



**Salford CVS**  
Making a difference in Salford



# Salford Community and Voluntary Services

## Annual Report & Accounts

For year ended 31 March 2018

Company Limited by Guarantee, registered number: 1948293

Registered Charity number: 519361 England and Wales

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# Introduction



**Alison Page**  
Chief Executive

It's been a busy old year... We've developed some new areas of work whilst ensuring we remain true to effectively delivering the core functions of a CVS.

With so much to do – I think everyone in our sector is doing more for less – I have to remind myself sometimes to stop drowning in emails, ignore twitter for a while, give formal meetings a miss, and look up and out into the world – whether it be Salford, GM, or Brexit and beyond. I've got to a respectable age now and in doing so have learned the value of looking up and getting to know people and place as well as I can.

Snoopy is definitely right...



Salford CVS' overarching aim is to influence, connect and develop the voluntary, community and social enterprise sector in Salford. A lofty aim perhaps, and something we endeavour to do with, not to... but nevertheless it's what we've been working hard to achieve in Salford since 1973!

Like many organisations from across sectors, one of our ongoing challenges is to keep doing what works whilst seeking to innovate and improve as needed. So in this, our 46<sup>th</sup> year of operation, we decided to shake things up a bit and have for the first time produced this weighty tome, which represents the combination of our Audited Financial Accounts and Director's

Report for the year-ended 31<sup>st</sup> March 2018, alongside our more illustrated and flavoursome Annual Report. In this report you'll find the full audited financial statement for 2017/18 plus a snapshot of key areas of our work, including some numbers, pictures and infographics. After you've had chance to read and digest, we very much welcome your thoughts...

Finally, it would be remiss of me not to thank the CVS team – staff, trustees and volunteers – and our wider partners for making 2017/18 another productive year of *Making a Difference in Salford*.

# Foreword



**Chris Fox**  
Chair

As we celebrate 45 years of making a difference in Salford, the Board and I are justly proud of the achievements of our staff and volunteers here at Salford CVS during 2017/18.

As a pivotal strategic partner in Salford we have positioned ourselves as contributors to many important campaigns, research and initiatives that will truly make a difference in Salford.

During the year the Board worked together with the staff team and our wider partners to review and refresh our strategy for the next five years, culminating in the development of our new Strategic Plan 2018 – 2023, which we will be sharing at the AGM.

In this new format combined annual report and audited accounts you will read in more detail about some of our key areas of work, designed to promote the value and ensure the sustainability of the VCSE sector in Salford.

2017/18 was another successful year for the organisation. We distributed hundreds of thousands of pounds in grants to the VCSE sector and primary schools; once again conducted important research into the State of the VCSE Sector in Salford and Greater Manchester; hosted a large VCSE conference facilitating collaboration between many of our members; celebrated volunteering and voluntary action through Volunteers' Week activities and our annual Heart of Salford awards; and contributed to important areas of work around social value, tackling poverty, wellbeing, health and care.

We are very pleased to have continued to facilitate the Third Sector Fund grants programme this year with the support of our partner, NHS Salford CCG. These grants represent a huge and much needed investment into our sector, alongside the Short Break Care and Hate Crime grants we administer on behalf of Salford City Council.

As a custodian of grant funding, along with holding small amounts of money for some of Salford's smallest community groups, our audited accounts are understandably complex, so please do ask us if you would like us to explain anything you read in this report.

Finally, I'd like to take this opportunity to thank my fellow trustees, our staff and volunteers, plus all of our partners and funders for all of their support this year.

Thank you for taking the time to read this Annual Report.

Chris Fox, Chair, Salford CVS

# Legal and administrative information

## Status

The charity is a company limited by guarantee, (charity no. 519361) with its governing document being its Memorandum and Articles of Association. The liability of the members in respect of the guarantee is limited to £10 each. At the 31 March 2018 there were 608 members. The charity's trading name is Salford CVS.



## Members of Salford CVS

## Board of Trustees

Chris Fox (Chair)  
John Phillips (Treasurer)  
Janice Lowndes  
Ray Mashiter  
Ged Devlin  
Grace Dyke  
Dr Kevin Kane  
Dr Jennifer Rouse

Appointed after 31<sup>st</sup> March 2018:  
Barbara Bentham – appointed 17<sup>th</sup> May 2018

## Council Representatives

Non-voting ambassadors

Cllr Barbara Bentham to 17<sup>th</sup> May 2018  
Cllr Laura Edwards from 17<sup>th</sup> May 2018  
Cllr Sophia Linden from 17<sup>th</sup> May 2018

The directors are appointed according to the Articles of Association and are referred to as the Board of Trustees.

## Senior Management Team

Alison Page - Chief Executive  
Kirsten Blackwood - Deputy Chief Executive (Finance and Resources)  
Louise Murray - Deputy Chief Executive (Projects and Partnerships)



### Registered office

The Old Town Hall  
5 Irwell Place  
Eccles  
Salford  
M30 0FN



### Bankers

Unity Trust Bank plc  
Nine Brindley Place  
4 Oozells Square  
Birmingham  
B1 2HB



### Auditors

Wyatt Morris Golland Ltd.  
Statutory Auditors  
Chartered Accountants  
Park House  
200 Drake Street  
Rochdale  
OL16 1PJ

## Investment Powers

The charity's powers of investment are governed by its Memorandum and Articles of Association.

## Principle Objectives

The charity's principle objectives as set out in its Memorandum of Association are:

- (1) To promote any charitable purposes for the benefit of the public principally but not exclusively in the local government area of Salford and its environs (area of benefit). And in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.
- (2) To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

For the purposes of this article: a) 'third sector' means charities, voluntary organisations and social enterprises. b) 'charities' are organisations which are established for exclusively charitable purposes in accordance with the law of England and Wales. c) 'voluntary organisations and social enterprises' are independent organisations, which are established for purposes that add values to the community as a whole, or a significant section of the community, and which are not permitted by their constitution to make a profit for private distribution. Voluntary organisations and social enterprises do not include local government or other statutory authorities.

## **Public Benefit Outcomes**

Salford CVS operates for the benefits of its membership and our ethos is demonstrated in public benefit to the citizens of Salford. Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the Strategy, Vision, Mission and Values of the organisation and our 6 thematic strands of work. In particular the trustees have considered how our planned activities, developments and decisions affect our impact on Salford citizens. We use monitoring and evaluation systems to demonstrate our outcomes and impact, which further demonstrate our public benefit. Underlying this is our commitment to Quality, which is one of our 6 Values.

## **Custodian Funds**

The charity holds funds on behalf of other organisations as a custodian. There are a number of reasons why the organisations cannot hold their funds including; the organisation is too small to operate a bank account; there are not sufficient people in the organisation for adequate controls as stipulated by a grant provider; or, the organisation does not feel it has appropriate resources to handle its own funds.

When a fund is taken on by the charity there is both an application form and ID provided by the organisation or the terms from the grant provider are that the funds are held by the charity. Any movement on funds must be supported by written authorisation from a designated member of the organisation.



# Ensuring our work delivers our objectives

## Strategic Priorities

This Strategic Plan was written in the context of the current and emerging significant issues facing the voluntary, community and social enterprise sector in Salford in summer 2013, and has been subsequently reviewed on an annual basis. We have determined our priorities in consultation with our membership, VCSE Sector colleagues and community stakeholders.

### Salford CVS: Strategic Priorities 2013 - 2018

THEME	WORK STRANDS		
MONEY	Grants	Contracts	Fundraising
VOICE	Representation	Influencing	Campaigning
SHARE	Resources	Information	Collaboration
VOLUNTEER	Governance	Good Practice	Direct Services
COMMUNITY	Poverty	Inequality	Welfare Reform
IMPACT	Compliance	Quality	Demonstrating Value

In 2017 we began work on our Strategic Plan for 2018 – 2023, effective from 1<sup>st</sup> April 2018.

# Strategic partnership working 2017/18

During the year Salford CVS attended and contributed to 155 strategic partnership meetings in Salford and 77 in Greater Manchester – a total of 232 to prep for, attend, contribute to and report back on – with the aim of ensuring the VCSE sector is heard by our partners and influences a variety of agendas. In addition to this a significant number of meetings and events were attended by VOCAL VCSE representatives.

## Partnerships we contributed to in Salford included:

City Leaders Group, Health and Wellbeing Board, Population Health working group, Salford Together (Big Conversation), Integrated Care Advisory Board (ICAB), Emotional Health and Wellbeing Board, Salford Equality Network, 0-25 Transformation Board, Locality Plan Programme Board, Community Safety Partnership, Children's Trust, Children's Safeguarding Board, Adult Safeguarding Board, Skills and Work Board, Tackling Poverty task group, Financial Inclusion Practitioners Group, Conditionality and Sanctions taskforce, Salford Estates Group, Volunteering Strategic Partnership, Salford Learning City, Community Learning Trust, Salford Poverty Truth Commission, Salford Social Value Alliance, Salford Living Wage task group, Neighbourhoods Working Group, Salford Social Enterprise City, Salford Dementia Action Alliance, City Mayor's Carbon Literacy Forum.



## Partnerships we contributed to in Greater Manchester included:

GM Chief Officers, 10GM partners, GM Devolution VCSE Reference Group, VCSE Assemblies, GM Connect Information Governance and Leadership Groups, GMHSCP Joint Commissioning Exec, GM Moving / Sport England LDP, GM Volunteering Steering Group, GM Social Value Network, GM Talent Match commissioning, GM Social Enterprise Network, GM Social Investment panel, GM Living Wage Campaign.

During 2017/18 Salford CVS organised 20 different VOCAL VCSE Forums for voice and influence (Leaders; Children, Young People and Families; Wellbeing, Health and Care; Community Safety; Environmental) and 4 Volunteer Coordinators' Forums. These were attended by 372 individuals from our sector.



**People given a voice at our forums**

In addition we organised 8 strategic workshops (Health & Social Care, Homelessness, Tackling Poverty, Greening Salford, Personalisation, Digital, Place and Assets, Mental Health Strategy) attended by 221 individuals from our sector and a large VCSE Conference, with 174 delegates attending.

In December 2017 we organised a round table event for VOCAL VCSE Leaders with Jon Rouse, Chief Officer of GM Health and Social Care Partnership.

## Salford VCSE Conference attendees



During the year we convened and facilitated the VCSE Strategy Writing Group and organised two VCSE Investment round table events, the first of which was held in March 2018.

We also convened a small task and finish group to write the draft H&SC Memorandum of Understanding between the VCSE sector and the Salford Together partnership.

We led / contributed to and influenced various strategies, alongside other VCSE sector leaders, including:

- Salford VCSE Strategy 2017 – 2020
- Salford Volunteering Strategy 2017 – 2022
- No One Left Behind: Tackling Poverty in Salford Strategy and associated Action Plan
- Salford Employment and Skills Strategy 2017 – 2020
- Salford Physical Activity Framework
- Salford Homelessness Strategy 2018 – 2023
- Memorandum of Understanding between GM Health and Social Care Partnership and the GM VCSE sector
- VCSE Accord between Andy Burnham, Mayor of Greater Manchester and the GM VCSE sector

## 10GM partnership



10GM is a joint venture between the local infrastructure organisations (CVS's) that exist within the Greater Manchester boroughs. 10GM became an official joint venture in spring 2017 with the signing of a formal Memorandum of Understanding between founder members Salford CVS, Bolton CVS, Macc (Manchester), Action Together (Oldham and Tameside), Voluntary and Community Action Trafford and CVS Rochdale.

The main purpose of the venture is to support the voluntary, community and social enterprise sector within the ten boroughs of Greater Manchester, aiming to improve the effectiveness and impact of the sector in reducing inequality and improving the lives of people who live, work and study in Greater Manchester.

Our members represent a combined membership of thousands of local voluntary, community and social enterprise organisations working in communities and neighbourhoods all across the city-region.



*10GM Partners from Action Together, Salford CVS, Macc, Bolton CVS, CVAT and CVS Rochdale along with GMCVO at the launch of the GM State of the Sector 2017 report*

During 2017/18 we held an away-day to agree a strategic plan for the partnership, focusing on how we could work collaboratively to swap, shop and share resources across our organisations.

10GM partners also played an effective role in GM during 2017/18 via participation as founder members of the GM Devolution VCSE Reference Group, developing, agreeing and implementing the MoU with GM Health and Social Care Partnership (which was signed on 17<sup>th</sup> May 2017 at a sector event at Manchester Town Hall) and developing an Accord with Andy Burnham, Mayor of Greater Manchester, on behalf of the Greater Manchester Combined Authority and the VCSE sector across Greater Manchester (signed 7<sup>th</sup> November 2017 at GMCVO's AGM).

## **State of the VCSE Sector 2017 reports: Salford and across GM**

During autumn and winter 2016/17 Salford CVS brought together local infrastructure partners from 10GM along with GMCVO to once again undertake large-scale research into the 'state' of the voluntary, community and social enterprise sector within the 10 localities of Greater Manchester and across GM as a whole. In doing so we were building upon the work we had undertaken in Salford initially, culminating in our Salford State of the Voluntary Sector 2010 research report and across Greater Manchester during 2013, when we led on a project that culminated in State of the Voluntary Sector 2013 reports for Salford, Bolton, Manchester, Trafford, Oldham, Tameside, Wigan and Greater Manchester. Our aim with the 2017 reports was to produce at least a summary for each of the ten local authority areas of Greater Manchester, plus a report for Greater Manchester as a whole. This important piece of research was once again conducted in partnership with the Centre for Regional Economic and Social Research at Sheffield Hallam University, focusing on the significant social and

economic impact of the VCSE sector to local communities and the wider economy, demonstrating the social and added value our sector makes to the city-region. The research also highlights trends in the sector over the past last three years through a changing landscape of reform, economic austerity and Greater Manchester devolution.

