



Amber Valley CVS Annual Report 2008 - 2009



THANK YOU FOR VOLUNTEERING

Kiitos avustanne vapaaehtoistyössä
Dank u voor uw vrijwilligerswerk
Köszönjük önkéntes munkáját



Amber Valley CVS Exists to Develop and
be Part of a Vibrant Voluntary Sector

Report from the Chief Executive

As ever through our annual report we have included a summary of the financial information to show that Amber Valley CVS is maintaining a good level of funding and reserves to continue our work in Amber Valley. Some of this income we earn ourselves, some is provided as grants from various sources, including Derbyshire PCT, Derbyshire and Amber Valley Councils and the Big Lottery Fund.



The information provided about our activities shows how hard we make this money work to provide volunteers for local organisations, support for groups and organisations to fund and develop their activities and very practical and innovative support to children, families and older people in Amber Valley and Erewash.

For the first time ever our report gives a profile of the voluntary sector in Amber Valley. For me, it was extremely revealing to see the changes that have taken place over the last few years. That is a testament to the continued efforts that all of us in Amber Valley CVS make to achieve our mission statement, "to develop a vibrant, voluntary sector".

All the achievements in our report are possible because of the commitment and enthusiasm of Amber Valley CVS staff and volunteers and I am pleased to have the opportunity through this report to say "well done, fantastic, what a GREAT team".

Our annual report says little about partnerships or working relationships that staff, particular those in the senior staff team have formed throughout the year. Real partnership can be difficult to achieve because of the passion and focus that individuals within our sector have for their own area of work but we now have many examples of doing better as a result of working together, including through our SoS team, AVEDASS and Derbyshire LINK. I would like to thank the SMT members for the professionalism and expertise that they have contributed to all our partnerships.

And finally I would like to thank Amber Valley CVS Board members for their solid support and for providing me with professional guidance and challenge to lead this organisation.

Lynn Allison, Chief Executive Officer

Report from the Chair Person

My first year as Chair of Amber Valley CVS has been a roller coaster of both activity and emotions.



One of my first tasks as Chair was to pay tribute to the previous Chair, John Hett, who had been involved with the organisation for some considerable years but had passed away following illness.

I have been extremely grateful for the support of other board members, particularly in interrogating and understanding financial information. Our annual report shows that we have received funds from a variety of sources and that we have managed these well. Having predicted a deficit at the start of the financial year we are extremely pleased to have achieved a small surplus of £38,947.

While I have considerable experience from a work life in local government here and abroad and have gained volunteering experience since my retirement with various local groups, I have not held the position of Chair before. I would like to recommend to Trustees of other voluntary sector organisations the e-learning package that was identified to me as part of my induction with CVS. I have found this resource to be an excellent tool. You can obtain further information at www.trusteelearning.org

I have had the opportunity through the year to hear in some detail from CVS staff the work they do in the community and with voluntary sector organisations. I have been impressed with the breadth of support that is given and by the understanding and experience that individuals have. The profile that is shown at the end of the report is an excellent start to describing in more detail to our funders the strengths of the sector and we hope that all our member organisations will find some use for that information.

As a board, we are committed to continuing to work with all sections of our community, particularly those who are vulnerable and to offering the right support and development to local voluntary and community organisations.

Neil Wilkinson, Chair Person
Amber Valley CVS



Administration Team

In 2008-2009 the Administration team supported 110 organisations to obtain Criminal Record Bureau checks. These checks form part of good practice when recruiting and selecting employees and volunteers who work with Vulnerable Adults and Children.

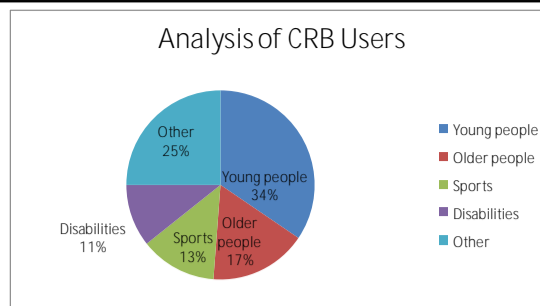
We are able to set up a service with organisations to enable them to complete forms and carry out identity verification at their own premises, which makes the service easier to access for volunteers and groups who operate evening and weekend clubs, or who are not able to travel to Ripley for us to carry out this check.

