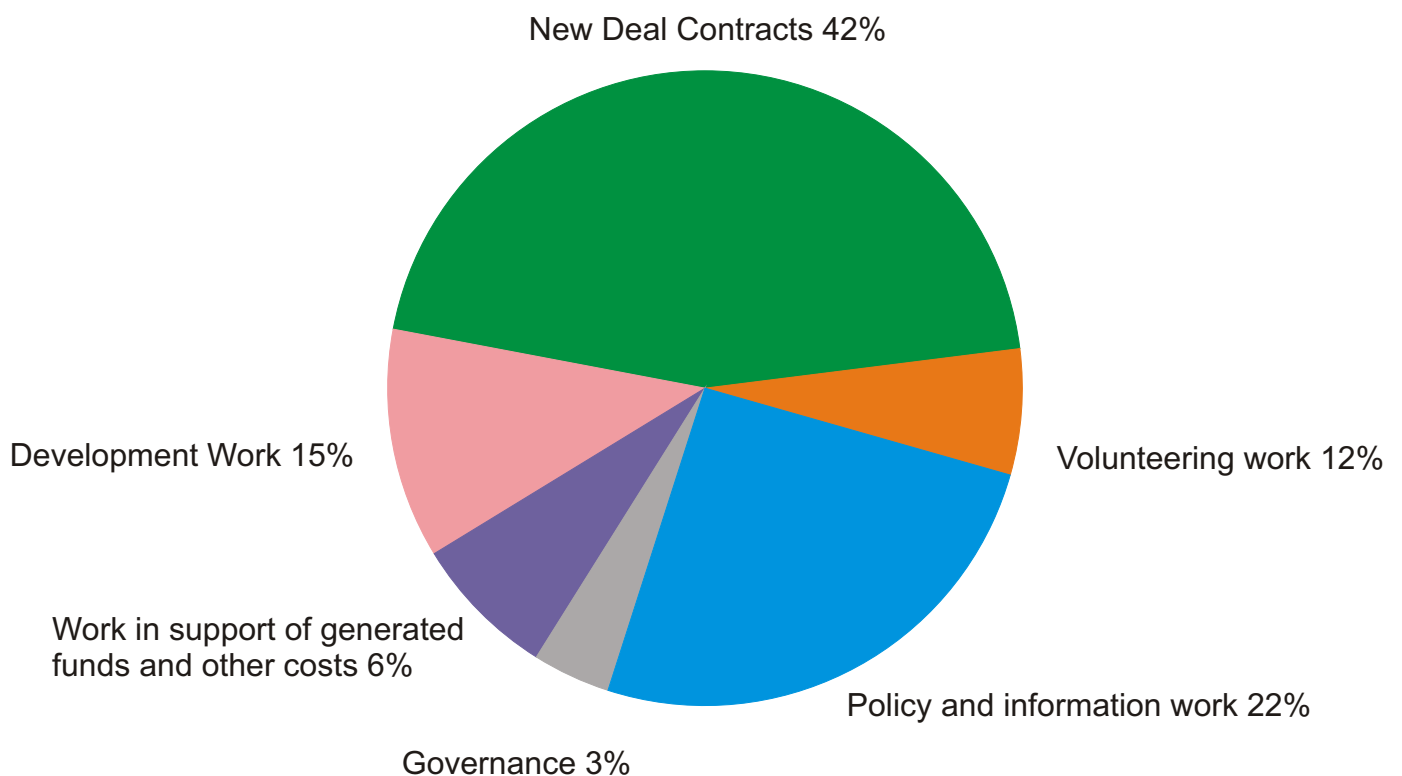
Finance Team:

Mark Newey, Treasurer
Pam Rickerby, Finance Director
Harjeet Mankoo, Finance Officer

Where our funds came from



How our funds were used



Trustees' Statement on Financial Information

The financial information on pages 14 to 17 has been extracted from Derby CVS annual accounts as audited by Parkinson Matthews LLP Accountants.

The accounts were approved by the Board of Trustees on 30th July 2009. Copies of the annual report and accounts have been filed with the registrar of Companies and the Charity Commission.

The financial information on pages 14 to 17 may not contain sufficient information to allow for a full understanding of the financial affairs of Derby CVS Ltd. For further information the full annual accounts can be obtained from Pam Rickerby, Finance Director, Derby CVS Ltd, 4 Charnwood Street, Derby DE1 2GT.

Signed on behalf of the Trustees

Mark Newey
Treasurer

Independent Auditors' Statement to the Trustees

We have examined the summarised financial statements set out on pages 14 to 17.

Respective responsibilities of trustees and auditors.

The trustees are responsible for preparing the summarised financial statements in accordance with the recommendations of the charities SORP 2005. Our responsibility as auditors is to report to you our opinion on the consistency of the summarised financial statements with the full financial statements, on which we reported to you on 30th July 2009 and the Annual Report. We also read the other information contained in the summarised annual report and consider the implications for our report if we become aware of any apparent mis-statements or material inconsistencies with the summarised financial statements.

Basis of opinion

We conducted our work in accordance with Bulletin 1999/6 "The auditors' statement on the summary financial statements" issued by the Auditing Practice Board for use in the United Kingdom.

Opinion

In our opinion the summarised financial statements are consistent with the full financial statements and the Annual Report of Derby CVS Limited for the year ended 31 March 2009.

Date: August 2009
Parkinson Matthews LLP
Registered Auditors

Derby CVS Staff and Trustees 2008 to 2009

Staff:

Angie Baines
Chris Nicolas
Pam Rickerby
Jo Halligan
Rebecca Johnson
Kath Cawdell
Ann Theobald
Stuart Quenby
Liz Gumbley
Claire Holmes (left 07/11/2008)
Sharon Fretwell
David Burnhope
Rachel Hayward
Justina Nurse
Simon Hancox
Thom Kellogg
Monica Bola (left 30/04/2008)
David Corrigan
Janice Hopkins
Harjeet Mankoo
Matthew Allbones
Kate Richardson
Susannah Salter
Kim Harper
Emma Brown
Linzi Wren
Carol Sayers
Glenys Long
Mark Blaney
Lyndsey Ramsden
Saima Ayaz

Trustees:

M Sharief – Chair
C Taylor – Vice Chair
C Ejiofor
S Holmes
M Newey – Treasurer
S Preedy
E A Rasey (resigned 06/11/08)
H K Johnson (resigned 06/11/08)
L Higginbottom
N Sharief
S Marshall
A Najeeb
Y Nazir
N Crosby (resigned 14/10/08)
S Thompson
J Howells (appointed 13/11/08)
K Singh (appointed 13/11/08)

Thank you also to our team of volunteers, without whom we would not be able to deliver such a wide range of services.



Derby CVS Ltd

Statement of supporters

During 2008 to 2009 we were supported financially by:

Derby City Council

Derby City Adult Services

Derby City Partnership

Derby City NHS Trust

Derbyshire Learning and Development Consortium

WREN: Waste Recycling Environmental Ltd

v Youth Volunteering Programme

Derbyshire Community Foundation-Grassroots Fund

Social Enterprise –East Midlands

National Governance Hub

TBG Learning Ltd

We are very grateful to all our supporters for their input during the year.

Thank you!

Derby CVS
4 Charnwood Street
Derby, DE1 2GT

☎ 01332 346266
☎ 01332 205069
✉ cvs@cvsderby.co.uk
🌐 www.cvsderby.co.uk

Derby CVS Limited is a registered charity, number 1043482, and a Company Limited by Guarantee, number 2994798, registered in England.

