



Basildon, Billericay & Wickford | CVS

Annual Report

2013/14

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Chairs Report

I have great pleasure in presenting this Annual Review of the work of Basildon, Billericay and Wickford CVS. As you can read, it has been a very busy and eventful year, full of challenges and achievements. This review gives an overview of the huge amount and scope of work carried out by the CVS at a time of shrinking resources and increasing demand.

Our development support to local groups has always been our core priority and I am pleased to report that this year we have excelled, securing more money to invest in key local provision. In addition we co-ordinated a number of initiatives to deliver much needed support to local residents through projects such as our Winter Warmth project. In consequence we have:

- Invested £33,000 Community First money into activities in Pitsea North and South wards.
- Continued our work on Talent Match.
- Held two well-attended conferences on themes of health and volunteering.
- Supported over 180 individuals, families and carers with our Winter Warmth project.
- Matched 400 volunteers with volunteering opportunities, a 100% increase on the previous year.
- Worked with 44 organisations to recruit/place volunteers.
- Secured new contracts to increase employment prospects locally.
- Been selected by Locality to host four trainee Community Organisers – one of only two organisations in Essex.

We provided important strategic leadership, not just in Basildon, but across Essex and the Local Enterprise Partnership (LEP) area. For example, our Chief Officer has this year played important roles on a number of bodies. He has been the Co-Chair of EACVS; Chair of the Civil and Military Partnership in Basildon; represented the sector in negotiations over the effective use of European Social Funds.

During the year I continued responsibility of the Treasurers role. I am therefore pleased to report that with new contracts and projects we were able to increase our turnover for the first time in 5 years. Whilst this is positive news we must not be complacent as our core work continues to operate at a loss.

Importantly this has provided an element of financial stability to the service and enabled us to retain core staff. Further, it has enabled us to extend the scope of the service and as a

result this year we saw the arrival of new faces with the appointment of Community Organisers and the Heart of Pitsea coordinator.

Finally, a number of thanks to my fellow trustees, staff and volunteers for their efforts this year. I also want to place on record our thanks to our funders and partners the Basildon Borough Council, Essex County Council, the ECC Public Health, TCHC and the Big Lottery for their ongoing support. Last but not least a big thanks to our members for their ongoing support and work to make a thriving, effective voluntary and community sector in Basildon and Essex.

“We managed the Talent Match Expression of Interest Process for £3.6 million funding”

“We welcome 15 new members”

Chief Officer Report

As you can read in this years report with limited resources we accomplished much. Importantly we maintained service provision, and were actively engaged in a number of high profile, regionally significant projects.

Naturally our service level agreement with both Essex and Basildon places an important emphasis on securing additional inward investment into the Borough and the County. In striving to meet this objective we have worked with funders to ensure the best possible use of limited resources. Consequently we have:

- Served on Essex Community Foundation Thriving Third Sector panel.
- Served on the Essex Learning Partnership funding panel.
- Provided a Secretariat for Talent Match application for the LEP area.
- Managed the Talent Match delivery partners Expression of Interest process for £3.6m funding.

Service user feedback remains overwhelming positive. This was also reflected in 15 new members joining the CVS, so a big welcome to them. As a Chief Officer much of my time is dedicated to supporting partnership meetings, advocating on behalf of the sector and discussing strategies. Our practical interventions therefore provide a sense of immense pride and satisfaction. One such development was the Winter Warmth Project.

Winter Warmth Project

A modest investment of £4,000 from Essex County Council enabled us to provide funds to BDCV, Basildon CAB, Synergy and the Community Resource Centre. This money was to provide support for those whose health and well-being is most at risk during cold weather. They were able to provide provision for assisting those in fuel poverty, the provision of food and clothing, and deposits to assist homeless clients.

Employability Work

Our work in relation to employability is also something that we can feel proud.

We have taken an active interest in work around skills development and employability. This has included:

- Supported the Basildon Volunteer Centre develop targeted employability programmes for clients with mental health issues.
- Essex Learning Partnership. Served on the panel to allocate over £800,000 funding on behalf of the Voluntary and Community Sector.

- Provided the Secretariat to develop the Talent Match programme for the Local Enterprise Partnership area, now lead by the Prince's Trust. This has resulted in a £6.8m investment programme for long term unemployed aged 18-24. This has a focus on a number of areas including Basildon. We continue to sit on the Partnership Board.

This year we also delivered two new employability programmes funded by ESF and Essex County Council. As a consequence of this work, we were asked to advise and contribute to the development of voluntary sector role for the delivery of the ESF programme. To that end informed the development the South East Local Enterprise Partnership development of the strategic plan.