The team will continue to support these organisations and increase this figure to ensure we help the sector in gaining CRB checks as part of safe recruitment practice.

In 2009 and 2010 we will see a significant change in the vetting and barring scheme. This new legislation will roll out from October 2009 and will go live from July 2010. If you require any information on this and how it may affect your group, please contact the Administration Team on 01773 512076.

Amber Valley CVS also supports our members with administration services. These services include photocopying, stationary supplies, hire of office equipment such as projectors, screens and display boards. We are also able to use our window to display promotional information to support our groups.

Some of the groups which use these services are: Ironville Health Forum, New Opera Company, Ripley Rollers Sk8 Club, 50+ Forum's and Heanor Sub Aqua group.



December 2009

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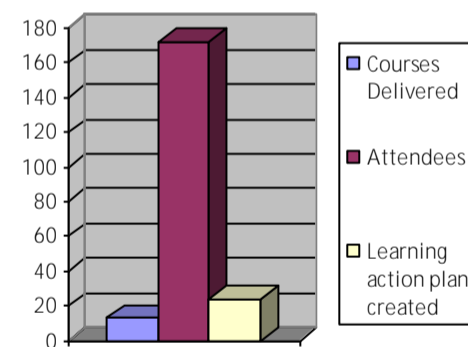
January 2010

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Training and Development

Amber Valley CVS has six members of staff experienced in delivering training, three of whom are qualified to deliver OCN training. Between April 2008 and March 2009, we provided a programme of training and development to meet the diverse and evolving needs of the Voluntary and Community sector including:

- Basic Book Keeping, Minute Taking and Sustainable Funding
- Safeguarding Vulnerable Adults, Safeguarding Children and a Domestic Violence awareness raising conference
- Training for volunteers to become befrienders for either isolated older people or Looked After Children
- Courses relating to attracting, recruiting and supporting volunteers



The team also work hard to promote quality and good practice, and recently achieved a National Mentoring and Befriending accreditation.

Through our Train to Gain and Improving Reach contracts, we have and will continue to support groups to complete training needs analysis for their staff and volunteers to support development.

February 2010

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March 2010

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Amber Valley CVS's Signposting or Support (SoS) team provide support to children who have experienced Domestic Abuse (AVEDASS), support for families, signposting to appropriate sources of help and a service for Looked After Children to enable them to learn new skills and become more independent (Moving Forward).

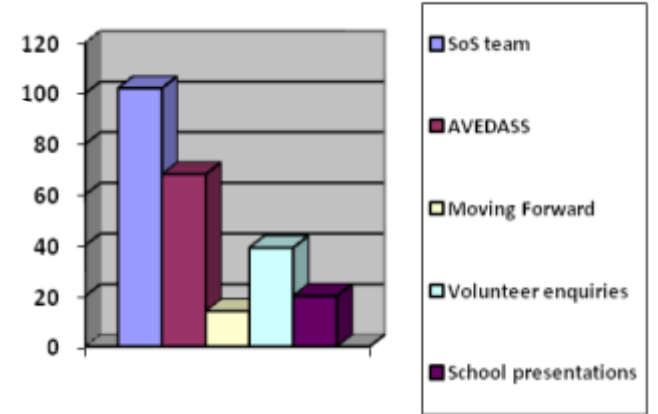
Between April 2008 and March 2009, the team provided direct support to over 180 individuals, carried out 20 awareness raising sessions in local schools and provided training and support to volunteers who enhance service delivery.