The full reports, summary reports and key facts cards were published in June 2017, with Salford CVS organising the Greater Manchester launch event at The Lowry in Salford, which was attended by a host of key figures from across the public, private and VCSE sectors in Greater Manchester. Attendees from Salford included our City Mayor, Salford Council's Chief Executive, NHS Salford CCG's Chief Accountable Officer, the Chair of Salford CVS, the Chair of Salford Third Sector Consortium and VOCAL VCSE Leaders reps.

The Salford State of the VCSE Sector 2017 report was then formally launched with the wider VCSE sector at our annual VCSE Conference later the same month.

**The Salford report illustrates the amazing size, reach, spread, scale and diversity of the VCSE sector, with leading headlines including:**



**Voluntary organisations, community groups and social enterprises making a difference in Salford**

**Interventions made with beneficiaries in 2016**



**Volunteers giving**



**Hours each week, valued at £104.4 million p.a.**

The Salford report can be found on the Salford CVS website:  
[salfordcvs.co.uk/StateoftheSector2017](http://salfordcvs.co.uk/StateoftheSector2017)

The other GM reports can be found on the 10GM website: [10gm.org.uk/?page\\_id=333](http://10gm.org.uk/?page_id=333)

Thanks must go to all of the VCSE organisations who kindly gave their time to complete the State of the VCSE Sector survey, including those who also attended a series of focus groups to provide more qualitative information for our research.

# Salford VCSE Strategy 2018 – 2023



**At the heart of creating a better and fairer Salford: A strategy for the voluntary, community and social enterprise sector in Salford 2018 – 2023.**

In 2016 members of Salford’s VOCAL VCSE Leaders Forum developed a VCSE Manifesto for Salford, which featured 6 priority areas of activity that the sector had ‘asks’ of the public sector, summarised around the headings **Involve, Include, Collaborate, Value, Invest** and **End Poverty**.

The Salford VCSE Strategy 2018 – 2023 has been developed in response to that manifesto by a task and finish group comprising Salford CVS, VOCAL VCSE Leaders Forum reps, Salford City Council and NHS Salford CCG, with Salford CVS taking on the role of drafting iterations of the strategy and action plan, which

have then been consulted on via VCSE Forums and the 2017 VCSE conference and that have also been taken through the CCG and Council governance structures.

The Strategy has been developed to describe the position and role of the VCSE sector in Salford in terms of how it supports and benefits local people, delivers services and influences city-wide policy and strategy, with the aim of achieving the following outcomes:

- A clear **position and role** for the VCSE sector in strategic partnerships
- **Recognition** and agreement about how the sector supports and benefits local people, delivers services and influences policy and strategy
- **Shared understanding** between the VCSE sector, Salford City Council and NHS Salford CCG of the **relationship** that the VCSE sector has with its **key stakeholders**, including beneficiaries / service users and clients (current and future), funders and donors, commissioners, delivery partners, and the wider public sector
- **Resources** that are appropriate, accessible, and sustainable
- A **consistent approach** to strategic and operational thinking
- Consistency of practice and **high standards** in the conduct of the relationships between the VCSE sector and our key public sector partners
- A VCSE sector which works in **partnership** with the City Council and NHS Salford CCG for the benefit of the people of Salford





### Developments plans 2018/19:

The plan in 2018/19 is to:

- Launch the full Strategy and a four-page summary document with partners at the annual VCSE conference in July 2018
- Re-convene the Strategy Writing Group to further develop a SMART action plan
- Agree governance arrangements to ensure the aims of the strategy are delivered
- Draft and agree a VCSE Investment Strategy that our public sector partners can commit to

## Salford Together – health and care in Salford

In autumn 2017 Salford CVS assisted Salford Together and Healthwatch colleagues in organising a VCSE engagement event so that the large-scale changes to public sector health and social care structures and proposed new delivery models could be shared and tested with the VCSE sector. This work was part of a wider engagement piece known as the Big Health and Care Conversation. The event featured presentations from Salford Together, Salford CVS and other VCSE sector representatives and was attended by 54 VCSE sector colleagues. The notes from the day and VCSE feedback were then collated into a report by Healthwatch, commented on by Salford CVS and reported back to Salford Together colleagues via the Integrated Care Advisory Board (ICAB).

As a result of that work and the clear need to further engage and involve the VCSE sector, and subsequent discussions at the VOCAL Wellbeing Forum reps group, it was agreed that Salford CVS should submit a proposal to ICAB for some resource to both enable participation of the sector in the emerging structures and to develop a Memorandum of Understanding (MoU) between Salford Together (Salford City Council, NHS Salford CCG, Salford Royal Foundation Trust, Greater Manchester Mental Health Trust, Salford Primary Care Together) and the VCSE sector. This proposal was agreed by ICAB and included resource to employ a Salford Together VCSE Partnership Lead on an initial 12 month contract.



*Louise Murray, Salford CVS, presenting on the role of VOCAL at the Big Health and Care Conversation.*



### **Development plans 2018/19:**

The role of Partnership Lead was born out of the need for the VCSE sector to be formally and consistently represented within the strategic planning and delivery of the health and social care transformation work and we recruited to the role in April 2018. The Partnership Lead is the 'bridge' between the VCSE sector and Salford Together to ensure that the sector has voice, representation and influence in strategic planning and delivery.

The focus of the work for 2018/19 will be:

- Identify, enable and facilitate opportunities for collaboration
- Link VCSE organisations into Salford Together
- Support the implementation of the MoU and Collaboration Agreement between the VCSE sector and Salford Together

The over-arching MoU between the VCSE Sector in Salford and the partner organisations in Salford Together will be underpinned by a collaboration agreement that will be formally agreed in autumn 2018.

The Collaboration Agreement will set out a shared ambition to:

- Provide the best services and support for the people of Salford
- Co-design these services
- Maximise the talent, reach and social value of VCSE sector activity for the benefit of the people of Salford

The Agreement will also set out the shared principles that will underpin the delivery of our work together. These principles are focussed on:

- Prevention, early help and intervention
- Person-centred services
- Co-creating
- Doing with, not for
- Asset-based approaches to supporting people
- Self-care
- Promoting independence
- Just enough support when needed

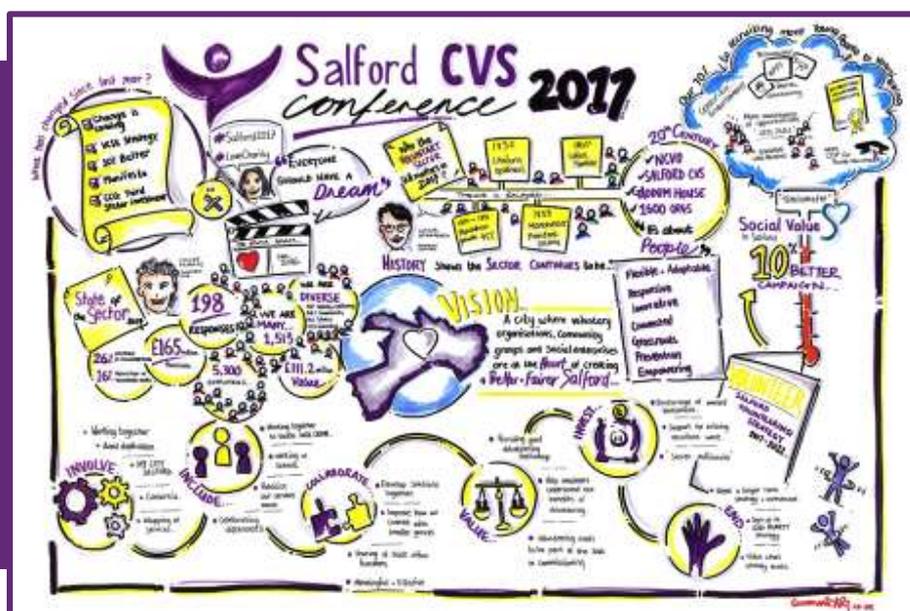
The MoU and the Collaboration Agreement will be underpinned by an Action Plan which will have specific, time bound and measurable outcomes.

## Salford VCSE Conference 2017

174 delegates from local voluntary, community, social enterprise and public sector organisations attended our annual Salford VCSE conference on 12<sup>th</sup> June 2017 at the AJ Bell Stadium.

The conference opened with a short film tribute to Dr Sylvia Sham, Chief Executive of the Wai Yin Society, a keynote speaker in 2016 who sadly passed away later that year. The overarching theme of the 2017 conference was tackling poverty, highlighting the role of the VCSE sector historically and in the current climate. Lynne Stafford, Chief Executive of The Gaddum Centre, one of Manchester's oldest charities, gave the keynote morning speech on *'Why the voluntary sector still matters in 2017'*.

Attendees then had the opportunity to influence the emerging VCSE Strategy for Salford, spending time at tables discussing the 6 pillars of the strategy. They also heard about Salford Social Value Alliance's new *10% Better* campaign and how to get involved.



The event saw the launch of both the Salford State of the VCSE Sector 2017 report and the Salford Volunteering Strategy 2017-2022.

Sector leaders ran 5 workshops on the theme of tackling poverty, focusing on Furniture Poverty, Financial Literacy, Feeding Salford, Mental Health and Poverty, Housing Market Failure. The role of small but vital local charities in tackling poverty was highlighted by Lloyds Bank Foundation in their keynote afternoon speech. Paul Dennett, Mayor of Salford, then introduced Salford's Anti-Poverty Strategy and the event culminated with delegates pledging what they would individually do to tackle poverty in Salford.

Feedback from the conference was excellent and can be viewed here, alongside all of the presentations, notes and photos from the day: [salfordcvss.co.uk/salford-vcse-conference-2017](http://salfordcvss.co.uk/salford-vcse-conference-2017)

## Living Wage Week 2017

This year we once again organised an event during Living Wage Week to demonstrate our commitment to the national Living Wage Campaign. Salford CVS have been a national Living Wage Foundation accredited Living Wage Employer since 2013.

The event was held at The Angel Centre in Salford (run by Social adVentures social enterprise, also an accredited Living Wage Employer) on 10<sup>th</sup> November 2017.



The event commenced with an introduction from Alison Page, Chief Executive of Salford CVS, which was followed by a speech by Paul Dennett, elected Mayor of Salford.

This was followed by a world café conversation, led by colleagues from the Greater Manchester Living Wage campaign, to discuss and inform the proposed new Good Employment Charter for Greater Manchester, which is intended to outline good employment practices and recognise employers that adopt them.

The event was attended by a wide range of people from across sectors, including VCSE leaders, the local authority, and Salix Homes (the first Salford employer to become nationally accredited).

## Salford Social Value Alliance



The Salford Social Value Alliance is a coalition of leaders who are passionate about Salford and ensuring the best for its citizens and who believe driving a social value approach can help achieve maximum social, economic and environmental benefit for the city and its people.

Launched in 2015 and endorsed by the Salford City Mayor, current membership includes Salford CVS, Salford City Council, NHS Salford CCG, Salford Community Leisure, Salford Third Sector Consortium, Big Life, Unlimited Potential, Salford Royal Hospital, City West Housing and others.

During 2017/18 the Alliance continued to be chaired by Alison Page, CEO of Salford CVS, with administration also being undertaken by CVS. The Alliance meets three times a year, with a core group meeting more frequently to drive work forward.

The current work programme includes launching the 10% Better campaign, supporting the development of the new RHS gardens in Salford, updating the Alliance's social value toolkit,

and influencing Greater Manchester Combined Authority's approach to generating social value through devolution.

Specifically, the 10% Better campaign aims to strengthen city-wide commitment to social value and to encourage organisations to use social value to improve the lives of people who live and work in Salford. The campaign aims to achieve the following changes in Salford between 2017 and 2021:

- **MORE** volunteering
- **MORE** young people who are in employment, education and training
- **MORE** Salford people saying that they have good wellbeing
- **LESS** waste – fuel, rubbish, energy, water, etc.
- **MORE** recycling
- **MORE** green travel – walking, cycling, buses, trams, trains, lift shares, electric vehicles
- **MORE** use of parks and green spaces
- **MORE** companies paying the LW Foundation accredited 'real' Living Wage
- **MORE** local people from vulnerable groups accessing new jobs, apprenticeships, training and work experience placements
- **LESS** fuel poverty
- **MORE** purchasing from Salford-based companies



The campaign was publicly launched at a large event at Ordsall Hall on 10<sup>th</sup> November 2017, with speakers including Paul Dennett; Mayor of Salford; Bernadette Elder from Inspiring Communities Together; John Phillips from Langworthy Cornerstone, alongside speakers from Keepmoat Homes, Salford Royal, University of Salford, Carbon Creative and Salford Community Leisure. The event was organised by Salford CVS on behalf of the Salford Social Value Alliance and generated a lot of interest for the campaign. 26 pledges were completed by organisations including Salford City Council, Salford CVS, Unlimited Potential, NHS Salford CCG, Salford Community Leisure and others.