Much of this work was the result of effective partnership working so our thanks are due to the many partners with whom we worked to the benefit of the local communities in both Basildon and Essex.

This year we were finalists in the Basildon Business Awards, and whilst we ultimately lost out to Basildon Women's Aid, the event allowed us to promote our services and thank the staff for their efforts.

Finally, I wish to extend my thanks and admiration for all CVS staff, volunteers and trustees, without whom none of our many achievements would have been possible.

“Really appreciate the help with PQASSO and the re-organisation of our group.”

Jane – BASIS

“The Business Planning Course surpassed my expectations. Facilitator was excellent. Thank you”

Sue Parsons;
KAYZER

Investing & Supporting the Sector

This year we have invested and supported the sector in a number of different ways. We have increased the range of training opportunities delivered locally, provided one to one support for new and existing groups, and played an active role on local funding panels in order to influence positively the level of external funding invested.

We have delivered:

- Six training events as part of an integrated programme, following these up with one to one support for all participants.
- Ten workshops.
- Promoted external opportunities in our newsletters and bulletins.
- Provided one to one support to an average of 62 groups per quarter.
- Served on three funding panels.

Feedback following training and networking events was overwhelming positive. Delegates said “Thank you very much enjoyed the workshop”, “Excellent – many thanks”, “The enjoyed the training session – please email a list of training scheduled for 2013/2014” ““Please advise of any future training”.

Good quality assurance is important in ensuring organisations are well managed and BBWCVS have the expertise of being able to advise and mentor on the PQASSO quality assurance mark. Two groups sought advice on this accreditation last year and one of these groups has applied for the accreditation mark.

Our funding advice continues to prove popular with advice provided to 33 organisations of 122 different occasions. This secured an unprecedented £1,023,000 worth of inward investment into Basildon and Essex. We acknowledge that this figure is inflated by one off national initiatives such as Talent Match and the Big Local, but we will see the legacy of this work for some time to come.

Our funding fayre, delivered in Partnership with Basildon Council, once again proved a popular attraction with 96 delegates attending five workshops, and having the opportunity to meet 12 exhibitors.

Funders who attended included Awards for All, Essex Community Foundation, Essex Funding Team, Lloyds TSB, and Heritage Lottery Fund. Other organisations offered general advice including Palmers Solicitors, Local Giving and Voluntary Sector Training. Evaluations evidenced that the event proved to be extremely useful to organisations trying to secure new funding.

“As a newly appointed Trustee, being shown through The Roles and Responsibilities of Trustee training has been of immense help in building up my knowledge of what Trusteeship is about”
Tapi Ndunu –
Bread of Life
Ministry

Enabling communication and collaboration

As a CVS we aim to facilitate effective communication, networking and collaboration across local voluntary and community groups actively promoting cross sector partnerships. To do this we provide information in a variety of formats including our bulletins, newsletters and website. We also host networking events and conferences. This year we have delivered:

- Our quarterly Voluntary Sector network brought local groups together to discuss issues, share information and support each other.
- Two conferences attended by over 100 delegates to celebrate and promote best practice.
- 4 newsletters.
- Subscribers received 9 bulletins.

This year we finally arrived in the digital age of new media with the revamp of our website. This has proved a big success, and a big thanks are due to Donna for leading this work. We will be undertaking further development work over the next couple of years to enhance our social media presence.

Essex Media Workshop Case Study

We met with Essex Media Workshop and discussed the services and support that the CVS was able to provide. Following the visit the organisation joined the CVS as a member and were sent copies of a recent e-bulletin, and details of forthcoming events. They were provided information on DWP funding including contact details.

It was suggested that they consider Awards for All funding, Community First Funding, and an application to the Essex Community Foundation. We mentioned the Heart of Pitsea project and discussed possible alignment with their work.

Outcome: Applications were successfully made to Community First resulting in £4,000 funding for the organisation.

“Our vision is for an engaged community that creates opportunities for everyone and feeds good about itself”

Big Local – Heart of Pitsea

The Heart of Pitsea area has been included in the Big Local initiative, which provides £1m to 150 areas in England. The aim is to make each Big Local area an even better place to live in with £1m to be spent over 10 years (for more information go to www.localtrust.org.uk).



HEART OF PITSEA

Over the past year, our local community, the Heart of Pitsea, has been engaged with and consulted to identify their priorities for the funding.

BBWCVS have been supporting the Heart of Pitsea Big Local as the Local Trusted Organisation. Initially CVS administered the ‘Getting Started’ funding which provided £20,000 for the initial stage of the Big Local process.