The following quotes illustrate the impact of the work carried out by the team:

'Our lives will be more comfortable and my children will not be ashamed of where they live'

'My families outlook and future are 10 times better now than before'

'Jane has always looked forward to and enjoyed each session ... She knows that she isn't responsible for her family problems and is much happier. Thank you'



April 2010

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May 2010

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In the last 12 months we successfully placed 112 volunteers with a variety of organisations covering befriending, retail assistants and scout helpers to more specialised opportunities such as business enterprise advisors, dog walkers and radio researchers. We have also advised and supported organisations to create 14 new voluntary opportunities.

In January 2009 Amber Valley CVS celebrated the success of being awarded with the Approved Provider Standard from the Mentoring and Befriending Foundation for our Befriending scheme.



We are very proud to receive this award as this shows our commitment to best practice and quality assurance.



The first week in June is National Volunteers week and we celebrated 10 years of our successful befriending and phone buddy service, by inviting our volunteers to a tea dance. The volunteers enjoyed an afternoon of music and dancing followed by cream teas. We believe in recognising all volunteers for the most precious gift of all "Their time to help others."

Futeurope Project



During March 2009 we hosted 12 visitors to Amber Valley from 3 European countries: Holland, Finland, and

Hungary. They were joined by delegates from organisations representing the elderly of Amber Valley. The project enabled older people to explore and discuss aspects affecting their health, housing, education and leisure facilities, gaining information and an understanding of comparisons of all the countries involved.

June 2010

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July 2010

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Trustees Financial Report

Achievements and Performance

We are extremely pleased at the increase in number of member groups that we have seen this year which is testament to the effort that all staff at Amber Valley CVS make to contact local groups, provide clear guidance through the use of “health checks” and offer opportunities for development through the regular training sessions we offer.

We have kept safeguarding of vulnerable adults and young people in the forefront of our work by remaining an umbrella organisation for CRB and encouraging local voluntary and independent organisations to use this facility. We also committed staff time to allow a member of the team to complete accreditation for delivery of basic safeguarding training sessions so that we can offer awareness training to the sector in a flexible way.

We have supported local groups with funding advice and applications as a result of which over £140,000 funding for local groups was attracted into Amber Valley.

Group development

We reflected on the development status of local voluntary and community sector groups and were extremely pleased to see a change in the level of development of Amber Valley organisations. This is reported more fully in our annual report and in a separate document, “Voluntary Sector Profile”.

Volunteering

We have continued to expand volunteering opportunities by updating information from local organisations and by providing new opportunities through Derbyshire LINK activity and Looked After Children support. In gaining the Investing In Volunteers accreditation we updated our policies and work practices to ensure that volunteers we support have access to staff meetings and other appropriate support as well as access to training.

Training

Our training plan is reviewed on a quarterly basis with the emphasis on subjects that improve the functioning of local groups or which will increase skills of volunteers. We are responsive to requests that local groups make to us about their training needs. This shows in the number of learners that we have attending training events with us. We are especially proud of the support we have given Amber Valley Special Parents which culminated this year in a specially adapted Safeguarding Awareness session.

Community Support

We continue to offer direct support to communities in our district through befriending support, SoS family support and Help at Home. The latter two support services are also offered in Erewash. This personal contact with members of our community means we are able to identify good service delivery and gaps in service. We are then able to provide this information to statutory organisations and other funders in a meaningful way.

Contribution by volunteers

We remain committed to having volunteer support in as many aspects of our work as possible. To this end we have regular support with administration tasks, including inputting to CVS and Help at Home databases. We offer volunteering opportunities within the SoS team to give support to families and to Looked After young people. We are seeking funding to develop volunteer led Home from Hospital support to the community hospitals in Amber Valley. We also recognise the support of our board with issues such as human resources, finance and publicity.