### Development plans 2018/19:

With a paid Social Value Development Worker in post at Salford CVS from April 2018 the focus for the 10% Better campaign will be four-fold:

- To develop the marketing and branding, including the Alliance's website
- To increase the number of pledges from public, private and VCSE sectors
- To generate new members joining the Social Value Alliance
- To demonstrate achievements towards making Salford 10% Better



## Salford Social Enterprise City



In May 2015 Salford was designated a 'Social Enterprise Place' by **Social Enterprise UK (SEUK)** the national trade body for social enterprise.

Social Enterprise Places are areas where social enterprise activity is thriving. Salford's status as a Social Enterprise City was secured after a steering group comprising local social enterprises, Salford CVS and The Business Group developed a plan to convince SEUK of our credentials! This included mapping social enterprise activity in Salford, agreeing some key objectives, organising a briefing event and also a public launch.

Salford CVS continues to jointly administer Salford Social Enterprise City activities alongside the Business Group and in 2017/18 organised a range of activities including regular business meetings, workshops on topics such as social marketing and community business, quarterly 'sups' (an opportunity for local social enterprises to pitch to their peers for small scale investment), culminating in annual activities every April as part of the Social Enterprise Places movement (e.g. tours of local social enterprises, networking dinner, conference, etc). Salford Social Enterprise City also hosted a visit from colleagues from Digbeth 'social enterprise place', promoted and supported Social Saturday events and organised a networking event with PwC during the year.

Salford CVS exists to support all local organisations that have social aims and are not-for-private-profit, including social enterprises such as community interest companies, community benefit societies and cooperatives. We are pleased to work with lots of new, and many existing, social enterprises in Salford and believe social enterprise can play an increasingly important role in improving the lives of the people of Salford. Social enterprise isn't a legal structure – it's a way of doing good business 😊



*Attendees at the Salford Sup event in the Union Canteen*

# VCSE Development and Volunteering Support

## Tailored development support for VCSE organisations in Salford

Delivering Information, Advice and Guidance for VCSE organisations remains the cornerstone of our work here at CVS.

In 2017/18 we maintained the level of 1-2-1 support sessions we delivered (317 in 2017/18 compared to 309 in 2016/17), covering topics such as:

- Setting up a new group / enterprise
- Governance and incorporation
- Business and strategic planning
- Partnerships / collaboration
- Premises issues
- Insurance
- Policies and procedures
- Equalities
- Safeguarding
- Health & Safety
- Income generation – funding bids / fundraising / investment
- Proof-reading bids / documents
- Marketing and communications



**Different training workshops (an increase of 37.5% from 2016/17)**



**New organisations supported**



**Sessions of IAG**

In 2017/18 we delivered a significantly improved offer (37.5% increase) in terms of the training workshops we delivered (44 different training workshops in 2017/18 compared to 32 in 2016/17).

Particularly, we have increased the number of sessions around income generation, including the addition of Funding Focus sessions, which have covered subjects including Awards for All and Know Your Stats.

We have also seen a significant uptake by the sector for Trustees training, with charity governance becoming a hot topic in recent times.

This year the homelessness agenda has become more pressing, with significant efforts being made in Salford and at GM level to tackle high levels of poverty and disadvantage. In 2017/18 we undertook a significant amount of adult safeguarding training and 1-2-1 support with some of the smaller frontline VCSE organisations whose mission is to tackle poverty and homelessness. Given that these organisations are working with the most vulnerable in society it's an important piece of ongoing work for us.

Delivering Adult Safeguarding and Children's Safeguarding training sessions, including bespoke sessions for a wide range of groups, remains a core function of our work. In addition, eight organisations were supported to implement the Salford Safeguarding Standards (child) and good practice (adults).

Another focus in 2017/18 has been to bring our development support and grants teams closer together in order to enable more micro and small VCSE organisations to access funding to build their capacity and confidence to deliver projects and enable them to be in a position where they are able to access larger funds external to Salford e.g. Awards for All and Children in Need. This in turn brings more income into Salford whilst enabling our sector to deliver much needed interventions locally.

We recognise how important it is to build strong relationships with other grant funders so we can help bring in additional funding to Salford. In particular we are developing a closer relationship with the Big Lottery Fund, who now have a Funding Officer for Salford.

Enabling our sector to be able to demonstrate its impact also remains a key focus for us here at Salford CVS and we continued to work with a wide range of community groups, charities, voluntary organisations and social enterprises to ensure they can tell their social stories.

## **DBS and backroom services support**



**Salford organisations given DBS check IAG**



**Salford DBS checks performed**



**Organisations provided with financial / legal / payroll support**

**During 2017/18 we continued to provide a range of support services to the VCSE sector in Salford, including:**

**DBS** – we offer a Disclosure and Barring Service (DBS) which provides information, advice and guidance to organisations wishing to obtain DBS checks for their staff and volunteers. During the year 1,181 DBS checks were carried out, of which 532 were for Salford organisations (the rest were from customers across GM). The service also supports individuals to sign up to the DBS update service to enable them to use the checks with multiple organisations – this not only saves time but valuable financial resources for both them and the organisations they work / volunteer for. In total we delivered IAG to 174 Salford organisations - some of which resulted in organisations realising that DBS checks were not required.

**Payroll** – we provide a payroll service to small organisations who do not have the time or expertise to process their own payroll – thus ensuring both legal compliance and best practice. This is an area of work that has grown by almost 30% during the year and it is our aim going forward to further grow this service to meet sector need.

**Holding Accounts** – Salford CVS provide this popular free service to enable Salford organisations to access grant funding, be able to pay for supplies and services in a way that can be audited and also provide segregation of duties for those organisations where there are not enough people (willing or capable) to be able to manage this themselves. Whilst we usually offer this service for a maximum of six months, some organisations will not be able to open bank accounts in this time for a number of reasons, including

- the transient nature of their volunteers
- the financial history of volunteers
- capacity and capability of the organisation to manage a bank account

Salford CVS is therefore acting as a custodian of these funds and they are separately listed in our audited accounts (see page 37).

**Book-keeping & financial management support** - this practical service is provided to VCSE organisations by our team of experienced and qualified finance staff in order to help them manage their finances better and remain compliant with legal requirements.

### Case study from a local charity



CVS spent time with our CEO to understand how the organisation worked so that the accounts and financial management system would reflect the information the board needed in a way that worked for them. CVS now carry out our monthly book-keeping and bank reconciliation. CVS has taken time to understand our requirements and provided a bespoke service. They have always been professional whilst taking time to talk through what they are doing in a way that is easy to understand as well as offer ideas for improvements.



## Information and communication

During 2017/18 we continued to grow our audience across our communication channels and diversify our methods of communication, for example increasing use of our YouTube channel.

Our twitter audiences have grown, with an increase of over 1,500 followers across all accounts.

Subscribers to our thematic VOCAL mailings, weekly e-news and funding e-bulletin (produced with our 10GM partners) have consistently increased throughout the year. During 2017/18 we issued a total of 170 electronic bulletins.

Hits on the Salford CVS website have increased by 33% compared to the year 2016/17, with the majority of hits coming from organic search. The increase shows a recovery from the reduction of hits on the website for the year 2016/17 following website development work.

We continue to support relevant local and national campaigns and we work with partners to deliver key messages to our audiences.



### Development plans 2018/19:

- Improve the Development Team's neighbourhood presence in order to support micro and small groups where they operate
- Promote the support we offer around the Salford Safeguarding Standards to VCSE organisations
- Continue to improve our reach into Communities of Identity, particularly BME communities
- Development and roll out of new GRIPP Assessment Tool (health check)
- Investigate how we can effectively capture the long-term impact of our Development Workers' interventions
- Update key Fact Sheets, introduce new ones as necessary, e.g. GDPR
- Provide additional GDPR support for VCSE organisations
- Continue to evolve our training programme to address the emerging needs of the VCSE sector
- Continue to play a proactive role in the planning and development of Salford's first Mad Pride event in June 2018, supporting user-led groups to lead this initiative
- Further develop our DBS and payroll services



*Wai Yin leading a Tai Chi session at our VOCAL: Wellbeing, Health and Social Care forum.*



*Attendees at our social enterprise squeeze session.*

## Volunteer Centre Salford

Volunteer Centre Salford is the city's only accredited Volunteer Centre (accredited by Volunteering England / NCVO) and is a key work strand for Salford CVS. We deliver a number of core functions as part of our Volunteer Centre offer, with the aim of providing support for volunteers and support for volunteer-involving organisations:



### Strategic development of volunteering

An example of this is our work on the *Salford Volunteering Strategy 2017 – 2022*.

Salford CVS led on the drafting of this updated strategy for volunteering in Salford, which was informed by the views of the Volunteer Coordinator's Forum, VOCAL VCSE Leaders, and cross-sectoral partners. The strategy was launched at our VCSE conference in June 2017.

During the year a new Salford Volunteering Strategic Partnership for the city was established, which is co-chaired by Salford CVS and Salford City Council and has a number of VCSE reps amongst its membership. This group will provide governance for the implementation of the strategy via a detailed action plan.



The vision of this strategy is:

**Salford is a great place to volunteer – a city where volunteering is properly resourced, good practice is observed, and volunteers are supported and recognised for their valuable contribution.**



### The strategy features 4 core values:

- **Choice** - freedom to volunteer or not
- **Diversity** - open to all
- **Mutual Benefit** - both the volunteer and the organisation should benefit
- **Recognition** - there should be explicit recognition of the value of volunteers

### And the following aims:

1. Salford will be a place that fully values its volunteers and their contribution
2. Our core values for volunteering will be understood and implemented
3. There will be a range of good quality and diverse volunteering opportunities accessible to people across Salford – including more opportunities for younger volunteers
4. We will actively challenge and address barriers to participation in volunteering
5. There will be an improved standard of volunteering experience for people who volunteer

6. Volunteering in Salford will help to address the priorities of the city
7. Volunteering in Salford will contribute to addressing key challenges such as reducing social isolation, improving mental health and wider wellbeing, improving skills and ameliorating the effects of worklessness
8. Volunteering in Salford will contribute to the city's social value agenda and Salford Social Value Alliance's *10% Better* campaign
9. Volunteering in Salford will support the 'Spirit of Salford' initiative



### **Good practice support**

During the year we supported 178 different VCSE organisations to provide good quality and safe volunteering opportunities through our training courses, forums and 1-2-1 advice. Topics covered this year have included Volunteering and the Law, Effective Measurement and Management of Volunteering, Involving Volunteers with Mental Health Needs, Recruiting and Supporting Ex-Offenders, Safeguarding and Volunteers. We also updated our Good Practice Guidelines handbook and included more information and links to resources around Safeguarding.

We have worked to ensure people have a good volunteering experience through our work on the Volunteer Charter, asking organisations to sign up to say they meet the standards that are outlined on the Charter. We continue to administer the Volunteers' Expenses Fund, helping smaller organisations to cover out-of-pocket expenses and therefore helping to remove this barrier to participation. We also continue to run our 100, 500 and 1,000+ hour volunteering recognition scheme, helping organisations to recognise the valuable difference their volunteers are making. Alongside this we once again held our prestigious annual volunteering recognition awards, Heart of Salford 2017 (see page 26).



### Create volunteering opportunities



This year we have continued to develop the Volunteering Portal, our online database of volunteering opportunities that connects individuals to volunteer opportunities across Salford. We worked with over 400 VCSE organisations to promote their volunteering opportunities, including helping to develop and promote 144 new opportunities. During the year we also supported a range of Salford initiatives by helping them recruit teams of volunteers, e.g. RHS Bridgewater.

### Be the voice of volunteering

We have raised awareness of and promoted the value of volunteering through our events and promotions during key volunteering dates such as Volunteers' Week and Student Volunteers' Week. For instance, we ran a social media campaign throughout Student Volunteers' Week tweeting different benefits students may get from volunteering. We also featured Noora's blog on our website, a blog written by a student volunteer giving her perspective and highlighting the difference volunteering has made to her. During Volunteers' Week we joined the Makers Market in Eccles, organising several stalls for organisations and ourselves to promote volunteering opportunities across Salford.

Throughout the year we have also promoted the voice of volunteering via our e-newsletters, on our website, by holding stalls at events, via publicity materials and social media, and via speaking at a wide range of events such as the council's members policy briefing event in December 2017, where we presented an overview of volunteering in Salford to 35 elected members and senior officers. Spring 2018 saw us develop a funding stream to enable VCSE organisations to bid to us for funding to hold an event in Volunteers Week (June 2018).





### Provide volunteering brokerage

We connected over 600 people to volunteering opportunities - from students who are looking to gain experience through volunteering to complement their studies; people volunteering as a way to improve language skills where English isn't their first language; older people; and everyone in between. We worked hard to ensure that volunteering is accessible to all people who would like to be involved. We supported over 90 people through our 1-2-1 appointments service, helping people who are facing barriers including mental health and people with additional support needs to start volunteering.

### Case study - Heart of Salford Awards 2017

The Heart of Salford Awards, our prestigious annual ceremony to celebrate volunteering and voluntary action, took place on Monday 11<sup>th</sup> December 2017.

The awards provide an opportunity to thank the 1,513 voluntary organisations, community groups and social enterprises and their 46,800 volunteers who make such a difference in Salford, 365 days a year.