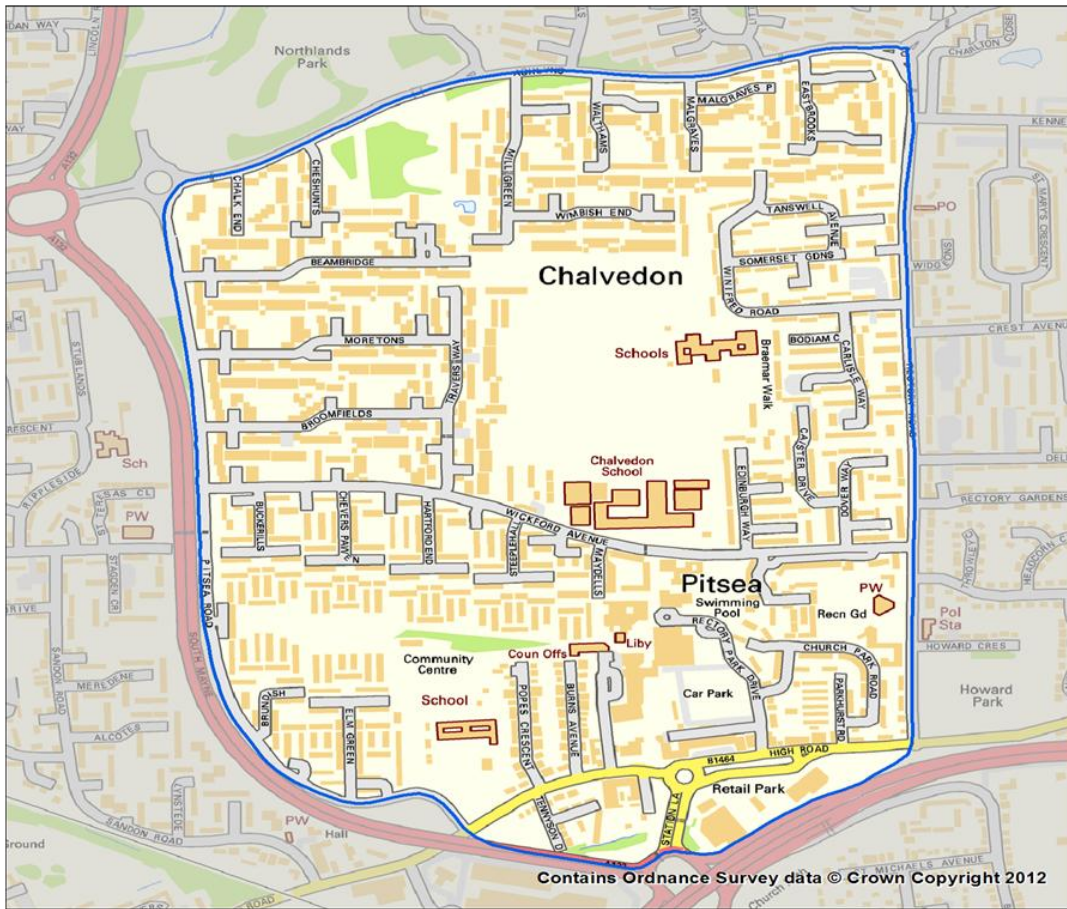
It was an eventful and productive year, led by a skilled team of local residents. During the year we identified priority themes and agreed to focus on:

- Community
- Young People
- Supporting Volunteering.
- Health and Well being
- Crime and Anti-Social Behaviour
- Employment and Skills

We also:

- Formed the Big Local partnership including recruited resident members.
- Created the Big Local Plan with an agreed shared vision.
- Submitted and secured approval for the plan with the Big Local
- Recruited a coordinator.
- Held a Community Fun Day and consultation event.

The next phase will focus on other elements of the Big Local Pathway. In particular, we shall be focusing on the delivery of the Big Local plan, collecting the evidence of impact and reviewing the Big Local plan and partnership. We hope to report progress against these objectives in next year’s annual report.





The project will inspire, create opportunities and empower local unemployed people to take ownership of local services across the South East into the future.

Talent Match

In this section of the report we highlight the work to progress Talent Match South East. At the CVS we are proud of our contribution to this work and wanted to highlight the potential impact this will have over the next few years.

As a CVS we provided a Secretariat to the Partnership and managed the expression of interest process for £3.6m of services to the SELEP area. This included coordinating the panel evaluation process. We continue to play an active role in the Partnership and continue to serve on the Board.

So what is Talent Match?