Statement of Financial Accounts

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2009

	Note	Unrestricted funds £	Restricted funds £	Total funds 2009 £	Total funds 2008 £
Incoming Resources					
Incoming resources from generated funds:					
<i>Activities for generating funds:</i>					
Membership, training and services		21,107	-	21,107	19,856
Investment income	2	8,420	-	8,420	8,668
Incoming resources from charitable activities:					
Help at Home Income		242,185	-	242,185	256,241
Grants and contracts	3	38,569	528,329	566,898	439,818
Other income	4	6,860	-	6,860	17,495
Total incoming resources		317,141	528,329	845,470	742,078
Resources expended					
Charitable activities	5	272,169	491,427	763,596	642,164
Governance costs	5	6,025	-	6,025	5,950
Total resources expended	5	278,194	491,427	769,621	648,114
Net incoming resources for the year	5	38,947	36,902	75,849	93,964
Transfers between funds		-	-	-	-
Net movement in funds		38,947	36,902	75,849	93,964
Balances brought forward		252,264	105,477	357,741	263,777
Balances carried forward		291,211	142,379	433,590	357,741

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.

Balance Sheet

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE LIMITED

BALANCE SHEET

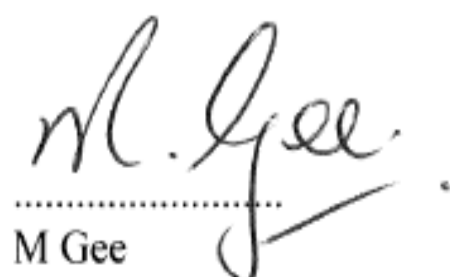
31 MARCH 2009

	Note	£	2009 £	2008 £
Fixed assets				
Tangible assets	7		76,667	85,855
Current assets				
Debtors	8	18,820	29,555	
Cash at bank and in hand		369,915	276,442	
		<u>388,735</u>	<u>305,997</u>	
Creditors: amounts falling due within one year	9	<u>(31,812)</u>	<u>(34,111)</u>	
Net current assets			356,923	271,886
Total assets less current liabilities			<u>433,590</u>	<u>357,741</u>
Net assets			<u>433,590</u>	<u>357,741</u>
Funds				
Restricted	11		142,379	105,477
Unrestricted funds:				
Designated funds	12	155,000	155,000	
General funds	12	<u>136,211</u>	<u>97,264</u>	
			291,211	252,264
TOTAL FUNDS	13		<u>433,590</u>	<u>357,741</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the members of the committee on the 23/09/09 and are signed on their behalf by:


.....
N Wilkinson


.....
M Gee

Trustees Statement on Financial Information

Plans for Future Periods

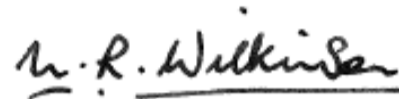
We plan to target the work of the Older Persons development worker to ensure there is support at home for older people discharged from hospital. This is based on feedback from Help at Home workers, Members of the public through Derbyshire LINK and an identified need by hospital staff.

We also intend to look for opportunities to improve debt advice and debt management for families.

We will be reviewing our premises to ensure they reflect current need, including the needs of the wider voluntary sector by reviewing our office space and location.

Market Place
Ripley
Derbyshire

On behalf of the board of trustees



N Wilkinson (Chairman)

23 September 2009

Independent Auditors statement to the Trustees

Basis of opinion

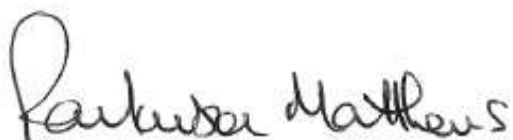
We conducted our audit in accordance with International Standards on Auditing issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements:

- Give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the charitable company's affairs as at 31 March 2009 and of its incoming resources and application of resources for the year then ended; and
- Have been properly prepared in accordance with the Companies Act 1985; and
- The information given in the Directors Report is consistent with the financial statements for the year ended 31 March 2009.