285 guests attended the awards ceremony at the AJ Bell Stadium to pay tribute to the fantastic achievements of volunteers and voluntary, community and social enterprise organisations in Salford. It was a fabulous celebration and the inspirational stories of our city's unsung heroes set the tone for a truly uplifting afternoon. We were entertained by wonderful performances WAST (Women Asylum Seekers Together) choir and primary school children from the Project Pat choir.

All nominees received a certificate of recognition signed by the Deputy Ceremonial Mayor of Salford and guests heard the stories of the shortlisted nominees before deciding the winner using our electronic voting system. The awards were presented by a variety of Salford civic leaders and by previous award winners.





*Innovative Project award winners Salford Poverty Truth Commission with shortlisted nominees at the Heart of Salford Awards 2017.*



### Developments plans 2018/19:

- To implement the Volunteering Strategy action plan via the Salford Volunteering Strategic Partnership
- To promote and prioritise development of Youth Volunteering and Employer-Supported Volunteering in Salford
- To work with Volunteer Centre Manchester to develop and deliver our new joint project, Skill Givers
- To continue to be part of the steering group developing the City Mayor's new Spirit of Salford awards



*Anne-Marie with Dame Esther Rantzen at the Childline volunteer recognition evening.*

*Volunteers were presented with our 100 and 500 hours volunteering certificates.*

# Grants and Investments

The year 2017/18 has been one of growth for Salford CVS' administered grants. Salford CVS' excellent track record for operating grant schemes has seen the consolidation of the Third Sector Fund health and wellbeing grants with a new three-year funding agreement with NHS Salford CCG.

Expansion of our portfolio of grants has been achieved this year through agreements with Salford City Council and GM City Region. In financial terms this equates to well over £1million of investment in the VCSE sector to improve the lives of Salford residents. Whilst this in itself represents success, the real value and impact is delivered by the multitude of community groups, charities, voluntary organisations and social enterprises who work continuously to make a difference with and for Salford's communities.

## Third Sector Fund

In April 2017 Salford CVS commenced delivery of a £3 million, 3-year NHS Salford CCG funded Third Sector Fund grants programme (2017-2020). This programme builds on the success of the previous 2014-16 grants programme and the recommendations of the independent evaluation report produced by CLES / VSNW on those two years' worth of investments. The aim of this fund is to reach VCSE organisations that, with a small investment, could help address some of the key health priorities in Salford, in line with the Salford Locality Plan.

One of the recommendations of this evaluation report was that Salford CVS invest in additional staffing capacity, particularly in regard to evaluation and impact, which we did during the year 2017/18. Working closely with existing colleagues this additional capacity has enabled Salford CVS to shape an expanded and improved grants and investment programme to address the health and wellbeing needs of Salford residents.



## Healthy Investments, Healthy Returns

During 2017/18 Salford CVS funded a wide range of community groups, charities, voluntary organisations, social enterprises and primary schools via the Third Sector Fund. These grants ranged from a few hundred pounds for community wellbeing projects, up to £50,000 (p.a. for 3 years) for impact-focused partnership projects. Examples include:

### Visit from the Stork – Be Open on Breastfeeding in Salford (BOOBS)

A £15,000 grant enabled development and expansion of existing services for parents and parents-to-be to support them with their breastfeeding journey. It included a campaign to get 100 local venues to sign up and declare themselves as 'breastfeeding friendly' and create a safe, friendly place for mums to meet and feed their baby.



### Mature Movers – dance activities

A £1,000 wellbeing grant has enabled this Little Hulton based group to provide weekly dance and movement classes and social activities for older residents. In addition to reducing social isolation the project helps improve posture, increase strength and co-ordination and reduce the risk of falls.



### Healthy Schools Fund

This fund was awarded to about 40 schools, 3 of which were cluster bids. Examples of supported initiatives include: Forest Schools work (based on the Scandinavian model) delivered by Incredible Education; cardio vascular equipment (bikes and cross trainers) of a child's size for an all-girls Jewish school; and lots of scooters (thank you to St Andrews for helping make the short film [youtube.com/watch?v=HSw5w\\_w79UY](https://www.youtube.com/watch?v=HSw5w_w79UY))



Grants distributed worth



## Ambition for Ageing

As part of Salford's ongoing efforts under the 'Age Friendly City' initiative, Age UK Salford, Inspiring Communities Together and Salford CVS have worked in partnership during the year, with Salford CVS' role to administer 36 investments at grassroots level in the Weaste / Seedley, Broughton and Langworthy areas of Salford. All the investments fund activities to enhance the quality of life of older residents. This work in Salford forms part of Greater Manchester's £10million Ambition for Ageing programme, funded by the Big Lottery.



## Short Break Care for children with disabilities

This year Salford City Council has for the first time invested £90,000 through Salford CVS in grants for organisations delivering sports, arts and IT activities for children with disabilities. In addition to providing stimulating opportunities for children the grants also enable parents to take much-needed short breaks from their caring duties to recharge their batteries. In total 14 projects were supported, many by new VCSE providers, helping to expand the overall offer to families with children with disabilities.



## Hate Crime Awareness Week

In February 2018, we issued grants to 14 VCSE organisations to deliver activities to raise awareness of hate crime, the channels for reporting it, and the support available for those recovering from it. The GM Police funding for this initiative was channelled via Salford City Council for distribution by Salford CVS. Funding went to a wide range of groups who support those from communities often suffering from hate crime incidents. This included refugee, LGBT and disability groups, as well as organisations serving geographic communities throughout Salford.



## Greater Manchester Cancer Champions

During 2017/18 a city-regional consortium headed up by GM Health and Social Care Partnership led a large-scale cancer programme, including the VSNW led initiative to recruit new Cancer Champions ([icangm.co.uk/become-a-cancer-champion/](http://icangm.co.uk/become-a-cancer-champion/)). The role of the champion is to engage in conversations with friends, family, neighbours and colleagues to encourage cancer screening, diet and lifestyle changes to reduce the risk of developing cancer. Salford CVS undertook the co-ordination of grants to organisations from across GM who committed to helping recruit new Cancer Champions. 23 organisations received small grants to deliver events which recruited hundreds of new champions to help raise awareness of the need for action on cancer. This work was funded by NHS England.





### Developments in 2018/19:

Evaluation of the 2017/18 Third Sector Fund - In May of 2018 CLES undertook evaluation visits to a cross-section of Third Sector Fund supported projects, using an established methodology to establish the economy, efficiency, effectiveness and equity of each project, enabling the calculation of a return on investment figure. This generated a whopping ratio of £29.98 of added-value for Salford for every £1 invested. A summary of CLES' evaluation can be viewed here: <http://bit.ly/2POlpcw>. During 2018/19 we will implement recommendations accordingly, including creating a new integrated evaluation framework, which will enable the calculation of 'distance travelled' in terms of health benefits for beneficiaries.

Salford CVS has been commissioned by NHS Salford CCG and Salford City Council to develop a three-year grants programme that supports delivery of the 'Five Year Forward View of Mental Health' in order to help address emotional wellbeing and mental health challenges within the city.

Under the 10GM banner Salford CVS has joined forces with Bolton CVS and VCA Trafford to provide grants to groups and organisations that support those recovering from drug and alcohol addiction. This fund particularly focuses on resourcing those with lived experience. This work has been commissioned by Greater Manchester Mental Health (GMMH) Foundation Trust as part of their 'Achieve' programme. Further details can found online at: [www.recoverybst.co.uk](http://www.recoverybst.co.uk)

Also on the horizon is the 'Grow Well' fund delivered in partnership with RHS Bridgewater. Small grants will be offered to VCSE organisations wanting to undertake green and growing projects throughout the city.

Return on each £1 investment via our  
'Third Sector Fund' grants programme

£29.98

# Wider Partnership Initiatives

## Volunteer Wellbeing Champions

This year we continued to deliver the Volunteer Wellbeing Champions project, as part of the city's Community Assets work strand led by Inspiring Communities Together (ICT). We have worked closely with a range of partners as part of this work, including lead partner ICT, Age UK Salford, Salford Community Leisure and Salford Third Sector Consortium.

Wellbeing conversations provide a consistent but flexible structure for connecting people to local community assets. The flexibility of the model has enabled volunteers to add value across a range of settings and target groups, which demonstrates value for money of the model. The approach enables group-based interventions to be person-centred.



In 2017-18 there were a total of 1,929 volunteering hours recorded - a project record - and by March 2018 we had 170 volunteers involved in supporting initiatives such as Tech and Tea, Postural Stability, Care Homes and Community Outreach.

In January 2018 we held a volunteer recognition event at Worsley Court House and the Ceremonial Mayor attended to present volunteering certificates. All volunteers received a thank you certificate, and in addition 2 volunteers received Volunteer Centre Salford 200 hours of volunteering certificates, 5 received 100 hours certificates and 10 received 50 hours certificates.

At the end of the year ICT and Salford CVS jointly commissioned the Centre for Local Economic Strategies (CLES) to undertake an external evaluation of the programme. This evaluation demonstrated that the financial value (SROI) of this volunteering in 2017-18 had risen to £552,330 (170 volunteers) compared to £298,908 in 2016-17 (92 volunteers).

Impacts recorded from this work included:

- Reduced feelings of social isolation and loneliness
- Enabled volunteers to be active in their local community
- Enabled volunteers to move into employment, including in the health and care sector
- Scam Mail and Step-Up projects both engage people at significant risk of social isolation

## 'Wellbeing Matters' Programme

Wellbeing Matters is a 2-year programme of work funded as part of the Greater Manchester Health and Social Care Partnership's Transformation Fund and forms part of the Population Health Plan for Salford. Delivery will commence in 2018/19.

The programme's overarching aim is to test a system change within Salford through creating a new infrastructure which will effectively link statutory health care to VCSE provision and activities (both commissioned and non-commissioned) in order to improve citizen wellbeing and work towards embedding person and community-centred approaches within the health and social care system.

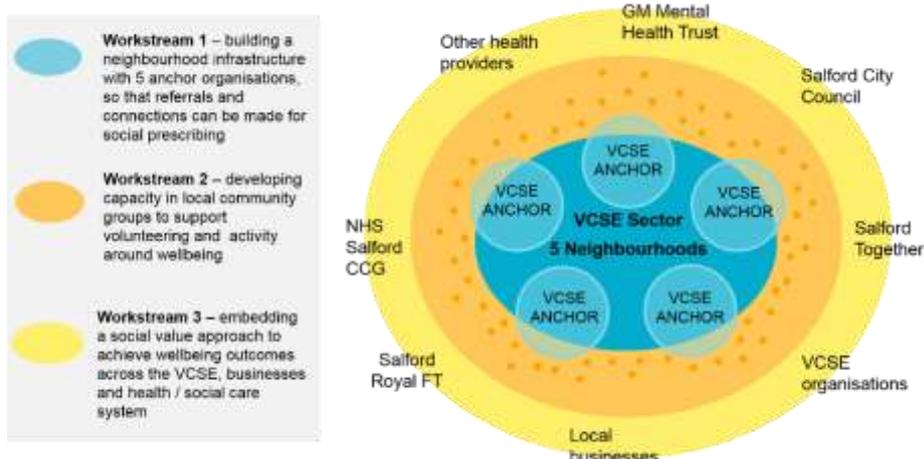
During 2017/18 Salford CVS worked with Inspiring Communities Together and Unlimited Potential to develop a proposition for this piece of work, building upon the ICT-led Community Assets work, the Realising the Value (Nesta) pilots that Unlimited Potential, ICT and Big Life had run, the work of Salford CVS and Volunteer Centre, the 'invest to change' ask of the VOCAL VCSE Leaders Forum and the desire for the Social Value Alliance to progress its newly launched 10% Better campaign. The resulting proposal was called 'Wellbeing Matters'. This proposal was endorsed by the population health working group of the Health and Wellbeing Board, tested by New Economy (GMCA) in terms of its cost-benefit analysis, and submitted to the GM Health and Social Care Partnership as part of Salford's Population Health Transformation Fund bid, as the programme the city wanted to progress under the Person and Community-Centred Approaches strand of work (the others being Start Well, Live Well and Age Well).

In December 2017 we learned that the Salford bid had been successful and so started to plan delivery, which was to commence in 2018/19, with Salford CVS the accountable body and lead partner for the work.

The Wellbeing Matters programme consists of three work-streams, which can be broadly summarised as: social prescribing; volunteering; and social value.

