

Annual Report 2007-2008



CVS South Gloucestershire

We work to support, develop and represent the voluntary and community sector in South Gloucestershire

Aims & Objectives 2007-2008

1. To create a high quality professional voluntary sector meeting the needs of its stakeholder
2. To enable representation of the voluntary & community sector through strong partnerships and membership
3. To model good practice in terms of service delivery and organisational development

Chair's Report

This has been another year of exciting developments for CVS South Gloucestershire as we continue to expand from the solid foundations established in the previous year. Through targeted funding we have been able to offer an enhanced range of services to voluntary and community organisations in the area, and we have begun to make our voice register and carry weight with our partners in all sectors. Our membership has grown to over 110 members and we can count many more organisations receiving advice, support and training. In total we reached 74 organisations in 2007-8

One major reason we have been able to reach such a range of organisations has been due to the advent of directed funding

from Capacity Builders (ChangeUp) for our work with groups and the development of pilot managers' network; from the Children's Workforce Development Council and Connexions for our work to support children's and young people's groups – in partnership with The Care Forum; and from the Learning and Skills Council – in partnership with South Gloucestershire Council's Community Learning Service – for the training programme from which we have been able to offer free for organisations eligible for CVS South Gloucestershire membership. These opportunities have enabled the staff team to be expanded – during the year we welcomed Gurmit Singh as Project Development Officer, and Jocelyne Tagg as Children's & Young People's Groups Development Officer. Their

expertise and guidance has been welcomed by the groups we have worked with during the year. What these developments clearly indicate is that we have a strong commitment to working in partnership with colleague agencies in the voluntary and statutory sectors.

During 2007-8 CVS South Gloucestershire has responded to the challenges of a developing and expanding organisation by reconfiguring its budgeting and financial management processes, and by recruiting its first, and much needed, Office Manager, Gillian Graham. This work has been overseen by a consistent and committed group of Trustees who have been working with staff to model effective financial controls and to review and update internal policies.

Peter Iles

CVS South Gloucestershire Annual Report 2007-2008

Chief Officer's Report

We are seeking to embed a spirit and practice of partnership working with the advent of a new project to co-ordinate the local infrastructure organisations in South Gloucestershire – the first meeting of which took place in November 2007.

During the year we collaborated with a number of public, private and voluntary sector partners on a range of projects:

- We facilitated a “Greening your Community Building” training session with the Community Alliance (National VCS umbrella groups – Development Trusts Association, Community Matters and bassac)
- We assisted South Gloucestershire Council in the recruitment of a host organisation for the new LINK (Local Involvement Network) through an open tender process

- We worked with a group of regional and local voluntary organisations on the development of the successful V project bid to promote young people's volunteering
- We supported Airbus UK in the identification of suitable projects for their employee volunteering scheme.
- We collaborated with The Care Forum on a successful joint bid to the Children's Workforce Development Council

We continue to work closely with our partners in the West of England ChangeUp Consortium on the regional programme of strengthening voluntary sector infrastructure. Through this partnership we have access to a national funding programme from Capacity Builders and during 2007-8 we ran a pilot project looking at the feasibility of developing peer support networks for voluntary and community

organisations in South Gloucestershire. This work revealed that we need to provide more direct capacity building support to groups to enable them to access and benefit from networking opportunities and this learning has fed into the Capacity Builders Modernisation Project which started in May 2008.

CVS South Gloucestershire continues to represent voluntary and community sector interests on many of South Gloucestershire's multi-agency strategic partnerships.

- South Gloucestershire Partnership (Local Strategic Partnership)
- Children and Young People's Partnership
- Children's Workforce Strategy Group
- Safer & Stronger Communities Strategic Partnership (where CVS South Gloucestershire's Chief Officer is Vice-Chair)

- Economy & Skills Strategic Partnership

Through our participation in these partnerships, and particularly our work with our partners at the South Gloucestershire Partnership, we have been instrumental in getting voluntary sector issues and concerns included in the Local Area Agreements. CVS South Gloucestershire is the theme lead on new LAA (2008-11) for National Indicators 6 and 7 (“Participation in regular volunteering” and “Environment for a Thriving Third Sector”) We see these indicators as cross-cutting and reflective of the valuable work our voluntary and community sector groups to achieve public service expectations and outcomes.