23 September 2009

Parkinson & Matthews LLP
Registered Auditor

Chartered Accountants, Cedar House, 35 Ashbourne Road, Derby, DE22 3FS

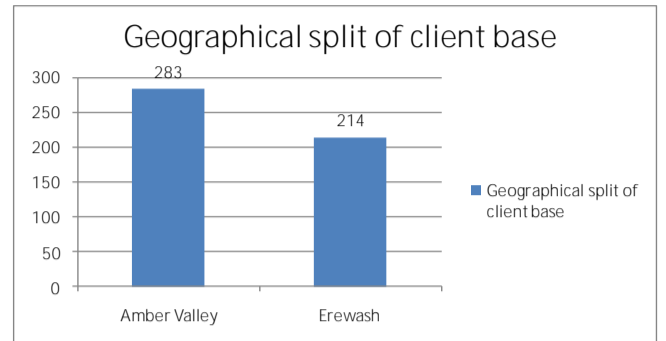
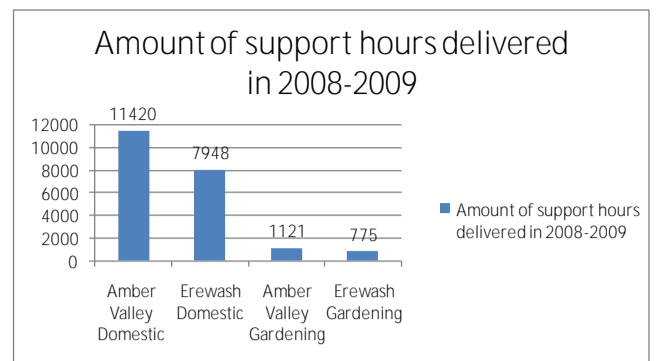
Help at Home

Help at Home provides practical support to elderly and/or disabled residents of Amber Valley and Erewash to enable them to live independently in their own home.

For the period 2008-2009 we provided over 19300 hours of domestic support and over 1890 hours of garden maintenance. The gardening service operates throughout the year. Not only do we maintain gardens through the peak growing period of April to October, but in the winter months we continue this regular service to ensure our clients gardens are looking their best.

Our domestic service encompasses the cleaning of clients homes. In addition our workers can change bedding, put washing on and even do the ironing. We can carry out essential shopping, which can be unaccompanied as well as accompanied. Workers may also collect prescriptions and pensions.

The service currently employs 48 local people in Amber Valley and Erewash. Amber Valley CVS ensures the workers can access training to maintain the high quality of service we provide. This year 16 staff members have already been trained in Emergency 1st Aid. Next year we will provide all of our workers with an updated Vulnerable Adults training session, which will ensure that their knowledge is to a high standard.



August 2010

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September 2010

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Funding

In 2008-09 the Community Development team supported over 180 voluntary and community groups in Amber Valley to complete successful funding applications.

Through Amber Valley CVS they have accessed :

Advice on funding information, funding searches, support and guidance in developing policies and procedures.

Funding Roadshow

Over 81 groups were represented at roadshow events, which were held in partnership with Amber Valley Borough Council. Funding bodies who attended included Big Lottery Fund, Derbyshire Community Foundation, Lloyds TSB Foundation, Coalfield Regeneration Trust, Wren, and Amber Valley Housing Ltd.

The events were held 4 times over the year to enable groups to speak face to face with funders about their project plans.



Sawmills Senior Citizens



Amber Sound FM



Carousel Crafts



1st Alton Manor Scouts



Belper pottery bowls club

£ A total of £136,390.00 granted to groups.



October 2010

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November 2010

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Derbyshire LINK, co-hosted by Amber Valley CVS and North Derbyshire Voluntary Action, was established in April 2008 to help gain views of the people of Derbyshire about health and social care services.



Derbyshire LINK want to hear about your experiences, both good and bad, in respect of the health and social care services you and your family access, and any ideas you may have for improvements and change.

In this first year 159 members of the public registered with Derbyshire LINK.