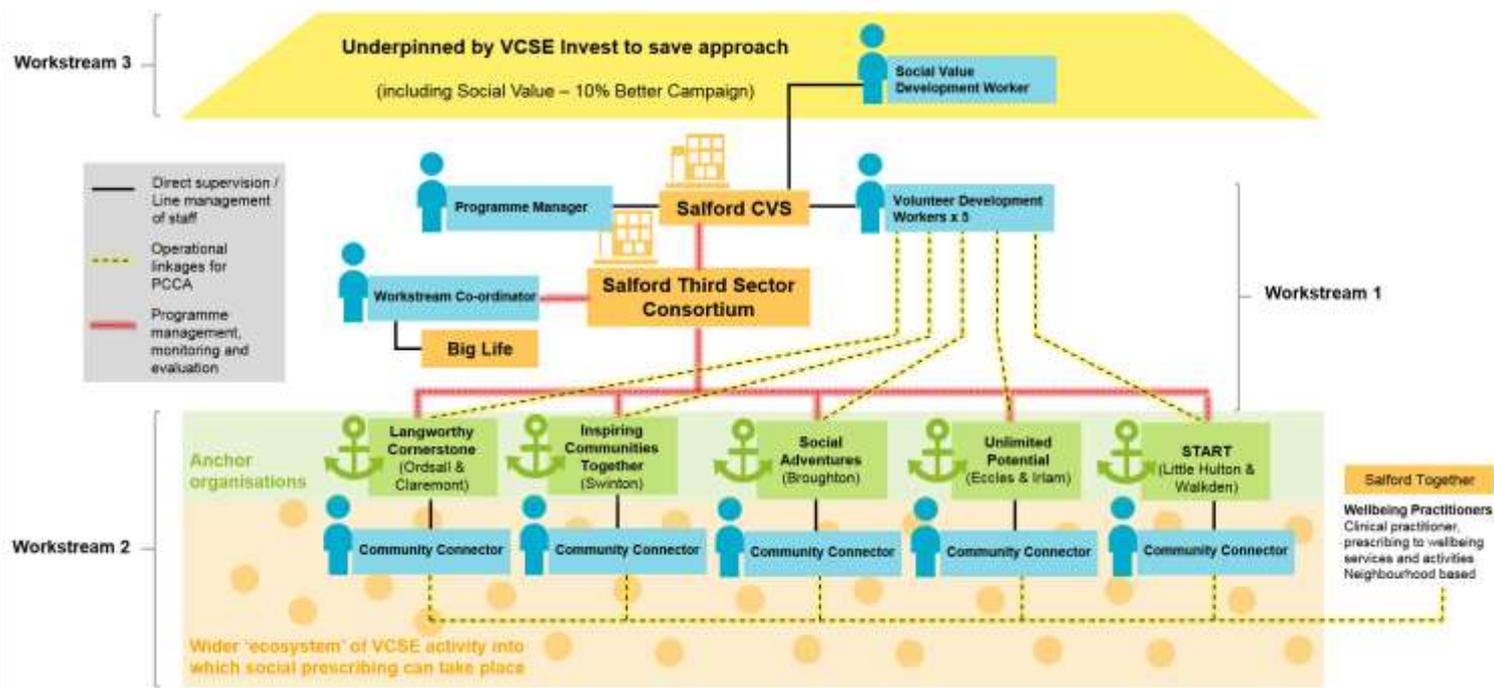
Workstream one will support the VCSE sector to work with the statutory health and care sector to create and test a holistic social prescribing approach that works for everyone. The social prescribing approach will be based on a health neighbourhood footprint, with Wellbeing Matters investing in the pathway so that effective referrals and connections can be made for social prescribing.

A potential shift in demand away from statutory services to wellbeing activities in the VCSE sector will require increased capacity in communities, and therefore the second workstream will focus on investment in volunteering, at both a strategic, city-wide level and on a neighbourhood basis.



The third workstream focuses on embedding a social and added value approach which includes delivery of the Salford 10% Better campaign. This is about acknowledging the current financial climate we are faced with and trying to capitalise and maximise the value achieved from reduced resources, with a particular focus on achieving outcomes which will improve people's health and wellbeing.

In Q4 Salford CVS commenced recruitment of a Programme Manager for Wellbeing Matters and a Social Value Development Worker to deliver the third workstream (social value).



Salford Third Sector Consortium were the named partner in the bid to lead delivery of the second workstream (social prescribing) and in Q4 of 2017/18 they appointed the Big Life Group to host the Social Prescribing Workstream Co-ordinator, alongside 5 VCSE Neighbourhood Anchor organisations: Langworthy Cornerstone (Ordsall & Claremont); Inspiring Communities Together (Swinton); Social adVentures (Broughton); Unlimited Potential (Eccles & Irlam) and Start (Little Hulton & Walkden).

Also in Q4 we agreed that The University of Salford would be our external evaluation partner.

### Development plans in 2018/19:

In April 2018 the new Wellbeing Matters Programme Manager and the Social Value Development Worker will start work. Also, Big Life will recruit the Social Prescribing Workstream Coordinator and the 5 anchor organisations will each recruit a Community Connector to act as a social prescribing link worker for their neighbourhood. They will then be joined by 5 Volunteering Development Workers – two existing from the Volunteer Wellbeing Champions initiative alongside three we are recruiting for Wellbeing Matters – together the 5 Volunteering Development Workers will deliver the two programmes in tandem. Autumn 2018 will then see the Wellbeing Matters programme go 'live' across the city.



## Salford Third Sector Consortium

During 2017/18 Salford CVS continued to provide the Hub function support for Salford Third Sector Consortium, which included organisational management and Board prep, membership support, administration and financial management, reporting monthly to the Consortium's independent Board of Trustees meetings. The Consortium is an independent charitable company. During the year the Consortium continued to grow and mature as an organisation, maintaining a membership of 85 VCSE members from across Salford. These member organisations work in all parts of Salford, operating across a range of thematic areas with a diverse group of users. The purpose of the Consortium is to win contracts for its members that they might not be able to win on their own, thus securing investment to enable local organisations to deliver high quality services to benefit local people.



### VCSE members operating in Salford

In 2017/18 the Consortium successfully delivered the second year of the Tech and Tea project, with ICT remaining the lead partner for this work, working with Corinth Training CIC and MadLab. The project delivered in community venues across the city providing additional value to those neighbourhood assets.

June 2017 also saw the conclusion of the Consortium delivering Community Learning across the city on behalf of Salford City College. This successful three-year contract had been delivered by a number of members, but came to an end due to Skills Funding Agency rule changes.

During 2017/18 the Consortium also successfully delivered two grant-funded programmes of work. Lunch and Learn (funded via a Salford CCG / Salford CVS Little Pot of Health grant), which benefitted 66 local residents and was delivered in partnership with 10 other organisations from both within and outside of the membership and a Membership Support project (funded through Awards for All), which saw 26 member organisations benefit from a range of events and activities and an improved communication offer to all existing members.



Tech and Tea volunteers supporting participants to use tech.

### **Development plans in 2018/19:**

Salford CVS will continue to provide the hub function in 2018/19.

Tech and Tea has continued to be successful and it has been confirmed by commissioners that the contract will be renewed for 2018/19 delivery.

The Consortium is the contracted delivery partner for the social prescribing workstream of the Wellbeing Matters programme (see pages 33-34) and will be delivering this element of the programme in 2018/19 and 2019/20.



## **Little Hulton Big Local**

Salford CVS continued to be the Locally Trusted Organisation (LTO) for Little Hulton Big Local (LHBL) in 2017/18, which includes providing strategic support, employing and managing two dedicated paid staff, financial management, administration services, acting as banker for their Big Local investment and supporting their Partnership Board.



Little Hulton Big Local has a vision “To unite Little Hulton as a community and to enhance local people’s wellbeing” and has access to £1m of Big Local (Big Lottery) funds to invest in order to help achieve its vision.

During 2017/18 key achievements included developing a representative functioning Partnership Board; establishing a thriving Community Hub at the heart of Little Hulton; delivering a successful grants programme to support community groups and new small business enterprises; and setting up Youth Unity task group, who working with partners delivered a youth club at Little Hulton Library on two nights per week.

### **Development plans in 2018/19:**

LHBL Partnership Board have recommissioned Salford CVS to act as their LTO in 2018/19.



# Timeline

1<sup>st</sup> June 2017



## State of the Sector launch

The GM State of the VCSE Sector 2017 report was launched at The Lowry in Salford, to an audience including public and VCSE sector leaders from across Greater Manchester.

1<sup>st</sup> – 7<sup>th</sup> June 2017

## Volunteers' Week

We joined the Eccles Makers Market to celebrate Volunteers' Week with volunteer-involving organisations from across Salford. It was a chance to promote their opportunities and volunteering in Salford.



12<sup>th</sup> June 2017



## Salford VCSE Conference

174 delegates from local VCSE and public sector organisations attended our annual conference. The theme was tackling poverty, highlighting the role of the VCSE sector historically and in the current climate.

11<sup>th</sup> September 2017

## Big Health and Care Conversation

Salford Together is the integrated care organisation for Salford and we worked with them and Healthwatch to organise a VCSE sector engagement event attended by 54 VCSE delegates.



16<sup>th</sup> September 2017



## Salford's Big Day Out

Salford CVS joined in the fun at this annual event, which showcases local projects to Salford residents in an entertaining way. This year we promoted the Volunteer Wellbeing Champions project, attracting people to our stall through the power of dance.

7<sup>th</sup> November 2017

## Signing of GM VCSE Accord

The Accord sets out the framework for the relationship between the Mayor of Greater Manchester, the Combined Authority and the VCSE sector. The official signing by the Mayor took place in front of over 100 VCSE organisations from across Greater Manchester.



10<sup>th</sup> November 2017

## Living Wage Breakfast

Paul Dennett, Mayor of Salford, opened our Living Wage Week event, which was held in partnership with Greater Manchester Living Wage Campaign.



10<sup>th</sup> November 2017

## 10% Better Launch

The launch of the campaign to make things 10% Better in Salford was hosted by Paul Dennett, Mayor of Salford and Alison Page, Chair of Salford Social Value Alliance in the beautiful setting of Ordsall Hall.



21<sup>st</sup> November 2017

## Annual General Meeting

Our 44th AGM saw the return of our 'Pitch in 60 Seconds', with a total of 6 organisations receiving £1,000, thanks to additional funding from NHS Salford CCG!



21<sup>st</sup> November 2017

## Great Big Festive Quiz

Our pre-festive quiz was attended by over 100 fun-loving people *and* was a fundraising success, with £968 raised for Salford 4 Good.



11<sup>th</sup> December 2017

## Heart of Salford Awards

2017 saw our biggest awards ceremony yet, celebrating the difference volunteers and VCSE organisations make in Salford. 285 delegates attended and 12 awards were presented.



15<sup>th</sup> December 2017

## Jon Rouse Visit

VOCAL VCSE Leaders Forum hosted a visit to Salford by Jon Rouse, Chief Officer of GM Health and Social Care Partnership to hear about the health challenges for local people, the role the VCSE sector plays in health and wellbeing and the opportunities for the public sector around commissioning differently.



18<sup>th</sup> January 2018

## Place and Assets Workshop

This VCSE workshop discussed maximising the use of physical assets such as public buildings, parks and open spaces for the benefit of local communities. The event was attended by a wide range of VCSE organisations including green and growing projects, friends of parks, etc.



27<sup>th</sup> March 2018

## Investment Round-table

Salford CVS hosted an investment round-table event with key sector funders (Salford City Council, NHS Salford CCG, The Big Lottery, Children in Need) and VOCAL VCSE Leaders to discuss the development of a VCSE Investment Strategy for Salford.



# Policies

## Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finance of the charity, and are satisfied that systems are in place to mitigate their exposure to major risks.

The charity's organisational Risk Register is reviewed at Board meetings (as per an agreed timetable), with remedial action taken as required.

## Reserves Policy

The Salford CVS reserves policy is to maintain sufficient level of reserves to enable normal activities to continue over a period of up to 6 months should a shortfall in income occur and to take account of potential risks and contingencies that may arise from time to time. The required reserves to achieve this is £371,051.

Excluded from the Reserves Policy are funds associated with:

- Programme-related investments
- Restricted funds

Therefore, in order to demonstrate transparency, accountability and sound financial management the Salford CVS Reserves Policy clearly justifies the amount of reserves kept back each year.

### Steps taken to establish the level of reserve

In order to make a judgment on the amount of reserve the Trustees have considered the risks in respect of expenditure, unrestricted income and where appropriate restricted income and where funds can only be realised by the disposal of a fixed asset. Also taken into consideration are any external identified potential major risks to income and expenditure during the year under consideration.

## Investment Policy

The Board of Trustees have considered the most appropriate policy for investing funds, and has invested £529k in the following fixed term accounts, when the account matures the funds are rolled over provided the trustees consider the interest rate is acceptable: Bath Building Society £87k, Co-operative Bank £86k, Charity Bank £93k, Yorkshire Bank £89k, National Counties Building Society £87k, Cambridge And Counties £87k. The balances of funds are to be held in bank deposit accounts. In addition the funds received from the Pennington bequest, in investments, have been retained in these investments which are managed by Smith & Williamson Fund Administration Limited on behalf of the charity.

## Grants

The company does not make significant grants in its own capacity but acts only in partnership with various local and national government departments to administer the distribution of

grants to other local charities and community organisations, including primary schools. Distributions are made in strict accordance with the criteria set by the original funding body and are included in the provision of services when payable.

The company itself distributes approximately £1,000 annually.

## **Structure, governance and management**

The trustees are responsible for the strategic management and direction of the organisation. The day to day management is delegated to the Chief Executive. Each year the Board meets for two strategy meetings, six business meetings and once for governance training.

Members of the Board of Trustees are elected by the membership at the annual general meeting. Officers of the Board of Trustees are appointed by the Board at the following meeting. Members of the Board serve for a three year term, whilst the officers are appointed annually from the membership of the Board of Trustees. Additional members can be co-opted to the board until the next AGM. Co-opted members can either stand for election at the AGM or be re-appointed at the first meeting of the board after the AGM.