Talent Match South East is a young person centred partnership, supported by strategic direction from a Core Partnership and the leadership of The Prince's Trust. The Partnership has created and developed a project which will bring together the skills and experience of the voluntary and community, public and private sectors, providing a creative, local and long-lasting solution to supporting long-term unemployed young people aged 18-24 into sustainable work or enterprise.

Using input gathered from young people, employers and stakeholders throughout its design and development, the project will provide unemployed young people with a package of support based on their individual needs. It will reach young people using an innovative peer to peer engagement approach, alongside the expertise of local partners, to engage those who are most in need of support, including those with complex needs, or 'hidden' and unknown to mainstream services. We will work within communities in three focus geographical areas of greatest need – Medway and Kent Coastal, Hastings and East Sussex Coastal, and Essex.

Talent Match South East will achieve the following outcomes:

- 4250 young people will receive one-to-one intensive mentoring with 70% reporting an increase in confidence in finding work and knowing where to find it.
- 20% of young people will progress into sustained employment or enterprise of 16 hours or more. In addition, a further 20% will access employment or enterprise of under 16 hours.
- 3 Business Networks will be established, comprising of employers, providing 50% of project young people with work experience / work tasters, with an Employers Champion group sitting above the Networks.



Prince's Trust

- 10 FE colleges / training provider partners will be recruited to pilot an innovative approach across the South East to delivering skills, enabling progression to accredited programmes relevant to young people and the local labour market.

The Talent Match project will have a long-lasting impact through providing an opportunity to test, develop and share innovative approaches of providing employment support to young people. Most importantly, being young people led, the project will inspire, create opportunities and empower local unemployed people to take ownership of local services across the South East into the future.

Stella Calkin, the Vice Chair of our trustees was recognised in the Long Serving Volunteer category.



Volunteer Centre

Working with Volunteers

Basildon Volunteer Centre is a member of Volunteer Essex. Volunteer Centres have six core functions: brokerage, marketing volunteering, Good Practice development, developing volunteering opportunities, policy responses and the strategic development of volunteering.

The majority of the work of the Centre is brokerage. This year over 420 potential volunteers registered with the Centre, over double the number of volunteers registered in the previous year, over 89% of these volunteers were matched with a suitable volunteering opportunity.

Volunteer Awards

In collaboration with Basildon Borough Council the Centre was involved in organising the Basildon Volunteer Awards, which recognise the contribution to the community that



volunteers make. The awards were hosted at The Place, Pitsea on 10th May 2013. The event was a success and was attended by in excess of 100 people.

In addition to the core functions of the Volunteer Centre, the Centre has also been involved in a number of projects.

Supporting People Project

BBWCVS received additional funding for the Supporting People Project from Essex County Council. The project supports people with mental health difficulties who want to volunteer. The project has received referrals from Family Mosaic, Employment Specialists at Community Mental Health Team and Job Centre Plus. The funding allowed the Volunteer Centre to offer a more personalised service, with the aim of ensuring that volunteering is a positive experience for everyone involved.

Thanks

“I would like to take this opportunity to the volunteers who have assisted in the running of the Volunteer Centre; Justine Grigg and Emma Harmston”

“Thanks must also be given to the voluntary organisations who I have worked with in partnership with this year.”

Pathway to Employment Project

The Pathway to Employment project began in January 2013 after BBWCVS gained funding from the European Social Fund. The project combined three workshops with a voluntary work placement, and was aimed at people with disabilities and health problems. In January 2013 BBWCVS gained funding from the European Social Funding to run an innovative project combining three workshops with a voluntary work placement. The programme was targeted at people with disabilities and health problems. As a result of the project one person moved into paid employment. The project ended in August 2013.

We were pleased to invite the Mayor of Basildon Cllr. Mo Larkin to Pathway to Employment Celebration event, where nine of the participants received certificates.

Gateway to Work Project

The CVS received funding from the Essex Learning Partnership fund to deliver a series of workshops and volunteering placements to interested people in Basildon without a Level 2 qualification. The project ran from January 2014 and ends in August 2014



Financial Review of Activities

The total income for 2013/14 was £134,948, against total expenditure of £121,924. At the end of the financial year £43,030 remained as restricted funds. The organisations free reserves decreased from £175,373 to £158,296 – representing a core deficit of £17,077.

Year ending	2013/14	2012/13	2011/12	2010/11
Incoming Resources	£134,948	£134,040	£151,673	£236,784
Resources Expended	£121,924	£137,790	£196,027	£245,138
Surplus / (Deficit)	£13,024	£(3,750)	£(44,354)	£(8,354)
Fund Balance	£201,326	£188,303	£192,053	£236,407

The charity's on-going deficit of core funds is the result of a pro-active decision to maintain a consistent level of service with the use of reserves.