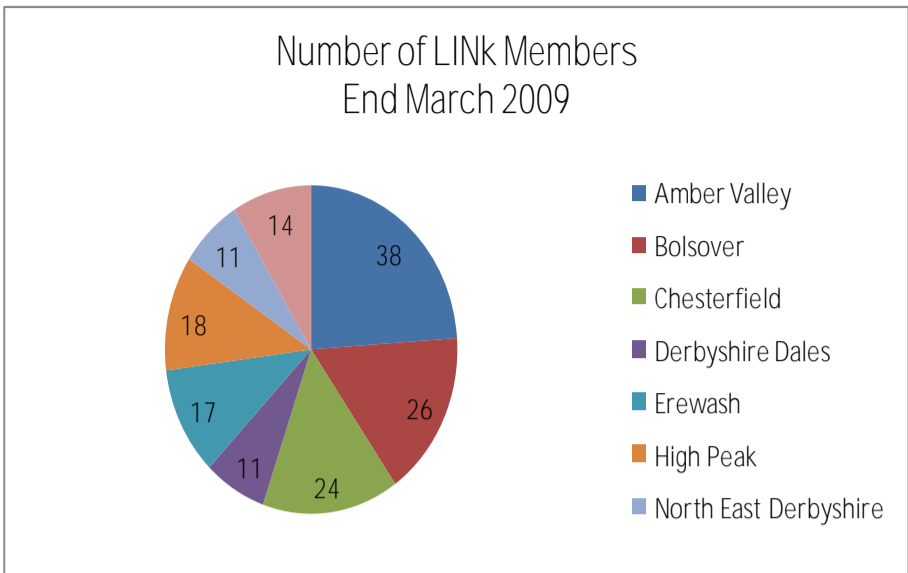
Derbyshire LINK held 8 public events, gaining over 600 comments about local services, set up an interactive website and circulated the first LINK bulletin.

A LINK Steering Group was also established consisting initially of 10 members of the public. This group is responsible for overseeing and prioritising the activities of the Derbyshire LINK team.

If you would like more information please visit the Derbyshire LINK website at www.derbyshirelink.org.uk or phone 01246 558924



There are a number of ways you can become involved and the more people that do get involved the stronger and more influential Derbyshire LINK will become!



December 2010

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January 2011

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Voluntary Sector Profile February 2008

A survey of voluntary sector activity in Amber Valley was previously undertaken in 2001. We have repeated this survey, using information from databases we routinely maintain to give a profile of the sector and provide a comparison where appropriate.

Development of voluntary sector groups

At Feb 08, Amber Valley CVS have records of 179 member groups and 107 other local groups. The total of 286 represents a growth from 2001 in the voluntary & community sector in Amber Valley of approximately 20%. Groups tend to be located in the east of the borough around the market towns of Heanor, Ripley, Alfreton and Belper.

From knowledge gained as a result of frequent contact and visits to groups the level of development, indicated from a range of factors is shown below. This shows a marked change.

Development of the sector can be compared as follows:

	2001	2008 * member groups only
Level 1	41	9
Level 2s	34	83
Level 2p		22
Level 3	25	65

We can also see that in the last 7 years, the profile of groups has changed. There are some increases in the number of national groups located in our area, increases in the number of groups offering a countywide service but the local voluntary sector is still the most vibrant and active increase.

Type	2001	2008
National	7	11
Derbyshire	19	34
Amber Valley	32	80
Local community	35	112 *
Other	9	Not requested

* groups may have identified more than one community area served by them

In relation to the wider political arena, we asked this year that groups express the links to Local Area Agreement (LAA) blocks. The results are as follows:

LAA Block	Number of member groups
Children/Young People	49
Health/Older People	56
Safer and Stronger Communities	23
Sustainable Communities	33
All four blocks	18

This is not a surprising picture as historically the social care agenda grew from voluntary activity.

Nearly 31% of member groups in Amber Valley link themselves to the Health and Older People block in comparison to only 13% that link themselves to the Safer and Stronger Communities block.