Trustees are inducted by the Chief Executive / Deputy Chief Executive and Chair and are provided with a handbook outlining their responsibilities. Trustees complete an annual skills audit and are given opportunities for training.

The organisation is affiliated to the following organisations that provide advice, guidance and support:

- National Association for Voluntary & Community Action (NAVCA)
- National Council for Voluntary Organisations (NCVO)
- Social Enterprise UK (SEUK)
- Charity Finance Group (CFG)
- Greater Manchester Centre for Voluntary Organisation (GMCVO)

## **Financial Review**

During the year the charity had a deficit of (£58,499) on unrestricted income. This is less than expected as a total of £103,000 had been designated in the 2016/17 audited accounts: State of the VCSE Sector Report 2017 (£39,000), Volunteer Centre Salford (£21,000) and Gaps in Funding (£43,000).

The surplus on restricted funds of £158,665 is mainly due to funding from the NHS Salford CCG Third Sector Fund which is yet to be allocated to VCSE organisations as grants. This surplus will be utilised in future periods.

## Funds held as a custodian

As at 31<sup>st</sup> March 2018 Salford CVS acted as custodian for the following organisations:

Salford Capacity Building	<b>£6,282</b>	Busy Bees	<b>£991</b>
Salford Women's Centre	<b>£314</b>	IWD Celebrations	<b>£380</b>
Asha Group	<b>£720</b>	Joint Veterans Alliance CIC	<b>£1,298</b>
Interfaith Network	<b>£4,819</b>	Little Hulton Youth Unity	<b>£514</b>
Ellesmere Park Tenants	<b>£283</b>	Little Hulton Big Local Craft Group	<b>£241</b>
Somali Group	<b>£1,290</b>	Little Hulton Big Local	<b>£1,944</b>
Proud of Patricroft	<b>£500</b>	Longbow	<b>£1,078</b>
Salford Veterans Breakfast Club	<b>£4,740</b>	Onwards & Upwards	<b>£201</b>
Positive Changes Group	<b>£114</b>	Peel Resource Centre	<b>£568</b>
Age Friendly Cities (ICT)	<b>£29,084</b>	Rialto	<b>£3,359</b>
Broughton Boxing Academy	<b>£500</b>	Roman Revellers Court	<b>£1,694</b>
Lower Kersal Young People's Group	<b>£47</b>	Life Begins at 90	<b>£861</b>
Lawler Residents	<b>£326</b>	Salford Together	<b>£15,000</b>
Salford Being Heard	<b>£2,643</b>	Salford Autism	<b>£571</b>
Teenage Autism Group	<b>£1,500</b>	Weaste Social	<b>£1,786</b>

Funds are held as custodian for organisations who do not have access to bank accounts or wish Salford CVS to act as their banker. The funds were received and placed within the accounts as current liabilities. Details of custodian funds are reported to the Board on a quarterly basis.

# Statement of Trustees Responsibilities

The trustees (who are the directors of Salford Community and Voluntary Services for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are aware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## Auditors

Wyatt, Morris, Golland Ltd, Chartered Accountants, have intimated their willingness to continue in office as auditors to the company and will be proposed for re-appointment.

The above report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the Trustees



Chris Fox (Chair)

Approved by the Trustees: 9<sup>th</sup> October 2018

## Opinion

We have audited the financial statements of Salford Community and Voluntary Services (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with
- the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

## Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Wyatt, Morris, Golland Ltd

Statutory Auditors

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Park House

200 Drake Street

Rochdale

Lancashire

OL16 1PJ



Date: 10<sup>th</sup> October 2018

## Statement of financial activities

	Notes	Unrestricted funds	Restricted funds	Total funds 2018	Total funds 2017
		£	£	£	£
<b>Income and expenditure</b>					
<b>Incoming resources:</b>					
Voluntary income	3	29,281	1,830,171	1,859,452	846,345
Investment Income:					
Bank and building society income		5,308	270	5,578	6,308
Income from charitable activities:					
Charitable trading	4	24,061	3,786	27,847	11,473
Other income	5	61,595	25,110	86,705	94,585
Total income	6	120,245	1,859,337	1,979,582	958,711
<b>Resources expended</b>					
Charitable activities	7-8	(164,785)	(1,714,631)	(1,879,416)	(1,496,996)
Total expenditure		(164,785)	(1,714,631)	(1,879,416)	(1,496,996)
<b>Net incoming / (outgoing) resources before transfers</b>					
		(44,540)	144,706	100,166	(538,285)
Transfers between funds	11	(13,959)	13,959	-	-
Movement in funds		(58,499)	158,665	100,166	(538,285)
<b>Reconciliation of funds</b>					
Fund balance brought forward		524,094	333,882	857,976	1,396,261
<b>Fund balance carried forward</b>		<b>465,595</b>	<b>492,547</b>	<b>958,142</b>	<b>857,976</b>

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

THE NOTES ON PAGES 51 TO 69 FORM PART OF THESE ACCOUNTS.

## Balance sheet

	Notes	£	2018 £	£	2017 £
<b>Fixed Assets</b>					
Tangible assets	13		5,408		6,838
Investments	14		20,915		20,915
			<u>26,323</u>		<u>27,753</u>
<b>Current Assets</b>					
Debtors	15	113,130		163,911	
Cash at bank and in hand		<u>2,038,648</u>		<u>1,962,842</u>	
		2,151,778		2,126,753	
<b>Creditors</b>					
Amounts falling due within one year	16	<u>(1,219,959)</u>		<u>(1,296,530)</u>	
<b>Net current assets</b>			<u>931,819</u>		<u>830,223</u>
<b>Total assets less current liabilities</b>			<u>958,142</u>		<u>857,976</u>
<b>Net assets</b>	17		<u>958,142</u> =====		<u>857,976</u> =====
<b>Funds</b>					
Restricted funds	18		492,547		333,882
Unrestricted funds	19		<u>465,595</u>		<u>524,094</u>
			<u>958,142</u> =====		<u>857,976</u> =====

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company. These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 9<sup>th</sup> October 2018 and were signed on its behalf by:



Chris Fox - Trustee



John Phillips - Trustee

THE NOTES ON PAGES 51 TO 69 FORM PART OF THESE ACCOUNTS.

# Cash Flow Statement

	Notes	2018 £	2017 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	72,394	583,914
Net cash provided by (used in) operating activities		72,394	583,914
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		(2,166)	-
Purchase of investments		-	(7,000)
Interest received		5,578	6,308
Net cash provided by (used in) investing activities		3,412	(692)
Change in cash and cash equivalents in the reporting period		75,806	583,222
Cash and cash equivalents at the beginning of the reporting period		1,962,842	1,379,620
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>2,038,648</b> =====	<b>1,962,842</b> =====

## Note 1 - Reconciliation of net income (expenditure) to net cash flow from operating activities

	2018 £	2017 £
Net (expenditure) / income for the reporting period (as per the statement of financial activities)	100,166	(538,285)
Depreciation charges	3,596	4,643
Interest received	(5,578)	(6,308)
Decrease/(increase) in debtors	50,781	(51,467)
Increase/(decrease) in creditors	(76,571)	1,175,331
Net cash provided by (used in) operating activities	72,394	583,914

# Notes forming part of the financial statements

## 1. Accounting policies

### Basis of preparation and assessment of going concern

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

### Critical accounting judgements and key sources of estimation uncertainty

In the application of the Company's accounting policies, management is required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Management does not consider that there are any key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

### Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

#### a) Donations and grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

#### **b) Legacies and interest receivable**

These are included when receivable by the charity.

### **Resources expended**

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of any V.A.T. which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs which are attributable to more than one activity are apportioned across cost categories on the basis of the directors' best estimate.

The company does not make significant grants in its own capacity but acts only in partnership with various local and national government departments to administer the distribution of grants to other local charities and community organisations. Distributions are made in strict accordance with the criteria set by the original funding body and are included in the charitable activities when payable.

### **Fund accounting**

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Separate asset accounts are not maintained for each fund if a better return can be obtained by consolidating the assets. However, they should always be readily accessible, dependent on the fund involved.

## **Tangible fixed assets**

Assets acquired by means of restricted capital grants for time limited projects are depreciated over the life of the project.

Depreciation is provided on other fixed assets at the following annual rates in order to write off each asset over its estimated useful life:

Computer equipment - 33 1/3% on cost

Office equipment - 20% on net book value and 33 1/3% on cost

Fixtures and fittings - 20% on net book value and 33 1/3% on cost

## **Investments**

Investments are valued at fair value. Where investments relate to publicly traded investments they are valued by the broker at mid-market price. The trustees consider this to be a reasonable approximation to bid price.

## **Taxation**

The company is a registered charity and as such is entitled to the exemption from tax to the extent that the income received falls within section 505 I.C.T.A. 1988 and section 256 C.G.T.A. 1992 and is applied to charitable purposes only.

## **Pensions**

Contributions in respect of the company's defined contribution pension scheme are charged to the income and expenditure account for the year in which they are payable to the scheme.

## **2. Net income for the year**

The net income for the year is stated after charging:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration (see note 9)	7,694	7,100
Depreciation	3,596	4,643
	<b>11,290</b>	<b>11,743</b>
	=====	=====

### 3. Voluntary income

	Revenue Grants	Total 2018	Total 2017
	£	£	£
<b>Unrestricted</b>			
<b>Grants receivable / contracts</b>			
Unrestricted grants / contracts:			
GMCVO - 'Taking charge' GM Health and Social Care Engagement	-	-	1,230
Salford Third Sector Consortium	24,281	24,281	49,996
NHS Clinical Commissioning Group	-	-	52,678
NHS Clinical Commissioning Group (AGM Pitch Event)	5,000	5,000	-
<b>Total unrestricted voluntary income</b>	<b>29,281</b>	<b>29,281</b>	<b>103,904</b>
<b>Restricted</b>			
Age UK Salford - Ambition for Ageing Investments Programme	86,497	86,497	26,000
Big Lottery - Big Local Trust (Little Hulton Big Local)	232,003	232,003	125,081
The Booth Charities - Heart of Salford Awards grant	2,000	2,000	-
Salford City Council – Children, Young People & Families	31,706	31,706	31,706
Salford City Council - Health and Social Care	39,810	39,810	39,811
Salford City Council - Strategic Development	85,000	85,000	85,000
Salford City Council - Infrastructure, Training and Development	80,737	80,737	80,737
Salford City Council - Volunteer Centre	28,315	28,315	30,314
Salford City Council - 0-25 Research and Development	-	-	65,000
Salford City Council - Short Break Care grants	60,000	60,000	30,000
Salford City Council - 0-25 VCSE Development Worker	6,000	6,000	-
Salford City Council - Hate Crime grants	9,251	9,251	8,042
NHS Salford CCG - Third Sector Fund grants programme	1,000,000	1,000,000	-
NHS Salford CCG - Little Pot of Health Innovation fund	-	-	100,000
NHS Salford CCG - Volunteering in Care Homes (Salford Together)	-	-	30,000

(Continued)

### 3. Voluntary income (continued)

	Revenue Grants	Total 2018	Total 2017
	£	£	£
NHS Salford CCG - Volunteering and Older People (Salford Together)	-	-	60,000
NHS Salford CCG - PCCA Wellbeing Matters Programme	2,852	2,852	-
NHS Salford CCG – Wellbeing Champions Programme (Salford Together)	120,000	120,000	-
NHS England - Cancer Champions social movement	45,000	45,000	-
Salford 4 Good	-	-	2,872
Salford Health Matters - Health to Wellbeing Network project	-	-	27,878
Salix Homes - grant towards Heart of Salford awards	1,000	1,000	-
<b>Total restricted voluntary income</b>	<b>1,830,171</b>	<b>1,830,171</b>	<b>742,441</b>
<b>Total voluntary income</b>	<b>1,859,452</b>	<b>1,859,452</b>	<b>846,345</b>

### 4. Charitable trading income

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Training fees	3,900	-	3,900	3,280
Payroll service	4,145	-	4,145	2,947
Other	16,016	-	16,016	5,246
Returned grants	-	3,786	3,786	-
	<b>24,061</b>	<b>3,786</b>	<b>27,847</b>	<b>11,473</b>

Returned grants income - £2,865 (Third Sector Fund), £546 (Short Break Care grants), £274 (Hate Crime grants) have been reallocated to future grant rounds. £101 (LPOH Innovation Fund) was returned to the funder during the period.

### 5. Other income

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Mailing, photocopying and other sales	27,240	25,110	52,350	58,975
DBS Checks	34,355	-	34,355	35,610
	<b>61,595</b>	<b>25,110</b>	<b>86,705</b>	<b>94,885</b>

**Other income (continued)**

The associated direct costs of DBS checks amounted to £17,366 (2017 - £17,959) which is included in note 7 under Beneficiary Support Costs.