Emma Collier

CVS South Gloucestershire Projects & Services 2007-2008

Consultations and representation

CVS South Gloucestershire facilitates consultations between the public sector and local voluntary and community organisations. We do many of these in partnership with other infrastructure and umbrella organisations such as The Care Forum.

During 2007-2008 CVS South Gloucestershire facilitated the voluntary and community sector to engage with and respond to the following consultations among others:

- South Gloucestershire's Sustainable Community Strategy
- West of England ChangeUp Consortium's reconfiguration proposals
- South Gloucestershire Council's Community Infrastructure Service Commissioning 2008-2011

And in the case of the South Gloucestershire Council Community Engagement Strategy, our combined efforts succeeded in making sure an unsatisfactory document was withdrawn to enable it to be reworked.

Capacity Building & Networking

In 2007-2008 we managed a pilot project, funded by Capacity Builders and managed under the auspices of the West of England ChangeUp Consortium, to develop a voluntary sector managers' network across the area. For this we recruited a specialist capacity building and funding advisor, Gurmit Singh.

We found the development of an area-wide network to be premature as many groups lack the capacity and time to engage at that level. The majority of Gurmit's time was spent working with individual groups on their funding, planning and management issues. This project reinforced to us the need for dedicated CVS South Gloucestershire officer support from groups in a way that can respond to their needs, and the revised Capacity Builders project for 2008-2010 addresses these needs.

Sadly delays in decision making by the funder meant that Gurmit left at the end of March 2008 to take up a position in Devon & Cornwall.

Children's & Young People's Groups

Due to a successful partnership bid with The Care Forum to Children's Workforce Development Council CVS South Gloucestershire has been able to appoint a Children and Young People's Groups Development Officer, Jocelyne Tagg, which renews the commitment we have always had to working with voluntary groups that work with young people.

The overall aim of the project is to support the development of voluntary and community sector organizations working with Children and Young People, with a focus on workforce issues.

In the next year we will:

- Provide training to enhance workforce skills and respond to needs in ensuring safe services for children and young people.
- Provide support through information, advice and guidance to local groups

- Commission local organizations to develop new Children and Young Peoples Networks in each of the three locality areas to help groups to work towards integrated working. (Severnvale, Yate and Kingswood).
- Improve representation of the voluntary sector on the Children and Young People's Workforce Strategy.

This work is also supported by the continued support of Connexions which assisted CVS South Gloucestershire with another year's small grant in 2007-2008. The Connexions funding enables us to reach out and offer capacity building support to voluntary sector youth groups, and to map and report their needs.

CVS South Gloucestershire Projects & Services 2007-2008

Training & support

The year 2007-2008 was particularly good for developing and delivering training for CVS South Gloucestershire, enabled at the beginning of the year by securing a large pot of funding from the LSC (Learning and Skills Council) via South Gloucestershire Council's Community Learning Service. This funding allowed us to run a comprehensive programme of 26 training sessions throughout the year, ultimately training 190 individuals from 56 organisations. Evaluation of that training proved extremely positive and has helped us to move forward into 2008 with further funding from the LSC.

As well as the formal programme we worked with individual groups to up-skill organisations with management committee skills, and to work with groups in policy development. In addition we sought capital funding to create a resource base which could be accessed by the voluntary and

community sector. These resources varied from laptop and projector, to off the shelf toolkits.

Much of our work was delivered in partnership both with other infrastructure organisations and the statutory sector. The role of the Adult Learning Strategy group became more influential with both the council and LSC, and CVS South Gloucestershire represents the voluntary sector in this forum. During the course of the year the group undertook a full mapping exercise to determine the level of adult learning in the area to determine future goals.

The work undertaken in 2007-2008 puts us in a position to move into 2008-2009 as a provider with a strong reputation of delivering high quality training and learning support.