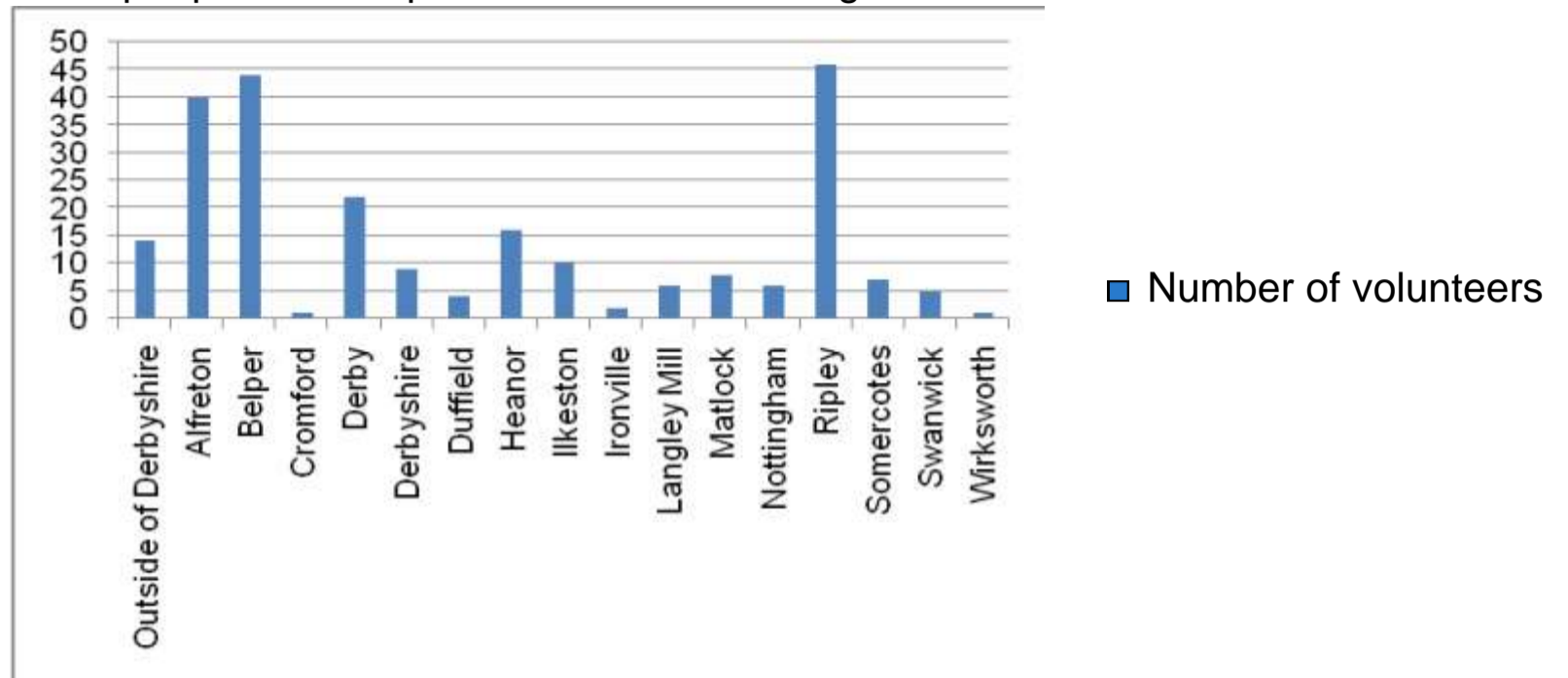
Development of volunteering

Of the 290 voluntary opportunities that are advertised with us, 203 of them are based in Amber Valley. The table below shows how the 203 opportunities are split throughout the wards in Amber Valley:

Area of Amber Valley	Number of voluntary opportunities
Alfreton	32
Amber Valley	25
Belper	39
Duffield	2
Heanor	28
Ironville	5
Langley Mill	6
Ripley	59
Somercotes	4
Swanwick	3

241 people enquired about volunteering with Amber Valley CVS in the time period 2007-2008. A comparison with the same time period in 2006-2007 shows this is actually a decrease of 46 enquiries. However, overall our records show that in 2007-2008 94% of the people who applied to volunteer were placed within a voluntary organisation which is an increase of 31% of the previous year figure.