Policies and Reserves

We continue to obtain our core funding from Essex County Council and Basildon Borough Council. However, we remain committed to diversifying our sources of funding and are pleased to report that over 35% of our funding in 2013/14 came from other sources. As well as our core funders, this year we received funding from the Big Local Trust and TCHC.

We are only too aware of the financial pressures experienced by our funders, and as such the trustees wish to thank our core funders for their continued support.

The strategy of the organisation remains one which aims to have core funding from local authorities and income generation, and to enable ongoing development through project funding from large funders like the Big Lottery, and charitable trusts.

The trustees will continue to monitor the level of free reserves and are committed to undertaking an annual review of its reserves policy during the current financial year. This review will be in the context of recommendations of the Charity Commission.

Our Members

@ The Club

Active Life for a Healthier You

Age Matters

Alamanda Therapy Animals

Basildon & Thurrock Branch Epilepsy Action

Basildon & Thurrock Friend

Basildon Boys Club

Basildon CAP Debt Centre

Basildon Community Resource Centre

Basildon Community Transport

Basildon Education Services Trust (BEST)

Basildon Mind

Basildon Womens Aid

BATIAS

Billericay A.B.C

Billericay Art Trail & Festival

Blind & Partially Impaired Society (BASIS)

Bread of Life International Ministries

Brentwood Community Print

Brighter Opportunities Through Supported Play (BOSP)

Choices Family Support Service

Churches Together in Basildon

Citizens Advice Bureau

Computers for the Disabled

Craylands Activity Zone

Crossroads Care Brentwood, Basildon & Districts

DIAL Basildon & South Essex

Dream Unite Believe

Essex Carers Support

Essex Coalition of Disabled People

Essex Community Development

Essex Indians

Essex Well Multiple Sclerosis

Family Lives

GEMS

Grapevine Essex

Hamelin Trust

Headway Essex

Healthy Living Solutions

Home-Start Basildon District

Impact

IMS Teaching
Inspiration Youth Call
Interact
Kayzar Youth Services
Kingston Ridge Scout Campsite
Kingswood Community Association
Langdon Hill Estate Residents Association
Lighthouse Furniture Project
Lions Club of Billericay
Men Have Rights Too
Nature Break Wildlife Cruises
Northlands Park Community Association
Parents 1st (Strengths in Communities CIC)
Parents Aid Southern Essex
Potter's House Christian Centre
Relate South Essex
Renew Counselling
Rethink Mental Illness - Good Companions
Schools Ministry Billericay
Signpost (Colchester) Ltd
South Essex 50+ Club
St Lukes Hospice
Synergy Therapy & Addiction
The Alzheimers Society
The British Red Cross
The George Hurd Centre
The Guide Dogs for the Blind Association
The London Bus Theatre Company
The Peaceful Place Limited
Trinity Disability Club
Vange Community Group
Victim Support
Wickford & District Talking Newspaper
Wickford and Runwell Parish
Wickford Disabled Swimming Club

Our Thanks

Our thanks go to...

As a CVS we recognise the important role our partners can play in assisting us to improve and develop our services. As a result we have continued to work with other providers and community and voluntary groups. This year we would like to thank a number of partners. The following list is not exhaustive but are thanks to:

Lorraine Jarvis, Chief Officer at Chelmsford CVS and co-chair at EACVS, Nathalie France and Robert Butcher at the Prince's Trust, Pat Cook at the Big Lottery, the Heart of Pitsea residents, Maxine and Grant at Basildon Borough Council.

We are also grateful for the funding and support given by our core funders:

- Basildon Borough Council.
- Essex County Council.
- Essex County Council Public Health.
- TCHC.
- Big Lottery.
- Essex Learning Partnership.

Last by no means least a big thank you to our volunteers and staff. The importance of this contribution to our work community cannot be overstated.

Our Staff

Chris Evans, Chief Officer

Pam McCarthy, Development Services Manager

Jessica Plant, Supporting People Volunteer Co-ordinator

Donna Plakhtienko, Finance and Marketing Co-ordinator

Becky Walsh, Administrative Officer

Jacqueline Reynolds, Administrative Officer

Simon Johnson, Heart of Pitsea Co-ordinator

Amanda Clare, Community Organiser

Jacqueline Skinner, Community Organiser

Helen Davis, Community Organiser

Louis Webster, Community Organiser