**6. Total incoming resources**

	<u>2018</u>	<u>2017</u>
	£	£
Unrestricted	120,245	204,466
Restricted	1,859,337	754,245
	<b>1,979,582</b>	<b>958,711</b>
	=====	=====

**7. Charitable activities**

	<u>Staff costs</u>	<u>Depreciation</u>	<u>Other Costs</u>	<u>Total 2018</u>	<u>Total 2017</u>
	£	£	£	£	£
Information, advice and support	642,307	3,596	405,378	1,051,281	804,143
Grants distributed	-	-	828,135	828,135	692,853
	<b>642,307</b>	<b>3,596</b>	<b>1,233,513</b>	<b>1,879,416</b>	<b>1,496,996</b>
	=====	=====	=====	=====	=====

**Other costs comprise:**

	<u>2018</u>	<u>2017</u>
	£	£
Grants distributed (see note 8)	828,135	692,853
Consultancy fees	43,968	59,466
Premises and equipment	53,333	56,323
Website costs	8,796	8,513
Communications, marketing and promotion	10,950	9,276
Beneficiary support, meetings and events	160,063	74,849
Staff recruitment, training and travel	26,866	22,773
Subscriptions and affiliations	5,464	3,187
Insurances	3,927	4,457
Miscellaneous	1,194	1,643
Legal fees	-	3,494
Support costs (see note 9)	10,136	8,806
Refunded grant income	80,681	-
	<b>1,233,513</b>	<b>945,640</b>
	=====	=====

**Grants distributed**

All the grants were paid to not for profit institutions or Community Interest organisations in the Salford area and all were paid on behalf of the funder, who had requested the charity administer the funds for distribution. The charity retains a proportion of funds for management and administration costs.

### Grants distributed (continued)

The payment of grants is within the objects of the charity. Refunded grant income relates to unspent funds returned to NHS Salford CCG Innovation Fund (£21,400) and Big Lottery (£59,281) relating to Little Hulton Big Local.

## 8. Grants distributed

	2018	2017
	£	£
<b>NHS Salford CCG Third Sector Fund</b>		
Little Pot of Health Partnership and Improvement Fund	-	318,332
Healthy Schools Innovation Fund	-	117,372
Healthy Schools Universal Fund	145,045	88,124
Volunteers' Expenses Fund	15,733	4,800
Little Pot of Health Wellbeing Fund	49,527	36,715
Little Pot of Health Impact Fund	205,466	-
Little Pot of Health Impact Partnership Fund	122,870	-
Healthy Schools Partnership Fund	69,322	-
	<u>607,963</u>	<u>565,343</u>
<b>Salford CCG Innovation Fund</b>		
Health and Wellbeing Innovation Fund	-	1,862
Little Pot of Health Innovation Fund	16,480	120,831
	<u>16,480</u>	<u>122,693</u>
<b>Other</b>		
Salford CVS "Pitch in 60 Second" AGM event	1,000	1,000
Short Break Care grants	62,128	-
Salford 4 Good	655	5,186
Hate Crime Grants	8,410	7,292
NHS Salford CCG "Pitch in 60 Second" AGM event	5,000	-
Ambition for Ageing investments	87,809	-
GM Cancer Champions grants	10,550	-
Little Hulton Big Local grants and investments	28,140	-
	<u>203,692</u>	<u>13,478</u>
Restricted fund	-	6,440
<b>Prior years grants not taken up</b>	-	(15,101)
<b>Total grants</b>	<u><b>828,135</b></u>	<u><b>692,853</b></u>

## Grants Analysis 2017/18

### Third Sector Fund

- **Healthy Schools Universal Fund** - 29 grants with minimum recipient £1,660 and maximum recipient £5,000, total £145,045.
- **Volunteers' Expenses Fund** - 27 grants with minimum recipient £246 and maximum recipient £750, total £15,733.
- **Little Pot of Health Wellbeing Fund** - 54 grants with minimum recipient £450 and maximum recipient £1,000, total £49,527.

- **Little Pot of Health Impact Fund** - 14 grants with minimum recipient £12,120 and maximum recipient £15,000 total £205,466.
- **Little Pot of Health Impact Partnership Fund** - 3 grants with minimum recipient £26,250 and maximum recipient £48,702, total £122,870.
- **Healthy Schools Partnership Fund** - 5 grants with minimum recipient £10,230 and maximum recipient £15,000, total £69,322.

### **Innovation Fund**

- **Little Pot of Health Innovation Fund** - 1 grant total £16,480.

**Salford CVS (Pitch in 60 Seconds at 2017 AGM)** - 1 grant of £1,000

**NHS Salford CCG (Pitch in 60 Seconds at 2017 AGM)** - 5 grants of £1,000

**Short Break Care** - 14 grants with minimum recipient £378 and maximum recipient £5,000, total £62,128.

**Salford 4 Good** - 1 grant total £655.

**Hate Crime** - 14 grants with minimum recipient £250 and maximum recipient £1,000, total £8,410.

**Ambition for Ageing** - 44 grants minimum £130, maximum £9,800, total £87,809.

**GM Cancer Champions** - 33 grants minimum £250, maximum £2,000, total £10,550.

**Little Hulton Big Local** - 53 grants minimum £42, maximum £5,000, total £28,140.

## **9. Support costs**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Accountancy	4,094	3,600
Audit	3,600	3,500
Bank charges	942	733
AGM expenses	1,500	973
	<b>10,136</b>	<b>8,806</b>
	=====	=====

## **10. Staff costs**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Staff costs comprise:</b>		
Salaries (including redundancies)	557,147	478,070
Social security	47,954	42,927
Pension contributions	37,206	25,716
	<b>642,307</b>	<b>546,713</b>
	=====	=====

**Staff costs (continued)**

None of the trustees received any remuneration from the charity. One of the trustees was reimbursed a total of £67 travel expenses (2017 one trustee - £97).

Three key personnel received total emoluments of £127,313. No employee earned £60,000 per annum or more.

The average number of employees in the year calculated on a full time equivalent basis was 18.57 (2017 – 18.39).

**11. Transfers between funds**

Some transfers between restricted funds have been made where one fund has ended and other similar projects have been undertaken. These transfers are within the scope of the restricted terms of the fund.

Certain transfers have been made from unrestricted funds where projects have had an excess of expenditure over income.

See note 18 for further details.

**12. Comparatives for the statement of financial activities**

	Unrestricted funds	Restricted funds	Total funds 2017
	£	£	£
<b>Incomes and expenditure</b>			
<b>Incoming resources:</b>			
Voluntary income	103,904	742,441	846,345
Investment income:			
Bank and building society income	5,904	404	6,308
Income from charitable activities:			
Charitable trading	10,923	550	11,473
Other income	83,735	10,850	94,585
Total income	204,466	754,245	958,711
<b>Resources expended:</b>			
Charitable activities	169,172	1,327,824	1,496,996
Total expenditure	169,172	1,327,824	1,496,996
<b>Net incoming / (outgoing) resources before transfers</b>			
	35,294	(573,579)	(538,285)
Transfers between funds	(7,704)	7,704	-
Movement in funds	27,590	(565,875)	(538,285)
Fund balance brought forward	496,504	899,757	1,396,261
<b>Fund balance carried forward</b>	<b>524,094</b>	<b>333,882</b>	<b>857,976</b>

### 13. Tangible fixed assets

	Computers and other equipment	Fixtures and fittings	Total
	£	£	£
<b>Cost</b>			
At 1 April 2017	18,930	15,641	34,571
Additions	2,166	-	2,166
<b>At 31 March 2018</b>	<b>21,096</b>	<b>15,641</b>	<b>36,737</b>
<b>Accumulated depreciation</b>			
At 1 April 2017	12,650	15,083	27,733
Charge for the year	3,484	112	3,596
<b>At 31 March 2018</b>	<b>16,134</b>	<b>15,195</b>	<b>31,329</b>
<b>Net book values</b>			
<b>At 31 March 2018</b>	<b>4,962</b>	<b>446</b>	<b>5,408</b>
<b>As at 31 March 2017</b>	<b>6,280</b>	<b>558</b>	<b>6,838</b>

### 14. Investments

	2018	2017
	£	£
Brown Shipley Stirling Bond Inc Fund	13,915	13,915
Salford Credit Union – Programme related investment	7,000	7,000
	<b>20,915</b>	<b>20,915</b>

#### Brown Shipley Sterling Bond Inc Fund

Investments were transferred to Salford Community and Voluntary Services in April 2015 as part of the transfer of the Pennington Bequest and are included at the transfer value. The fair value at 31 March 2018 was £13,411. The trustees did not consider the difference sufficiently material to alter the carrying value in the accounts.

#### Salford Credit Union Investment – Programme related investment

Salford CVS made this investment as a result of the Pennington Bequest, a bequest held since 1974. This bequest came from an ex-resident of Salford who emigrated to Australia, leaving approx. £12,000 to provide an ongoing income for our organisation. The terms of the bequest stated that the money be used for charitable purposes for the benefit of Salford people who are in need.

In 2015 an investment fund for the Pennington Bequest was closed and the proportion relating to Salford CVS, £53,115, was transferred to the direct control of Salford CVS

In 2016 Salford CVS' Board of Trustees agreed to invest funds into a programme that would provide long-term benefit to the people of Salford and therefore saw the 'programme related investment' of £7,000 into Salford Credit Union as an ideal opportunity.

## 15. Debtors

	<u>2018</u>	<u>2017</u>
	£	£
Other debtors	97,772	146,259
Prepayments and accrued income	15,358	17,652
	<b>113,130</b>	<b>163,911</b>
	=====	=====

Included in other debtors is £3,000 not due for payment until after March 2019.

## 16. Creditors – amounts falling due within one year

	<u>2018</u>	<u>2017</u>
	£	£
Funds held as custodian trustee	83,650	62,330
Accruals and deferred income	1,136,309	1,234,200
	<b>1,219,959</b>	<b>1,296,530</b>
	=====	=====

At 31 March 2018, Salford CVS held funds as custodian trustee on behalf of 30 voluntary / not for profit organisations based in Salford (2017-19 organisations). Details are given in the trustees report.

Included in deferred income are grants totalling £1,067,500 relating to the 2018/19 year.

(In 2016/17 it was £1,060,000 which was released in the current year).

## 17. Analysis of net assets between funds

	<u>Tangible fixed assets</u>	<u>Investments</u>	<u>Net current assets</u>	<u>Total</u>
	£	£	£	£
<b>Restricted funds:</b>				
Income funds	-	-	492,547	492,547
Capital funds	-	-	-	-
	-	-	492,547	492,547
<b>Unrestricted funds</b>	<b>5,408</b>	<b>20,915</b>	<b>439,272</b>	<b>465,595</b>
	<b>5,408</b>	<b>20,915</b>	<b>931,819</b>	<b>958,142</b>
	=====	=====	=====	=====

## 18. Restricted funds

	Balance brought forward	- Movement in Year -		Transfers between funds received/ (paid)	Balance carried forward
	£	£	£	£	£
<b>Income funds</b>					
Age UK Salford – Ambition for Ageing Investments Programme	15,500	86,497	(99,329)	-	2,668
Big Lottery – Big Local Trust (Little Hulton Big Local)	53,605	232,003	(232,869)	-	52,739
The Booth Charities – Heart of Salford Awards grant	-	2,000	(2,000)	-	-
NW Social Value Foundation – Social Value Capacity Building	3,106	-	(3,106)	-	-
Salford City Council – Employee Secondment costs	-	23,000	(4,204)	-	18,796
Salford City Council – Social Value	5,134	-	(2,618)	-	2,516
Salford City Council – Children, Young People and Families	-	31,706	(31,706)	-	-
Salford City Council – Health and Social Care	-	39,810	(39,810)	-	-
Salford City Council – Strategic Development	-	85,000	(85,000)	-	-
Salford City Council – Infrastructure, Training and Development	-	80,737	(80,737)	-	-
Salford City Council – Volunteer Centre	-	28,315	(42,274)	13,959	-
Salford City Council – Short Break Care grants	26,000	60,546	(67,128)	-	19,418
Salford City Council – 0-25 VCSE Development Worker	-	6,000	(6,000)	-	-
Salford City Council – Hate Crime Grants	-	9,524	(9,351)	-	173
NHS Salford CCG – Dementia App	-	-	(3,000)	16,636	13,636
NHS Salford CCG – Third Sector Fund grants programme	86,060	1,002,866	(832,468)	-	256,458
NHS Salford CCG – Little Pot of Health Innovation Fund	54,553	101	(38,018)	(16,636)	-
NHS Salford CCG – Volunteering and Older People (Salford Together)	6,301	-	-	(6,301)	-

(Continued)

## 18. Restricted funds (continued)

	Balance brought forward	- Movement in Year -		Transfers between funds received/ (paid)	Balance carried forward
	£	Incoming	Outgoing	£	£
NHS Salford CCG – Volunteering in Care Homes (Salford Together)	14,365	-	-	(14,365)	-
NHS Salford CCG – PCCA 'Wellbeing Matters' Programme	-	2,852	(2,852)	-	-
NHS Salford CCG – Wellbeing Champions Programme (Salford Together)	56,786	120,000	(109,810)	20,666	87,642
NHS England – Cancer Champions social movement	-	45,000	(20,300)	-	24,700
Salford 4 Good (fundraising income)	4,958	2,110	(1,051)	-	6,017
Salford 4 Good (flood monies)	6,807	-	-	-	6,807
Salix Homes – Heart of Salford Awards grant	-	1,000	(1,000)	-	-
Volunteers' Expenses Fund	707	270	-	-	977
<b>Total restricted funds</b>	<b>333,882</b>	<b>1,859,337</b>	<b>(1,714,631)</b>	<b>13,959</b>	<b>492,547</b>

### Details of restricted funds

Ambition for Ageing Investments programme	Age UK Salford	Salford CVS continue to work in partnership with Age UK Salford (lead partner) and Inspiring Communities Together to deliver a programme of work to enable older people's voices to be influential and ensure communities continue to become more age friendly. Salford CVS's role is to administer an investment programme which puts older people at the heart of designing the places they want to live in order to improve their wellbeing and environment. This funding comes from the GM Ambition for Ageing programme, administered by GMCVO and funded by The Big Lottery.
Little Hulton Big Local	Big Lottery - Big Local Trust	Salford CVS is acting as the Local Trusted Organisation (LTO) for Little Hulton Big Local (LHBL), providing financial management, coordination and project management support to ensure the effective implementation of the Big Local Plan objectives. This includes employing LHBL's two paid staff.
Heart of Salford Awards	The Booth Charities	A grant to contribute to the cost of running the 2017 Heart of Salford awards, an annual recognition event for volunteering and voluntary action in Salford.