The geographical area that people who enquired about volunteering came from in 2007-2008 is as follows



Those who apply to volunteer have the opportunity to complete an equal opportunities monitoring form, this, however, is not compulsory.

67% of the people who applied to volunteer were female and 33% were male. 65% of people who applied to volunteer chose to disclose their disability status which is shown in the table:

Disability Status	Number of volunteers
Not disabled	126
Self-classified	30

The ethnicity of the people who do volunteer is also gathered. The majority of individuals who complete this question describe themselves as White /British, although we do have a small number of people from ethnic backgrounds, proportionate to the known population indicators for the area.

The age range of the people who applied to volunteer in 2007-2008 and in the database as a whole can also be compared which is shown in the table below. Once again this question is optional:

Age Range	Number of volunteers 2007-2008	Total number of volunteers on the database
Chose not to disclose	53	338
Under 15	3	20
15-18	15	183
19-25	49	209
26-29	20	100
30-34	16	89
35-39	20	105
40-44	21	95
45-49	12	84
50-54	9	73
55-59	10	68
60-64	8	43
Over 65	5	45

The table above shows that in Amber Valley most of the people who applied to volunteer and disclosed their age were aged between 19-25 and that the two lowest age ranges to apply were those aged under 15 and those aged over 50. It is worth noting that few voluntary organisations have insurance for people under 14yrs of age and there are few volunteering opportunities recorded on V-Base that allow school age young people to participate in voluntary work in Amber Valley.

First Name	Surname	Job Title
Lynn	Allison	Chief Executive
Adele	Atkinson	Finance & Administration Manager
Elaine	Broadhurst	Assistant Development Worker (Volunteering)
Catherine	Clarke	Derbyshire LINK Volunteer Co-ordinator
Graham	Corbett (Retired Sept 08)	Help at Home Co-ordinator (Amber Valley)
Anne	de Gruchy	Derbyshire LINK Development Worker
Carolyn	Ellis (Left Mar 09)	Information Officer & Volunteer, Training & Development Worker
Jasbir	Dosanjh	Derbyshire LINK Development Worker
Vicki	Harding	Directorate Administration Support
Janine	Higgins	SoS Development Worker
Nathan	Hutchinson	Receptionist & Administration Support
Sharon	Kandola	AVEDASS Development Worker
Ann	Kerry	Office Cleaner
Shena	Lawrence	SoS Project Leader
Jane	Massey	Help at Home Co-ordinator
Jacky	Meakin	Development Worker LAC Direct Support
John	Morris	Derbyshire LINK Development Worker
Angela	Quinn	Community Development Manager
Mandy	Rafferty	Home from Hospital Development Worker
Emma	Rodgers	Administration Support
Tracey	Sims (Left Aug 09)	Deputy Director
Claire	Smith	Derbyshire LINK Development Worker
Jenny	Smith	SoS Development Worker
Jessica	Stammers (Left Oct 09)	AVEDASS Development Worker
Michelle	Ward (Left Aug 09)	Help at Home Co-ordinator - Marketing & Promotion
Nick	Whitehead	Derbyshire LINK Manager
Jo	Wild (Left Aug 09)	Development Worker LAC Volunteer recruitment
Tammi	Wright	Derbyshire LINK Co-ordinator & Research Worker

We also now have 50 Help at Home staff working in Amber Valley and Erewash.

We would like to thank the many volunteers who have helped voluntary and community organisations in Amber Valley. Without your time and support many of these organisations would not exist.

Trustees 2008 - 2009

- J Hett
- P Ashworth
- Cllr A King
- D Lane
- D Whitaker
- L Millington
- N Wilkinson
- M Gee

Auditors:- Parkinson & Matthews LLP Accountants Bankers:- Co-operative Bank

Our Major Funders are: Derbyshire County PCT, Amber Valley Borough Council, Derbyshire County Council with additional support from a wide range of other organisations. Amber Valley CVS is a registered charity (1102412) and Company Limited by Guarantee (4763194) registered in England (Registered office as above)