The following organisations – voluntary and statutory – have benefited from the CVS South Gloucestershire training programme:

Access Ability
Armstrong Hall – Thornbury Town Council
Bristol & Avon Chinese Women's Group
Battle Against Tranquilisers
Bristol Debt Advice Centre
Brigstowe Project
Brook Avon
Care and Repair
Centre for the Deaf
Children's Playlink
Community Action
Concert Artistes
CVS South Gloucestershire
Disability Action Group
Downend & Bromley Heath Parish Council
Downend Folkhouse
Filton Community History Group
Filton People
Four Towns & Vale Link Community Transport
Friends of Kingswood Park
Fun Machine
The Harbour
Holy Trinity Church
Kingswood Foundation
Kingsmeadow Community Flat
Kingswood Furniture Project
Kingswood Heritage Museum Trust
Make a Wish Foundation
Manor Hall Coalpit Heath
Mentoring Project
My Town Foundation
NHS Retirement Fellowship
Orchard Studios
The Park Centre
Patchwork
Paul's Place
Project 97
RBLWS
Southern Brooks Community Partnership
Scout Association
South Gloucestershire Council
South Gloucestershire Chinese Association
Shopmobility
Siston Parish Council
Special Friends Club
Survive
The Chase & Kings Forest Community Project
Kingswood Ten-Sing
Thornbury Lawn Tennis Club
Turnberries (Thornbury Community Building Trust)
University of the West of England
Willow Tree Centre
Winterbourne Bard
Winterbourne Community Association
Yate Opportunities Group
Young and Free

CVS South Gloucestershire Projects & Services 2007-2008

Individual support to groups

One of the opportunities that has presented itself to CVS South Gloucestershire in 2007-2008,

through securing the additional LSC funding, has been the chance to work with individual groups to develop them in a highly personalised manner.

Training & Development - a case study

Earlier this year, The South Gloucestershire Council Community Engagement and Support Team asked CVS South Gloucestershire to work with the South Gloucestershire Chinese Association (SGCA) with an aim of supporting and engaging the SGCA management committee.

The CVS Training Development Officer worked sensitively and creatively with the SGCA over an 8 week period which resulted in the production of an excellent "Pyramid of Purpose" in union with the group and a list of positive actions to ensure the future success and smooth running of the SGCA.

All who were involved in the training thought it to be a great success in style, content and in the creation of positive, practical outcomes. This was largely due to the excellent relationship fostered by the CVS trainer (Eleanor Armitage) with the group. This positive atmosphere allowed the group to look clearly at their strengths and weaknesses in a non-judgemental environment which in turn gave them the confidence to move forward with renewed strength and sense of purpose.

Services to South Gloucestershire's voluntary and community sector organisations

CVS South Gloucestershire works with local voluntary and community organisations to develop their capacity to manage their resources, develop projects and improve their management and governance.

Between April 2007 and March 2008 we helped 31 organisations with a variety of issues ranging from funding advice and support for fundraising to answering questions about their legal status and responsibilities and a number of organisations used our equipment loan scheme this year. This represents an increase of over a third on 2006-2007 and reflects the increasing presence and credibility that CVS South Gloucestershire now has.

Access Ability
Camphill Communities Thornbury
Chipping Sodbury Festival
Chipping Sodbury Village Hall
Courtney Ladybirds Pre-school
Downend Folk House
Filton People
Friends of Kingsgate Park
Friends of Kingswood Park
Hambrook Village Hall
Indigo Project
Kingsway Dance Group
Kingswood Foundation
Manor Hall Coalpit Heath
Pauls Place
Priority Youth Housing
Project 97
Rethink – Kingswood Resource Centre
Rightway Education Group
Severn Beach and Pilning Parish Plan Group
Shopmobility
South Gloucestershire Chinese Association
South Gloucestershire Deaf Association
South Gloucestershire Senior Citizen's Forum
Staple Hill Community Flat
Staple Hill Youth Project
St Nicholas Family Centre
Supportive Parents
Survive
Thornbury Lawn Tennis Club
Yate Opportunities Group