**SALFORD COMMUNITY AND VOLUNTARY SERVICES – NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018**

Social Value Capacity Building	NW Social Value Foundation	To provide intensive support to VCSE organisations in Salford in respect of monitoring, evaluation and social accounting, so that organisations can tell their stories robustly.
Employee secondment costs	Salford City Council	In September 2017 Salford CVS entered into a secondment agreement with Salford City Council to second a council worker into the Salford CVS team for a period of three years to undertake a role as Strategy and Policy Lead. This work involves leading on a range of partnership initiatives, including delivery of specific recommendations contained in the Third Sector Fund Evaluation Report 2016/17 – e.g. the development of a VCSE Strategy for Salford. As part of this agreement Salford City Council agreed to make a small contribution towards the cost of this work. The substantive cost of this post is funded by NHS Salford CCG.
Social Value	Salford City Council	Salford CVS supported the cross-partnership Social Value programme in Salford by facilitating and administrating the Salford Social Value Alliance. This included organising, administering and chairing core group and large alliance meetings; designing and delivering training workshops for VCSE organisations in Salford; designing, hosting and populating the Salford Social Value website - <a href="http://www.salfordsocialvalue.org.uk">www.salfordsocialvalue.org.uk</a> ; Developing social value resources, including the Salford Social Value Toolkit; promoting good practice and acting as champion for Social Value across the City on behalf of the Salford Social Value Alliance - including encouraging public, private and VCSE sector organisations to make a Salford Social Value Pledge.
Children, Young People and Families	Salford City Council	Funded by Salford City Council, this CYPF work brings together voluntary and community organisations working with children, young people and families in Salford. It provides broad ranging representation of the interests and views of members to the Salford Children and Young People’s Partnership (Children’s Trust). Activities are outlined in a business plan, which includes contributions to commissioning, workforce development, communication and the overall partnership arrangements.
Health & Social Care	Salford City Council	Funded jointly by Salford City Council and NHS Salford CCG to improve the capacity for clear and representative Voluntary, Community and Social Enterprise (VCSE) Sector involvement in the decision-making structures within the city around Health and Social Care. This also includes developing workstreams around key themes such as mental health, carers, dementia, personalisation.

**SALFORD COMMUNITY AND VOLUNTARY SERVICES – NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Development	Salford City Council	<p>Funded by Salford City Council to support the VCSE sector to be engaged and involved in all aspects of strategic city partnership work, ensuring they understand, actively contribute to and influence key partnership areas of work. Includes organising and facilitating sector representation on all key partnership boards in the city.</p> <p>Also supporting and enabling the VCSE sector to operate robustly within the Salford social, economic and political environment. Involves operating a robust programme for voice and influence, including organising various themed forums and strategic workshops on a regular basis and an annual VCSE conference.</p>
Infrastructure, Training and Development (incl. 1-2-1 and group support)	Salford City Council	<p>Funded by Salford City Council to develop and improve the VCSE sector in Salford by providing training sessions; information, advice and guidance; and 1-2-1 group support. This includes topic areas such as legal structures, business planning, governance, fundraising, funding bids, social investment, tendering, social value and demonstrating impact, equalities, marketing, and much more.</p>
Salford Volunteer Centre	Salford City Council	<p>Part-funded by Salford City Council to support volunteering development, good practice and brokerage services in Salford – by the city’s only accredited Volunteer Centre. This includes operating a bespoke volunteering portal for the city and organising the prestigious annual Heart of Salford volunteering awards.</p> <p>Also funded by Salford CVS reserves and income generation activities (£13,959)</p>
Short Break Care Grants	Salford City Council	<p>Salford CVS administer these grants on behalf of Salford City Council. The aim of the fund is to promote innovation and development in the provision of group-based short break care for children with disabilities in Salford.</p>
VCSE 0-25 Development Worker Hrs	Salford City Council	<p>This is a small contribution from Salford City Council towards 0-25 / Healthy Schools Development Worker post. This worker delivers the recommendations of the 0-25 R&amp;D research evaluation findings, alongside supporting the Healthy Schools Initiative.</p>
‘The Salford Way’ Dementia App	NHS Salford CCG	<p>To continue to develop an application for mobile (smart) phones to enable people experiencing the onset of or living with dementia, their carers’, family and friends to access an easy to use smartphone app where they can find out about local Salford services that are dementia friendly (e.g. shops, taxi firms, dentists, chiropodists, hairdressers, etc.) at the touch of a button.</p>

**SALFORD COMMUNITY AND VOLUNTARY SERVICES – NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018**

Third Sector Fund grants programme	NHS Salford CCG	Salford CVS design, manage and administer this large grants fund on behalf of NHS Salford CCG. The aim of the fund is to invest in VCSE organisations and primary schools in Salford in order to help improve the health and wellbeing of Salford residents.
LPOH Innovation Fund (grants distribution)	NHS Salford CCG	This was a fund supported by NHS Salford CCG to invest in innovative solutions to health and wellbeing challenges in Salford.
Volunteering and Older People project	NHS Salford CCG (Salford Together)	To coordinate a ‘volunteering and older people’ project as part of the community assets work stream of Salford Together. The balance of these funds was transferred to the ‘Salford Together’ project (below) which is delivering activity with similar aims (£6,301).
Volunteering in Care Homes Project	NHS Salford CCG (Salford Together)	The Salford Together ‘volunteering in care homes’ project aimed to develop volunteering opportunities in Salford care homes. The balance of these funds was transferred to the ‘Salford Together’ project (below) which is delivering activity with similar aims (£14,365).
Volunteer Wellbeing Champions programme	NHS Salford CCG (Salford Together)	The Volunteer Wellbeing Champions Programme is delivered by Salford CVS as part of the Community Assets workstream of Salford Together, led by Inspiring Communities Together. This workstream combines the two projects listed above.
PCCA ‘Wellbeing Matters’ programme	NHS Salford CCG (Salford Together)	<p>This is a new, VCSE-led programme of work, which commenced in April 2018. The programme is designed to take Person and Community-Centred Approaches (PCCA) to health and wellbeing, and is funded through the Greater Manchester Health and Social Care Partnership’s Transformation Fund (TF), with the intention of helping transform how we deliver population health benefits in Salford. Wellbeing Matters is part of a wider TF funded approach to population health in Salford, headed up by Salford Council’s public health team and NHS Salford CCG.</p> <p>Salford CVS are the accountable body and lead partner for the Wellbeing Matters programme, which incorporates three interdependent workstreams around social prescribing, volunteering and social value.</p>

**SALFORD COMMUNITY AND VOLUNTARY SERVICES – NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018**

Cancer Champions social movement	NHS England	<p>Cancer Champions is a movement aiming to bring 20,000 local people and organisations together to help prevent cancer across Greater Manchester and also to support people who have been diagnosed.</p> <p><a href="http://www.gmhsc.org.uk/greatermanchestercancerchampions/">www.gmhsc.org.uk/greatermanchestercancerchampions/</a></p> <p>Voluntary Sector North West are the lead delivery partner for this work, with Salford CVS commissioned to manage a small grants programme, the purpose of which is to enable voluntary and community organisations across Greater Manchester to organise ‘Cancer Champions’ recruitment and awareness events.</p>
Salford4Good	Income Generation (fundraising)	<p>Salford 4 Good is a partnership between 5 Salford community based organisations who have combined their expertise to make it easier for individuals and businesses to give time, skills, money and resources to local good causes. Salford CVS is the accountable body. More information can be found at <a href="http://www.salford4good.org">www.salford4good.org</a></p>
Salford4Good Flood Monies	Fundraising / Department for Communities and Local Government	<p>Grant income from Department for Communities and Local Government (DCLG) and fundraised income restricted to expenditure on flood relief activities following the floods in Broughton in 2015.</p>
Heart of Salford Awards	Salix Homes	<p>A grant to contribute to the cost of running the 2017 Heart of Salford awards, an annual recognition event for volunteering and voluntary action in Salford.</p>
Volunteers’ Expenses Fund		<p>Restricted investment income from the Pennington Bequest.</p>

## 19. Unrestricted funds

	Balance brought forward	- Movement in Year -		Transfers between funds			Balance carried forward
		In	Out	Restricted funds	Utilised or released in year	Provided in year	
	£	£	£	£	£	£	£
General reserve	296,112	120,245	(126,276)	(13,959)	59,309	(75,557)	259,874
<b>Designated</b>							
Redundancy reserve	112,982	-	-	-	-	17,328	130,310
Development of the CVS Hub	12,000	-	-	-	(12,000)	-	-
Volunteer Centre Salford	21,000	-	-	-	(13,959)	11,459	18,500
Gaps in funding	43,000	-	-	-	(32,859)	-	10,141
Research & Development	-	-	-	-	-	46,770	46,770
State of the VCSE Sector Report 2017	39,000	-	(38,509)	-	(491)	-	-
	<b>524,094</b>	<b>120,245</b>	<b>(164,785)</b>	<b>(13,959)</b>	<b>-</b>	<b>-</b>	<b>465,595</b>

### Designated Funds

The trustees agreed that provision should be made to earmark part of general funds to specific projects or reserves.

Redundancy Reserve – to provide for the cost of redundancy should the organisation have to close in the year.

Development of the CVS Hub – to provide office accommodation and back office services for Salford VCSE organisations.

Volunteer Centre Salford – to support the unfunded delivery of services in the Volunteer Centre.

Research and Development – to support costs of internal capacity building and independent research and development as required by the organisation.

Gaps in Funding – to provide funding to projects during gaps in funding and any additional needs identified during projects.

State of the VCSE Sector Report 2017 – to provide for the cost of the State of the Sector Survey for which income was received in 2016/17.

## **20. Contingent liabilities**

There were no contingent liabilities of a material amount for which provision has not been made in the accounts.

## **21. Commitments**

### **Capital commitments**

There were no capital commitments at 31 March 2018 (2017 - £Nil).

### **Operating Lease Commitment**

At 31 March 2018 the charity had an operating lease commitment in respect of plant and machinery of £2,592 which expire within 2-5 years. It also had an annual lease for property rental of £9,200 p.a. plus service charge of £4,800.

### **Pension commitments**

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £37,206 (2017 - £25,716). The amount due to the pension fund at the year-end was £nil (2017 - £nil).

## **22. Related-party transactions**

Salford Community and Voluntary Services provide management services to Salford Third Sector Consortium on behalf of the trustees of that organisation.

During the year, Salford Community and Voluntary Services re-charged Salford Third Sector Consortium £5,560 for providing staffing support to deliver their Big Lottery Awards for All grant. This amount was included within Other Income (see Note 5).

All the above transactions took place on an arms-length basis.

# Thank you to our funders:



# Our Quality Marks:



# Campaigns we support:



# We are members of:



# Thank you to:

## Our staff

Alison Page – Chief Executive  
Kirsten Blackwood – Deputy Chief Executive (Finance and Resources)  
Louise Murray – Deputy Chief Executive (Projects and Partnerships)  
Anne-Marie Marshall – Services Manager  
Jeremy Engineer – Development Worker  
Lesmond Taylor – Development Worker  
Stephen Westhead – Development Worker  
Claire Roberts – Volunteering Development Worker  
Jessica Bull – Volunteering Development Worker  
Michael Carroll – Volunteering Development Worker  
Gill Bruder – Office Manager and PA to the Chief Executive  
Ashley Chapman – Administrator  
Becky Roberts – Communications and Information Worker  
Cathrine Lee – Grants Administrator  
Samantha Hill – Finance Assistant  
Simon Robinson – Grants Manager  
Lorraine Questel – Impact and Evaluation Worker  
Lucy Sutcliffe – Healthy Schools and VCSE Development Worker  
Marie Wilson – Consortia and Partnerships Manager  
Alison Jones – Little Hulton Big Local Development Manager  
Susan Owen – Little Hulton Big Local Development Worker

## Our volunteers

### Office

Bernadette Ryan  
Greg McHugh  
Peter Shepherd

### Volunteer Wellbeing Champions

Everyone who is part of the Wellbeing  
Champions Team

### Our trustees

Chris Fox (Chair)  
John Phillips (Treasurer)  
Janice Lowndes  
Ray Mashiter  
Ged Devlin  
Grace Dyke  
Dr Kevin Kane  
Dr Jennifer Rouse

### Our council ambassadors

Cllr Barbara Bentham  
Cllr Laura Edwards  
Cllr Sophia Linden

# Contact us

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[facebook.co.uk/SalfordCVS](https://facebook.co.uk/SalfordCVS)

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**Volunteer Centre**  
Salford