CVS South Gloucestershire

Financial Statements 2007-2008

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) 1st

		Restricted funds/£	Total funds year to 31st March 2008/£	Total funds year to 31st March 2007/£
Income				
Grants	26,646	92,788	119,434	102,229
Other income	2,689	225	2,914	9,007
TOTAL INCOMING RESOURCES	29,335	93,013	122,348	111,236
Expenditure				
Charitable Activities	(31,725)	(70,496)	(102,221)	(80,025)
Governance Costs	(1,117)	-	(1,117)	(1,915)
TOTAL RESOURCES EXPENDED	(32,842)	(70,496)	(103,338)	(81,940)
Transfer between funds				
TOTAL OUTGOINGS	(32,842)	(70,496)	(103,338)	(81,940)
NET MOVEMENT IN FUNDS/ NET (EXPENDITURE) INCOME FOR THE YEAR	(3,507)	(22,517)	19,010	29,296
Total funds brought forward	19,308	41,128	60,436	31,140
Total funds carried forward	15,801	63,645	79,446	60,436

BALANCE SHEET 31st MARCH 2008

		March 2008	March 2007
FIXED ASSETS			
Tangible Assets		824	2,258
CURRENT ASSETS			
Debtors	-		2,250
Cash at bank	91,445		59,915
	91,445		62,165
CREDITORS: Amounts falling due within one year	(12,823)		(3,987)
NET CURRENT ASSETS		78,622	58,178
NET ASSETS		79,446	60,436
FUNDS			
Restricted		63,645	41,128
Unrestricted		15,801	19,308
TOTAL FUNDS		79,446	60,436

The Charity has no recognised gains or losses other than the results for the year as set out above. All of the activities of the Charity are classed as continuing.

CVS South Gloucestershire People 2007-2008

Board of Trustees

- Una Corbett, Battle Against Tranquilisers
- Sandy Hore-Ruthven, Kingswood Foundation
- Peter Iles (Chair), Age Concern South Gloucestershire
- Bill Martin (retired Oct 2007), Centre for Deaf People
- Michael Packer, The Chase & Kings Forest Community Project
- Julie Snelling, Southern Brooks Community Partnership
- Jane Spence (Treasurer), Children's Playlink
- Dawn Taylor (Vice- Chair), Survive
- Gillian Turner, The Care Forum

Staff

- Sarah Buckle, Training Development Officer
- Emma Collier, Chief Officer
- Gillian Graham, Office Manager (appointed July 2007)
- Gurmit Singh, Project Development Officer (appointed April 2007, resigned March 2008)
- Jocelyne Tagg (Children & People's Groups Development Officer (appointed March 2008)

Accountants

Juice Accountancy LLP

Auditors

Nexia Smith & Williamson LLP
Chartered Accountants
Portwall Place
Portwall Lane
Bristol BS1 6NA

Bankers

Lloyds TSB plc
Westbury-On-Trym branch
15 High Street
Bristol BS9 3DA

Funders

- South Gloucestershire Council
- Quartet Community Foundation
- Connexions
- Children's Workforce Development Council
- Capacity Builders

Treasurer's Report

The financial position as at 31st March 2007 was very strong. We brought forward an opening balance of £62,165, had a surplus on the year of £19,010 which enable us to open this year with £79,446. Of this £63,645 is restricted, and £115,801 is unrestricted.

These accounts have been examined in detail by accountancy firm Nexia Smith Williamson LLP and they find them to be entirely satisfactory. They therefore satisfy all the requirements of Companies House and the Charity Commission as required by law.

Ron Coleman retired as Finance Director/Treasurer at the end of March 2007, but continued as acting treasurer until June 2007 when financial management was taken over by Juice Accountancy LLP

Jane Spence

The CVS South Gloucestershire team is here to support, develop and represent all voluntary, community and social enterprise groups in South Gloucestershire

- Governance & management support
 - Project development & fundraising
 - Workforce development
 - Training
 - Networking & peer learning
 - Business & strategic planning
 - Monitoring & evaluation
 - News & information
 - Resources & equipment for loan
 - Partnerships & collaborative working
- ... and more

Contact CVS South Gloucestershire to find out



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supporting developing representing

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